

**MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING HELD ON JANUARY 7, 2019**
(Approved 01/14/2019)

The Board of Supervisors held their annual organizational meeting on Monday, January 7, 2019. Present for the meeting were supervisors Ray Kolb, W. Atlee Rinehart, Michael Albert Moyer and Anthony Duffy. Karen Nocella participated in the meeting via telephone. Also, in attendance was David G. Kraynik, Township Manager.

Mr. Rinehart called the meeting to order at 5:00 p.m. The pledge of allegiance was recited.

1. AFFIRMATION OF THE BOARD OF SUPERVISORS

Mr. Rinehart asked if there are any nominations for Chairman of the Board of Supervisors. Mr. Moyer nominated Mr. Duffy; Mrs. Nocella nominated Mr. Rinehart for Chairman. Mr. Duffy seconded the nomination for Mr. Duffy. Mr. Kolb seconded the nomination for Mr. Rinehart. Mr. Rinehart called for the vote on the nominations. **The motion** carried with a 3-2-0 vote for Mr. Rinehart as Chairman, with Mr. Kolb, Mrs. Nocella and Mr. Rinehart voting “aye” and Mr. Moyer and Mr. Duffy voting “nay.”

Mr. Rinehart asked for nominations for Vice Chair. Mr. Moyer nominated Mr. Duffy to the position of Vice Chair and Mr. Kolb seconded the nomination. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

2. AFFIRM SUPERVISORS EMPLOYED BY THE TOWNSHIP

Mrs. Nocella moved to affirm Supervisor Rinehart, as a part-time township employee as well as a board member. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Rinehart abstaining.

Mrs. Nocella moved to affirm Supervisor Mr. Kolb, as a township employee as Director of Public Works and approve Mr. Kolb’s position, Public Works Director, as an exempt position with accumulation of compensatory time on an hour to hour basis and authorize Mr. Kolb’s continued participation in the group life, health, hospitalization, medical service and accident insurance plans paid in whole or part by the Township. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-1 vote with Mr. Kolb abstaining.

3. APPOINTMENTS TO OFFICE

Mr. Rinehart moved to appoint Mr. Kraynik to the position of Township Manager. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint Mr. Kraynik to the position of Township Secretary and Township Treasurer. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

4. ESTABLISH THE AMOUNT OF THE TREASURER'S BOND

Mr. Kolb moved to establish the amount of the Treasurer's Bond at \$3,000,000. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

5. OTHER APPOINTMENTS

Mr. Duffy moved to appoint **Wisler Pearlstine** as Township Solicitor, represented by Mark Hosterman and approving Wisler Pearlstine's rate schedule per its correspondence dated December 20, 2018. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote. **The motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to appoint **ARRO Consulting, Inc.** as Township Engineer, represented by Brady Flaharty and approving its rate schedule for 2019 pursuant to correspondence dated December 21, 2018 from Mr. Flaharty, P.E. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to appoint **Natural Lands** as Township Planner, represented by Richard Tralies and its rate schedule for 2019 pursuant to correspondence from Mr. Tralies dated December 18, 2018. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Duffy moved to appoint **McMahon Associates** as Township Traffic Engineer, represented by John Yurick and approve its rate schedule for 2019 pursuant to correspondence from Mr. Yurich dated December 19, 2018. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to appoint **Barry Isett & Associates, Inc.** as the Code and Zoning Enforcement Officer. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to appoint **Barry Isett & Associates, Inc.** as the Building Inspector. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Duffy moved to appoint **ARRO Consulting, Inc.**, represented by Brady Flaharty, as the Driveway Inspector. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Lance Parson** to the Vacancy Board for a 1-year term. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to appoint **Lance Parson** to the Planning Commission for a 4-year term expiring 12-31-2022. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Karen Nocella and Ann Sage** to the Parks, Recreation and Conservation Committee for 5-year terms. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Lance Parson** to the Open Space Committee for a 4-year term. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Gail Brown** to the Historical Commission for a 3-year term. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Nocella moved to approve **Resolution 2019-02** appointing **Donald Foy** to the Zoning Hearing Board for a 5-year term. Mr. Kolb seconded the motion. Mr. Rinehart called for a vote and **the motion** carried with a 5-0-0 vote.

Mr. Moyer moved to appoint **Jonathan Brackbill** as Emergency Management Coordinator for a 1-year term. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Gary Hughes** as the Citizen-at-Large to the Federation of Northern Chester County Communities, **Karen Nocella** as the Supervisor representative (voting member) to the Federation of Northern Chester County Communities and **Kathryn Alexis** as the Planning Commission representative (voting member) to the Federation of Northern Chester County Communities. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Mr. Rinehart** as the Voting Delegate to the PSATS Annual Convention. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Kolb moved to appoint **Mr. Rinehart** as the representative for the **Pottstown Area Regional Council of Governments**. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Duffy moved to appoint **Mr. Moyer** to the **Pottstown Metropolitan Area Regional Planning Commission**. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rinehart moved to appoint **Mr. Duffy** as the **Police Liaison**. Mr. Moyer seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0.

Mr. Kolb moved to appoint **Mr. Rinehart** as **Road Department Liaison**. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0.

Mr. Rinehart moved to appoint **Mr. Kolb** as **General Staff Liaison**. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5- 0-0 vote.

6. SELECT DEPOSITORIES FOR THE TOWNSHIP'S FUNDS

Resolution No. 2019-01: Naming TD Bank as a Depository for Township Funds

Mrs. Nocella moved to approve Resolution No. 2019-01 naming TD Bank as a depository for township funds. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote. **The motion** carried with a 5-0-0 vote.

7. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DATES AND TIMES

Mr. Moyer moved to establish the Board of Supervisors meeting dates, times and location as presented and authorize advertising of such. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

BOARD OF SUPERVISORS

(2nd Monday of each month)

(The meetings begin at 7:00 p.m.)

January 14	July 8
February 11	August 12
March 11	September 9
April 8	October 14
May 13	November 11
June 10	December 9

8. SET THE MILEAGE REIMBURSEMENT RATE

Mr. Moyer moved to set the mileage reimbursement rate to be consistent with the rate established by the IRS. Mr. Kolb seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

9. DETERMINE HOLIDAYS FOR NON-UNIONIZED TOWNSHIP EMPLOYEES

Mrs. Nocella moved to establish holidays for non-unionized township employees as presented. Mr. Rinehart seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 5-0-0 vote.

1. NEW YEAR'S DAY	(JANUARY 1)
2. PRESIDENT'S DAY	(FEBRUARY 18)
3. GOOD FRIDAY	(APRIL 19)
4. MEMORIAL DAY	(MAY 27)
5. JULY 4 TH	(JULY 4)
6. LABOR DAY	(SEPTEMBER 2)
7. THANKSGIVING DAY	(NOVEMBER 28)
8. DAY AFTER THANKSGIVING	(NOVEMBER 29)
9. DAY BEFORE CHRISTMAS	(DECEMBER 24)
10. CHRISTMAS DAY	(DECEMBER 25)

10. Mr. Rinehart made a motion to revise the permit fee schedule by Barry Isett & Associates Inc. to delete a permit fee for re-roof, non-structural roof of residential dwelling (one- and two-family dwellings). Mr. Duffy seconded the motion. Mr. Rinehart called for a vote and the motion carried 4-0-0. Mr. Moyer did not vote as he had left the meeting.

ADJOURNMENT

Mr. Kolb moved for the meeting to be adjourned. Mr. Duffy seconded the motion. Mr. Rinehart called for the vote and **the motion** carried with a 4-0-0 vote. Meeting adjourned at 5:16 P.M.

Respectfully submitted,

David G. Kraynik
Township Secretary