

**MEETING MINUTES
WORCESTER TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
JANUARY 3, 2023 - 7:30 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ATTENDANCE

INFORMATIONAL ITEMS

The Township manager shared the meeting was being recorded for future broadcast.

PUBLIC COMMENT

There was no public comment.

OFFICIAL ACTION ITEMS

a) Temporary Chair

Supervisor Quigley motioned to nominate Supervisor DeLello as Temporary Chair. Supervisor Betz seconded the motion. The motion passed unanimously.

b) Temporary Secretary

Supervisor Quigley motioned to nominate Sean Halbom as Temporary Secretary. Supervisor Betz seconded the motion. The motion passed unanimously.

c) Chair to the Board of Supervisors

Supervisor Quigley motioned to nominate Supervisor DeLello as Chair. Supervisor Betz seconded the motion. The motion passed unanimously.

d) Vice Chair to the Board of Supervisors

Supervisor Quigley motioned to nominate Supervisor Betz as Vice Chair. Supervisor DeLello seconded the motion. The motion passed unanimously.

e) official appointments

Chair DeLello asked for a motion of the slate of official appointments (a-dd), Vice Chair Betz motioned to approve the official appointments as described in Township manager's member dated 12/30/2022 (a-dd), Supervisor Quigley seconded the motion. The motion passed unanimously.

f) volunteer appointments, standing positions

Chair DeLello offered a summary of the role and purpose of the vacancy role. He shared that the current vacancy board member, Dr. James Mollick, has expressed interest in reappointment. The board discussed that the position has never been needed to date, but was required to be filled. Supervisor Quigley motioned to reappoint Dr. Mollick, Chair DeLello seconded the motion. The motion passed unanimously.

Vice Chair Betz motioned to reappoint Cesare Gambone to the Zoning Hearing Board. Supervisor Quigley seconded the motion. The motion passed unanimously.

Chair DeLello shared that Lee Koch and Michael Holsonback of the Planning Commission were up for reappointment. Only Mr. Koch expressed interest in reappointment. Chair DeLello shared that Jennifer Taylor, the current alternate Planning Commission member was a candidate for the vacancy created by Mr. Holsonback.

Vice Chair Betz motioned to reappoint Mr. Lee Koch, to the Planning Commission. Supervisor Quigley seconded the motion. The motion passed unanimously.

Vice Chair Betz motioned to appoint Jennifer Taylor, P.E., to the Planning Commission. Supervisor Quigley seconded the motion. The motion passed unanimously.

g) holiday and meeting schedules

Vice Chair Betz asked the board to consider moving the Business Meeting times to 7:00PM and keeping the Work Sessions at 6:30PM. Supervisor Quigley offered support for the time change.

Vice-Chair Betz motioned to approve the meeting agenda as amended, to reflect the Business meeting's new starting time of 7:00PM, Supervisor Quigley seconded the motion. The motion passed unanimously.

h) other establishments

Chair DeLello asked the Township manager to summarize the purpose of the other establishments criteria. He explained this is a requirement of the Township to disclose their financial institutions, employee's bond requirements, mileage reimbursement rate, and field assignments for youth sports organizations.

Supervisor Quigley asked how the bonding amounts are decided. Mr. Halbom replied that was something the auditors would opine on based upon the financial exposure. Chair DeLello shared that could be received by the auditor this year.

Vice Chair Betz motioned to approve other establishments, as noted in the Township manager's member dated 12/30/2022. Supervisor Quigley seconded the motion. The motion passed unanimously.

(over)

i) Resolution 2023-01

- A resolution to authorize certain activities conducted by the Worcester Township Volunteer Fire Department.

Chair DeLello shared this essentially bundles a handful of annual Fire Company events into a single resolution. Vice Chair Betz motioned to approve Resolution 2023-01, authorizing certain activities conducted by the Worcester Township Volunteer Fire Department in 2023. Supervisor Quigley seconded the motion. There was no public comment.

The motion passed unanimously.

j) Resolution 2023-02

- A resolution to establish a fee schedule.

Chair DeLello asked the Township manager to summarize the fee schedule. He replied the Township uses a formula that calculates the staff's time multiplied by the anticipated time spent on each permit or applications. He shared the Township is legally barred from profiting off of fees, so a formula is necessary; however, the number of recent staff changes have resulted in changes to salaries and times spent processing requests. Mr. Halbom replied that the fee schedule has been changed by rounding certain fees for sake of ease, but will use 2023 to redesign the formula for calculating fees.

Vice Chair Betz motioned to approve Resolution 2023-02, authorizing a fee schedule. Supervisor Quigley seconded the motion. There was no public comment.

The motion passed unanimously

k) Resolution 2023-03

- A resolution to appoint the Township Auditor.

Vice Chair Betz motioned to approve Resolution 2023-03, appointing Bee Bergvall & Co. as Township Auditor. Supervisor Quigley seconded the motion.

Chair DeLello shared that the Township manager had offered a past suggestion that changing auditors every few years is generally good practice.

There was no public comment.

The motion passed unanimously

l) Resolution 2023-04

- A resolution to authorize the destruction of certain public records in accordance with Act 428 of 1968 and the *Municipal Records Manual*.

Vice Chair Betz motioned to approve Resolution 2023-04, authorizing destruction of certain public records in accordance with Act 428 of 1968 and the *Municipal Records Manual*. Supervisor Quigley seconded the motion.

Chair DeLello asked the Township manager to summarize the purpose of the motion. Mr. Halbom explained this is an annual record destruction for records that are now outside the widow the MRM requires specific documents to be held.

There was no public comment.

The motion passed unanimously

m) Resolution 2023-05

- A resolution to establish emergency service response areas.

Vice Chair Betz motioned to approve Resolution 2023-05, establishing emergency response areas. Supervisor Quigley seconded the motion.

Mr. Quigley asked the Township manager if any recent ambulance company merger may impact Township service. He shared he was not aware of any at this time.

There was no public comment.

The motion passed unanimously

OTHER BUSINESS

Chair DeLello invited any members of the public who wished, to offer comment.

Kim David of Berks Road offered comment in support of preserving open space. He commented the Zacharia Trail was being used a great deal and advocated for the preservation of three Township-owned lots nearby the trail. Mr. David voiced concern over the potential sale of the three lots. Chair DeLello and Supervisor Quigley offered disagreement with Mr. David's account.

Dr. Jim Mollick of Worcester offered agreement with the Board's response to Mr. David's comments voicing concern of the lots nearby the Zacharia Trail. Dr. Mollick offered support for the purchase of larger plots of open space like the Fisher Road property. Dr. Mollick voiced support for the management of meetings by this Board compared to Boards of the past.

ADJOURNMENT

The meeting was adjourned at 8:16PM

UPCOMING MEETINGS

Board of Auditors, Reorganization Meeting *	Wednesday, January 4	8:30 AM
Board of Supervisors, Business Meeting	Wednesday, January 18	7:00 PM
Zoning Hearing Board Meeting	Tuesday, January 24 th	6:30 PM
Planning Commission Meeting	Thursday, January 26 th	7:00 PM

** Meeting to be held at the Township Building, 1721 Valley Forge Road.*

DRAFT