

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS REORGANIZATION MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
MONDAY, JANUARY 6, 2020 – 11:00 AM**

CALL TO ORDER by Chair DeLello at 11:00 AM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT: RICHARD DELELLO [X]
SUSAN CAUGHLAN [X]
STEPHEN QUIGLEY [X]

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, noted this morning's Reorganization Meeting was being videotaped for rebroadcast.
- Mr. Ryan noted Supervisor Quigley submitted his oath of office to the Township Secretary prior to this morning's Reorganization Meeting.
- Mr. Ryan noted the Board of Supervisors will recess to meet in Executive Session to discuss a matter of personnel. The Members recessed to Executive Session at 11:03am, and the Members returned from Executive Session at 11:22am.

PUBLIC COMMENT

- Wini Hayes, Worcester, commented on the Comprehensive Plan Update Task Force membership count.
- Jim Mollick, Worcester, commented on the Comprehensive Plan Update Task Force membership diversity, the reason for the Executive Session conducted at this morning's Reorganization Meeting, an investigation being conducted by the Pennsylvania State Ethics Commission, comments made at a prior meeting by Supervisor Caughlan with regard to an investigation being conducted by the Pennsylvania State Ethics Commission.
- Karin Corbett Iannucci, Worcester, commented on the Comprehensive Plan Update Task Force membership count and diversity.

OFFICIAL ACTION ITEMS

- a) Temporary Chair – Supervisor Quigley made a motion to appoint Chair DeLello to serve as Temporary Chair. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) Temporary Secretary – Chair DeLello made a motion to appoint Mr. Ryan to serve as Temporary Secretary. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Chair of the Board of Supervisors – Supervisor Quigley made a motion to appoint Richard DeLello to serve as Chair of the Board of Supervisors for 2020. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) Vice Chair of the Board of Supervisors – Supervisor Quigley made a motion to appoint Supervisor Quigley to serve as Vice Chair of the Board of Supervisors for 2020. The motion was seconded by Chair DeLello.

There was no public comment.

The motion was approved 2-1, with Supervisor Caughlan voting no.

- e) official appointments – Supervisor Quigley made a motion to approve the official appointments included in Mr. Ryan’s January 3 memo to the Board. The motion was seconded by Chair DeLello.

Dr. Mollick commented on the current and past legal expenses, and on the Township’s open records practices.

By unanimous vote the Board adopted the motion to approve.

- f) Vacancy Board appointment – Supervisor Caughlan made a motion to appoint Art Bustard as Chair to the Vacancy Board. There was no second to the motion.

Supervisor Quigley made a motion to appoint Bob Andorn as Chair to the Vacancy Board, a one-year term to expire on December 31, 2020. The motion was seconded by Supervisor DeLello.

There was no public comment.

The motion was approved 2-1, with Supervisor Caughlan voting no.

- g) Planning Commission appointment – Supervisor Caughlan made a motion to re-appoint Tony Sherr as a Member to the Planning Commission, a four-year term to expire on December 31, 2023. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on the performance of Mr. Sherr as Chair of the Planning Commission, the videotaping of Planning Commission meetings, and Planning Commission Member qualifications. Bob Andorn, Worcester, commented on volunteer disclosure of membership in advocacy groups. Ms. Hayes commented on Mr. Sherr’s association with the Friends of Worcester, and on the performance of Mr. Sherr as Chair of the Planning Commission.

By unanimous vote the Board adopted the motion to approve.

- h) Planning Commission appointment – Chair DeLello noted Gordon Todd did not wish to be re-appointed to the Planning Commission. Chair DeLello thanked Mr. Todd for his service to the community.

Supervisor Quigley commented on Board consideration of volunteer candidates, and on the diversification of the backgrounds and experiences of volunteer candidates.

Supervisor Caughlan made a motion to appoint Stephanie Bailey to the Planning Commission. Ms. Caughlan commented on gender representation on the Planning Commission. There was no second to the motion.

Supervisor Quigley made a motion to appoint Bob Andorn as Member to the Planning Commission, a four-year term to expire on December 31, 2023. The motion was seconded by Chair DeLello.

Dr. Mollick commented on volunteer qualifications, and on Mr. Andorn’s attendance at public meetings in recent years. Stephanie Bailey, Worcester, commented on her qualifications to serve on the Planning Commission. Chair DeLello commented on the value of having many residents interested in serving as volunteers. Ms. Hayes commented on Mr. Andorn’s attendance at public meetings in recent years, Mr. Andorn serving on both the Planning Commission and Vacancy Board, Mr. Andorn’s experience, and on Ms. Bailey’s qualifications. Ms. Corbett Iannucci commented on Planning Commission volunteer perspectives and qualifications. Mike Hickey, Worcester, commented on the volunteer candidate consideration process. Mr. Andorn commented on his experience and qualifications. Jay McKeever, Worcester, commented on the volunteer candidate consideration process.

The motion was approved 2-1, with Supervisor Caughlan voting no.

- i) Zoning Hearing Board appointment – Supervisor Caughlan made a motion to re-appoint Caesar Gambone as a Member to the Worcester Township Zoning Hearing Board, a three-year term to expire on December 31, 2022. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- j) Comprehensive Plan Update Task Force appointments – Chair DeLello commented on the Comprehensive Plan Update Task Force and Task Force membership count.

Supervisor Caughlan commented on the appointment of Planning Commission Members to the Task Force. Chair DeLello commented on the Planning Commission’s review of the Comprehensive Plan Update that will be prepared by the Task Force.

Supervisor Quigley commented on Township demographic changes, and on Task Force membership count.

Supervisor Caughlan commented on Montgomery County Planning Commission planner role in the Task Force, input from the Task Force members, and membership count.

Chair DeLello commented on membership count, alternate members, meeting logistics with larger groups, and membership counts for other municipal task forces.

Supervisor Quigley commented on alternate members.

There was general discussion regarding individual volunteer candidates. The Members noted and considered each volunteer candidate, and developed the below slate:

Stephanie Bailey	Jay McKeever
Art Bustard	Brian Newhall
Winifred Hayes	Robert Pace
Burt Hynes	Patricia Quigley
Lee Koch	Tony Sherr
Mark Landis	Christine Steere
Paul Leis	John Westrum *
Alice Mahoney	David Zerbe *
George Marks	

** Alternate Member, non-voting*

Supervisor Caughlan thanked all volunteer candidates for their interest in serving our community.

Chair DeLello made a motion to appoint the above-noted slate to the Comprehensive Plan Update Task Force, each to a one-year term to expire on December 31, 2020. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

Chair DeLello recessed the meeting at 12:50pm, and reconvened the meeting at 12:57pm.

- k) holiday and meeting schedules – Supervisor Caughlan made a motion to establish the Township holiday and meeting schedules as listed in Mr. Ryan’s January 3 memo to the Board, with a revision to the time of the 2021 Reorganization Meeting to 7:30pm. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- l) other establishments – Supervisor Caughlan made a motion to set Township depositories, Treasurer and Assistant Treasurer bond amounts, vehicle reimbursement rate, and the newspaper of record, as noted in Mr. Ryan’s January 3 memo to the Board. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- m) Resolution 2020-01 – Supervisor Caughlan made a motion approve Resolution 2020-01, to authorize certain activities supplemental conducted by the Worcester Township Volunteer Fire Department in 2020. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- n) Resolution 2020-02 – Supervisor Caughlan made a motion approve Resolution 2020-02, to adopt the 2020 Fee Schedule. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- o) Resolution 2020-03 – Supervisor Caughlan made a motion approve Resolution 2020-03, to appoint Bee, Bergvall & Company as appointed Township Auditor. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- p) Resolution 2020-04 – Supervisor Caughlan commented on the conduction of a Township Manager performance evaluation. Chair DeLello commented on the Members’ past discussions on this matter.

Mr. Ryan commented on salary ranges for Township positions. Mr. Ryan commented on Township Manager contract regulations set forth the Second Class Township Code.

Supervisor Quigley made a motion approve Resolution 2020-04, to approve the salary of the Township Manager for 2020, and to renew the contract with the Township Manager. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- q) Resolution 2020-05 – Mr. Ryan provided an overview of State Law pertaining to the retention of certain documents, and the approval process required to destroy certain documents.

Supervisor Caughlan made a motion approve Resolution 2020-05, to authorize the destruction of certain public records in accordance with Act 428 of 1968 and the *Municipal Records Manual*. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- r) Resolution 2020-06 – Supervisor Caughlan made a motion to approve Resolution 2020-06, to establish emergency service response areas. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- s) Resolution 2020-07 – Mr. Ryan provided an overview of proposed revisions to the Worcester Township Personnel Manual as to bereavement leave and exempt employee classification.

Supervisor Caughlan made a motion to approve Resolution 2020-07, to approve revisions to the Worcester Township Personnel Manual as to bereavement leave and exempt employee classification. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- t) ratification of hire – Supervisor Caughlan motion to ratify the hire of Aaron Moses, Public Works Laborer, a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

OTHER BUSINESS

- Supervisor Quigley commented on the Members' future consideration of a Township rental property.

ADJOURNMENT

There being no further business brought before the Board, Chair DeLello adjourned this Reorganization Meeting at 1:15 PM.

Respectfully Submitted:

Tommy Ryan
Township Manager