

MINUTES FOR JANUARY 7, 2019 ORGANIZATION MEETING VALLEY TOWNSHIP BOARD OF SUPERVISORS

The Organization Meeting of the Valley Township Board of Supervisors was held on Monday, January 7, 2019, at 7:00 p.m. at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:10 p.m. by Supervisor Kathy O'Doherty. Those in attendance were Kathy O'Doherty, Joe Sciandra and Patrice Proctor. Supervisors Christopher Lehenky and William Handy, Sr. were absent. A moment of silence was observed followed by the Pledge of Allegiance.

The Honorable Judge Koon administered the Oath of Office to Brian A. Mulhall as Chief of Police.

Ms. O'Doherty called for nominations to be opened for Chairman of the Board of Supervisors.

NOMINATIONS FOR CHAIRMAN:

Ms. O'Doherty nominated Patrice Proctor for Chairwoman. The motion was seconded by Mr. Sciandra. There being no other nominations for Chair, a vote was taken to appoint Patrice Proctor as Chairwoman of the Board of Supervisors which passed unanimously.

NOMINATIONS FOR VICE CHAIRMAN:

Mr. Sciandra nominated Kathy O'Doherty for Vice Chairwoman. The motion was seconded by Ms. Proctor. There being no other nominations for Vice Chair, a vote was taken to appoint Kathy O'Doherty as Vice Chairwoman of the Board of Supervisors which passed unanimously.

ANNUAL APPOINTMENTS:

Mr. Sciandra made a motion, seconded by Ms. O'Doherty, to appoint the slate as presented as follows:

- a. **Manager - Carol R. Lewis**
- b. **Chief of Police - Brian A. Newhall**
- c. **Secretary-Treasurer - Janis A. Rambo**
- d. **Assistant Secretary-Treasurer - Cynthia R. King**
- e. **Solicitor - Unruh, Turner, Burke & Frees**
- f. **Engineer - Pennoni Associates, Inc.**
- g. **Road Master - Christopher Lehenky**
- h. **Vacancy Board - Abby Garzia**
- i. **Chief of Westwood Fire Company - Mike McWilliams**
- j. **Building/Zoning Inspector & Codes Enforcement Officer - LTL Consultants, Ltd.**
- k. **Animal Control Officer - Chester County SPCA**
- l. **Emergency Management Coordinator - Joe Sciandra**
- m. **Deputy Emergency Management Coordinator - Nichole Sciandra**
- n. **Fire Marshall - Mike McWilliams**

2 Minutes of January 7, 2019 Organization Meeting

- o. Planning Commission - *Michele Allen – to a four-year term to expire 12/31/22; four-year term*
- p. EAC (Environmental Advisory Council) – *Charles Bruce to a three-year term to expire 12/31/21*
- q. Western Chester County of Governments delegate and alternate (WCOG) (*Kathy O’Doherty; Patrice Proctor backup*)

Appointments by Resolution

Appointment of Auditor – Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to adopt Resolution 2019-01, a Resolution appointing a firm, Kimmel Lorah & Associates, LLP, to replace the elected Township Auditors as to certain statutorily authorized duties. The Resolution was adopted unanimously.

Appointment of Member to the Zoning Hearing Board – Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to adopt Resolution 2019-02, a resolution appointing Sheila Hamilton to serve as a member of the Valley Township Zoning Hearing Board for the term of three-years (1/7/19 to 12/31/21). The motion passed unanimously.

Department Head Appointments

Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to appoint the following Board Department Heads:

Parks & Recreation: Patrice Proctor, Department Head; Kathy O’Doherty, Alternate
Building & Administration: Patrice Proctor, Department Head; Kathy O’Doherty, Alternate
Workplace Safety: Kathy O’Doherty, Department Head; William Handy, Alternate
Roads/Trash/Recycle/Water & Sewer: Christopher Lehenky, Department Head; Joe Sciandra, Alternate
Billing & Finance: Joe Sciandra, Department Head; William Handy, Alternate
Land Development & Codes: Joe Sciandra, Department Head; William Handy, Alternate

The motion passed unanimously.

Bank Depositories

Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to designate the Township bank depositories as Coatesville Savings Bank, PSDLAF, Key Bank, and PLIGIT. The motion passed unanimously.

Consideration to set amount of Treasurer’s Bond

Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to set the Treasurer’s Bond at \$5.5 million. The motion passed unanimously.

Schedule of Meetings

Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to set the 2019 meeting dates of the Township as follows with all meetings to be held at the Township Public Meeting Room:

3 Minutes of January 7, 2019 Organization Meeting

Regular Board of Supervisor Meetings – first and third Tuesdays of each month, at 7:30 p.m. with the following exceptions: second meeting in April will be held on April 23, 2019; second meeting in May will be held on May 22, 2019; and the first meeting in November will be held on Wednesday, November 6, 2019.

Planning Commission Meetings – second Tuesday of each month at 7:00 p.m.

Parks & Recreation – fourth Tuesday of each month at 6:30 p.m.

Townwatch – last Wednesday of each month at 6:00 p.m.

Environmental Advisory Council – third Thursday of the month at 6:30 p.m.

The motion passed unanimously.

There being no further business, the 2019 Organization Meeting was closed.

Janis A. Rambo
Township Secretary