

**Re-organizational Meeting
North Coventry Township
Board of Supervisors Agenda Summary
January 3, 2012**

- I. GENERAL – Call Meeting to Order – Pledge
- Notary Public Deborah Giordano swore in Supervisors Paravis and Elliott. They both repeated the Oath of Office for the audience and there was a round of applause. Supervisor Greenawalt chaired the meeting with Daniel Sager sitting in for Lawrence Sager.
- II. APPOINTING OF TEMPORARY CHAIRMAN
- We need to appoint a temporary Chairman and Recording Secretary said Supervisor Greenawalt. Are there any nominations? **Supervisor Paravis nominated Supervisor Greenawalt as the Temporary Chairman and the motion was seconded by Supervisor Claypoole, unanimously carried.**
- III. ELECTION OF CHAIRMAN
- We will open the Floor for nominations for Chairman of the Board of Supervisors. (After election of the Chairman the meeting is turned over to him). **Supervisor Paravis made a motion to nominate Supervisor Greenawalt for Chairman and it was seconded by Supervisor Claypoole and unanimously carried.**
- IV. ELECTION OF VICE CHAIRMAN-TOWNSHIP SECRETARY-TREASURER- RECORDING SECRETARY
- Next we will open the floor for nominations for Vice Chairman and **Chairman Greenawalt nominated Supervisor Marks for the position of Vice-Chairman. The motion was seconded by Supervisor Elliott and unanimously carried.**
 - **Vice-Chairman Marks nominated Kevin F Hennessey for Township Manager and Secretary and the motion was seconded by Supervisor Claypoole and unanimously carried.**
 - **Supervisor Claypoole nominated Deborah Giordano for the position of Township Treasurer and Recording Secretary and the motion was seconded by Supervisor Elliott and unanimously carried.**
- V. APPOINTMENTS
1. Township Solicitor --- Lawrence Sager Esquire. Vice-Chairman Marks moved to nominate Mr. Sager and the motion was seconded by Supervisor Paravis, unanimously carried.
 2. Roadmaster --- Joseph Wood III. Vice-Chairman Marks moved to nominate Mr. Wood and the motion was seconded by Supervisor Claypoole and unanimously carried.

3. Building Inspector --- Deborah A. Russo. Vice-Chairman Marks moved to nominate Ms. Russo and the motion was seconded by Supervisor Claypoole and unanimously carried.
 4. Building Engineer --- LTL Consultants Ltd. Supervisor Claypoole moved to nominate LTL and the motion was seconded by Supervisor Paravis and unanimously carried.
 5. Road Engineer --- LTL Consultants. Supervisor Claypoole moved to nominate LTL and the motion was seconded by Vice-Chairman Marks and unanimously carried.
 6. Traffic Engineer--- McMahon Associates. Vice-Chairman Marks moved to nominate McMahon and the motion was seconded by Supervisor Claypoole and unanimously carried.
 7. Lighting Consultant --- Stubbe Consultants. Vice-Chairman Marks moved to nominate McMahon and the motion was seconded by Supervisor Claypoole and unanimously carried.
 8. Zoning Officer--- Deborah A. Russo. Supervisor Claypoole moved to nominate Ms. Russo and the motion was seconded by Supervisor Elliott and unanimously carried.
 9. Code Officers --- Deborah A. Russo and Ron Comtois. Supervisor Claypoole moved to nominate Ms. Russo and Mr. Comtois and the motion was seconded by Supervisor Elliott and unanimously carried.
 10. Fire Marshal --- Ron Comtois. Supervisor Claypoole moved to nominate Mr. Comtois and the motion was seconded by Supervisor Elliott and unanimously carried.
- Chairman Greenawalt duly noted for the record that all appointments were approved and there were no objections from the audience.

VI. ESTABLISH AMOUNT OF TREASURER’S BOND

Chairman Greenawalt said the township has previously established the amount of the Treasurer’s Bond at One Million Dollars. If you deem that sufficient, is there a motion? **Supervisor Paravis made a motion to establish the Treasurer’s Bond at One Million Dollars. The motion was seconded by Supervisor Claypoole and unanimously carried.**

VII. APPOINTMENT OF MEMBERS TO BOARDS & COMMISSIONS

- | | |
|-------------------------|------------|
| 1. Planning Commission | |
| a. Patricia Washburn | 12/31/2016 |
| 2. Zoning Hearing Board | |
| a. Charles G. Stacks | 12/31/2016 |
| 3. Municipal Authority | |
| a. Robert W. Barlow | 12/31/2016 |
| 4. Water Authority | |
| a. Mike Gammon | 12/31/2016 |
| 5. Vacancy Board | |
| a. E. Kent High | 12/31/2012 |

- 6. Historical Commission
 - a. Alice Sharp 12/31/2016
- 7. Recreation Commission
 - a. Colleen Skelton 12/31/2016
 - b. Michael Trahey 12/31/2016
- 8. Open Space Review Board
 - a. Christopher Washburn 12/31/2016
- 9. Environmental Advisory Counsel
 - a. Kim White 12/31/2015
- 10. Deer Management
John Ellwanger
- 10. Hopewell Big Woods Partnership
 - a. Chris Washburn has volunteered
- 11. Uniform Construction Code Appeals Board
 - a. Reappoint of members of South Coventry's UCC Appeals Board to act for North Coventry
- **Supervisor Claypoole made a motion to nominate all the above listed members to their particular board or commission. The motion was seconded by Supervisor Paravis and it unanimously carried.** Township Manager Hennessey explained that the UCC Appeals Board is made of members from South Coventry's UCC Appeals Board who acts on behalf of North Coventry Township when necessary. There were no other comments.

VIII. VOTING DELEGATE SUPERVISORS ANNUAL CONVENTION
 Chairman Greenawalt said that one Supervisor needs to be nominated as the Voting Delegate to the Annual Convention. **Supervisor Paravis moved to nominated Supervisor Claypoole and the motion was seconded by Vice-Chairman Marks and unanimously carried.**

IX. POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMISSION
 Next, the Chairman said we need to appoint a member and alternate to the Regional Planning Commission. Nominations or volunteers? Supervisor Paravis volunteered with David Mariano as the alternate. **Vice-Chairman Marks moved to appoint Supervisor Paravis as the member and David Mariano as the alternate to the PMRPC. The motion was seconded by Supervisor Claypoole and unanimously carried.**

X. DEPOSITORIES FOR TOWNSHIP FUNDS
 The Chairman said that the board needs to select depositories for township funds, currently they are:

- 1. Pennsylvania Local Government Investment Trust (PLGIT)
- 2. National Penn Bank
- 3. First Niagara Bank

Two Other interested banks are:

4. Meridian
5. Customers Bank

- Chairman Greenawalt asked if there has been any recent discussion with Meridian and Customers Bank and Township Manager Hennessey said no. Chairman Greenawalt asked if First Niagara had the best deal and Mr. Hennessey said that last year, Meridian had offered a slightly higher interest rate. Vice-Chairman Marks said the board could choose the list depositories tonight and then re-visit it at a later date. Chairman Greenawalt said he objected to not acting because the CD's the township has are losing money by waiting to address the issue later. He asked for nominations and a motion. **Supervisor Claypoole made a motion to use the current 3 depositories and the motion was seconded by Vice-Chairman Marks. The motion carried unanimously and there were no other comments.**

XI. REPRESENTATION FOR NORTHERN FED, COG and FIRE CO.

Chairman Greenawalt asked if there were any volunteers from the Board to serve as the representatives? **Vice-Chairman Marks made a motion to appoint Supervisor Andy Paravis as a member volunteer to Northern Federation, Supervisor Claypoole to the COG, and himself as the Fire Company liaison, with Stan Stubbe being the alternate for the Northern Federation. The motion was seconded by Supervisor Claypoole and unanimously carried.** There were no other comments.

XII. MEETING DATES, TIMES & LOCATIONS

The Chairman explained that the board will meet on the second and fourth Mondays of the month except for the second meeting in May which will be Tuesday the 29th, the first meeting in October which is moved to Tuesday October 9th because of Columbus Day and the second meeting in December to Friday December 21 at 8:30 am. The time for evening meetings will be 7:00 PM and the location here at the Township Building. Do we have a motion to except these meeting days?

Also Road Tour to be during the first week of April and October at a time and location to be determined. Is there a motion for the Road Tour?

Supervisor Claypoole made a motion to except the meeting dates and to schedule the Road Tour when it is convenient. The motion was seconded by Supervisor Elliott and unanimously carried.

XII. EMERGENCY SERVICE PROVIDERS

Chairman Greenawalt said that the North Coventry Fire Department, MEDIVAC Medical Helicopter and Goodwill Ambulance have been our Emergency Service Providers. Do we have a motion? Supervisor Paravis asked if Medivac was the only provider with a helicopter and Ron Comtois

said that Penn Star out of Philadelphia has one but it makes better sense to use the one from the closer Limerick area. Supervisor Paravis asked if Goodwill Ambulance still has a station at Norco Fire Company and Mr. Comtois said yes, they are there from 7am to midnight because there is not enough volume for them to stay there 24 hours a day. **Supervisor Claypoole made a motion to have Norco Fire Department, Medivac Medical Helicopter and Goodwill Ambulance to be the township's emergency service providers. The motion was seconded by Supervisor Elliott and unanimously carried.** There were no other comments.

XIII. MILEAGE RATE

We need a motion to establish the mileage reimbursement at the Federal rate. Is there a motion asked Chairman Greenawalt? **Supervisor Paravis made a motion to establish the mileage reimbursement at the federal rate and the motion was seconded by Supervisor Claypoole and unanimously carried.** There were no comments.

XIV. BUSINESS

Chairman Greenawalt said that the minutes from December 27, 2011 and the bills list will be presented at the January 23, 2012 meeting.

XV. PUBLIC COMMENT- 5 MIN.

Edward Coudon of 854 Cherry Hill Lane complained about the number of Asplundh trucks that are parked at the Arborganic site. Chairman Greenawalt asked if they were allowed to be parked there and Township Manager Hennessey said he spoke to Arborganics and they said they did allow the trucks to park there on a temporary basis. Vice-Chairman Marks asked what time the trucks leave and Mr. Coudon said around 7am but come back between 3 and 5pm and they still are open on Sunday. Supervisor Paravis said the buffering is not done yet and the bridge testing needs to be linked with these trucks. Chairman Greenawalt said he believed the 4 issues include the pipes, if Arborganics was getting paid to park the trucks, the buffering, and the issue of being open on Sunday. Township Manager Hennessey told Mr. Coudon that Arbroganics is licensed by DEP. Chairman Greenawalt said this should be put on the next agenda for further discussions. Supervisor Paravis said he is in favor of spending the \$1,200.00 for LTL to do a study on the impact to the 2 pipes and roadway. Chairman Greenawalt said he favored it also because LTL is thorough and will do a good job. **Supervisor Paravis made a motion to authorize LTL to start the study, at a total cost of \$1,200.00. Vice-Chairman Marks seconded the motion and it unanimously carried.** Roadmaster Joe Wood commented that the township road trucks are much heavier than the Asplundh trucks and he had confirmed with Bob MacMullan, the Arborganic owner, that they had permission to be parked there. Supervisor Paravis said there is a concern on the weight limit on the bridge. There were no other comments.

XVI. ADJOURNMENT

With nothing further before the board, the meeting adjourned at 7:30pm.
Newly elected Supervisor Elliott invited everyone into the small board room
to have some refreshments and to socialize.

Respectfully Submitted,

Kevin F Hennessey
Township Manager