

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester County, PA held the annual Organization meeting Monday, January 05, 2015 (08:00 A.M.) in the Township Building, 666 Copeland School Road, West Chester, and Chester County, PA 19380-1822.

Public Notice of the 2015 Organization public meeting of the East Bradford Township Board of Supervisors was advertised in the Daily Local News 12-02-14 and on the Township web site www.eastbradford.org.

Secretary's Note: Pursuant to Second Class Township Code – Organization Meeting to be convened first Monday in January of each year but if the first Monday is a legal holiday the meeting shall be held the following day.

Supervisors present were: Vincent M. Pompo, Thomas A. Egan and John D. Snook
Supervisors not in attendance: All present

Staff / Township Professionals in attendance:

Township Manager/Secretary-Treasurer, Michael P. Lynch

NOT in attendance:

Township Asst. Mgr., Amanda M. Cantlin

Township Engineer, Mark J. Lucas

Township CEO / ZO, Brenden L. Beaumont

Township Public Works Director, John P. Carroll

Township Admin Asst Tenley Adams

Township Solicitor Ross A. Unruh, Esq. / Township Solicitor Anthony Verwey, Esq.

Also in attendance (including ABC's):

None in attendance.

Others / Residents / Citizens in attendance:

None in attendance.

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS ORGANIZATION MEETING AGENDA

Monday, January 05, 2015, 08:00 A.M.

1. Call to Order & Pledge of Allegiance to the Flag

The meeting Call to Order occurred at 08:07 A.M. by Chair Pompo and opened with the Pledge of Allegiance before the Flag of the United States of America.

2. Public Comment

None offered / received at this time.

3. Recognize Newly Elected Officials / Oath of Office

Board of Supervisors - *None (next Vince Pompo 12-31-15)*

Board of Auditors - *None (next Harold Holtz 12-31-15)*

Elected Tax Collector - *None (next William Reiter 12-31-19)*

Twp Secretary Lynch reported Oaths of Office from any of the Elected Officials were not necessary as none were newly elected Officials from the November 2014 Election.

Twp Secretary Lynch reported Oaths of Office on file for all current elected officials.

Secretary's Note: Oaths of Office may be submitted prior to the Organization meeting or the Oath must be taken at the meeting of elected officials. The Oaths of Office are a public record on file at the Township Building.

4. Organize Board of Supervisors

(i). Appoint Temporary Chair (must be member of BOS)

A. Nominate / Elect Chair

B. Nominate / Elect Vice Chair

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted to appoint Mr. Pompo as Acting (Temporary) Chair and Secretary for the singular purpose of electing a Chair of the Board of Supervisors for 2015.

Mr. Pompo asked for nominations for the position of Chairman. Mr. Snook moved and nominated Mr. Pompo as Chair and Dr. Egan seconded the nomination. Mr. Snook then moved to nominate Dr. Egan as Vice Chair and Mr. Pompo seconded the nomination.

Vincent M. Pompo, Esq. and Thomas A. Egan were elected Chair and Vice Chair, respectively, of the East Bradford Township Board of Supervisors for 2015.

5. **Appoint Township Officials** (Annual Appointment) (** Oath of Office)

- A. Township Secretary / Township Treasurer / Township Manager **
- B. Township Assistant Manager / Planning Admin Secretary **
- C. Codes Enforcement Officer **
- D. Zoning Officer **
- E. Public Works Foreman **
- F. Township Engineer **
- G. Deputy Tax Collector (Chester County Treasurer & Tenley F. Adams) **
- H. Open Records Officer (Act 3 2008 – Right To Know) **
- I. CC Tax Collection District Committee Delegates (Act 32 - Countywide Tax Collection)
- J. Bond Compliance Officer (new appointment)

Secretary's Note: At this time the BOS used a consensus motion for the above appointments (A. through J.). The appointments are individually listed below to identify the specific person(s) so appointed.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously as a consensus motion to re appoint current Township Employees (listed below) to their current positions listed in A .through J. for 2015 identified by name and position below in separate motions.

A. Township Secretary; Township Treasurer; Township Manager

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Michael P. Lynch as Township Secretary, Township Treasurer and Township Manager for a 1-year term of office.

B. Assistant Township Manager / Planning Commission Secretary

On motion of Mr. Snook, seconded by Dr. Egan, seconded by Mr. Snook, the Board voted unanimously to appoint Amanda M. Cantlin as Assistant Township Manager for a 1-year term of office.

C. Codes Enforcement Officer

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Brenden L. Beaumont as Code Enforcement Officer (including Building Codes Official / Inspector) for a 1-year term of office.

D. Zoning Officer

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Brenden L. Beaumont as Township Zoning Officer for a 1-year term of office.

E. Public Works Director

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint John P. Carroll as Township Public Works Director for a 1-year term of office.

F. Township Engineer

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Mark J. Lucas as Township Engineer for a 1-year term of office.

G. Deputy Tax Collector

As tax payments are collected for the Township by a third party for the Elected Tax Collector, the Tax Collector Handbook states that the Board of Supervisors should appoint the entity and / or employee collecting the tax as Deputy Tax Collector.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Chester County (Office of Treasurer) and Township employee Tenley F. Adams, as Township Deputy Tax Collectors for a 1-year term of office (2015).

- H. Open Records Officer (Act 3 2008 – Right To Know) ** (Amanda M. Cantlin)
Twp Mgr Lynch recommended reappointment of Asst Mgr Cantlin as Open Records Officer.
On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Mandie M. Cantlin as Open Records Officer (Act 3 2008 – Right To Know) for a 1-year term of office.

- I. CC Tax Collection District Committee Delegates (Act 32 - Countywide Tax Collection)
(Lynch, Adams, Cantlin)
Secretary's Note: The Chester (County) Tax Collection Committee was organized in 2009 and the CTCC in 2010 selected Keystone Collections Group to commence County-wide collection of Earned Income Tax (and Local Services Tax) to commence January 2011 pursuant to Act 32 of 2008.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Michael P. Lynch as Tax Collection District Committee Delegate to the CTCC with Twp. Administrative Assistant Adams as 1st Alternate Delegate and Asst Mgr Cantlin as 2nd Alternate Delegate, in compliance with Act 32 and that Twp. Administrative Assistant Adams be appointed as Alternate Voting Delegate.

Secretary's Note: Keystone Collections Group is the Earned Income Tax and Local Services Tax administrator for 2015 pursuant to Act 32 of 2008 and through contract with the Chester County Tax Collection Committee.

- J. Bond Compliance Officer
On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint Michael P. Lynch as Township Bond Compliance Officer.

6. **Authorize Township Manager Bond Limit (\$25,000 same as prior years)**
Authorize Township Treasurer Bond Limit (\$5,000,000 same as prior years)

The Manager Bond has been set at \$25,000 over the past (20+) years in recognition of the positions of Treasurer and Manager currently held by one person. The current bonds are with Travelers Casualty and Surety of America Company for the Treasurer and with the Hartford Insurance Group for the Manager (both through H.A. Thomson).

Amendments to the Second Class Township Code (1996) authorize the Supervisors to set (rather than recommend to the Auditors) the Treasurer Bond and Township Manager Bond limits. Certification of the Treasurer Bond has been included (commencing in 1996) in the annual Liquid Fuels Actual Use Report.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to maintain and set the bond for the Township Manager at \$25,000 for 2015 and maintain and set the Treasurer bond in the amount of \$5,000,000 for 2015 consistent with the interpretation of the Second Class Township Code (Article VII, Section 702) and as estimated by the Board of Supervisors.

7. **Appoint Township Professional Consultants**
(and approve rates) including Financial, Engineering & Legal
Twp Mgr Lynch submitted a list of recommended professionals and consultants for Township support and technical assistance in 2015 (dated 12-31-14) as follows:

- A. Audit & Financial Professionals
1. Independent Auditor – Engagement Mingis, Gutowski & Company - Approve 2014 Audit Engagement (current Agreement -- audit years 2012, 2013, 2014)

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to approve an engagement agreement (for Audit Year 2014) for Independent Auditor services with Mingis, Gutowski & Company and to so appoint Mingis, Gutowski & Company as Township Independent Auditor for 2015.

Twp Secretary Lynch reported a Public Notice to appoint an Independent Auditor was advertised in the Daily Local News 12-02-14.

2. Financial Advisor(s) -
 - Boenning & Scattergood (Michael Wolfe)
 - T.K. Beckett Associates (Thomas Beckett)
3. Bond (Debt) Counsel
 - Stradley Ronon (Michael Roynan, Esq.)

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to appoint, on an as needed basis, the following financial advisor professionals and bond counsel:

- Boenning & Scattergood (Michael Wolfe)
- Thomas Becket Associates (Thomas Becket)
- Stradley Ronon (Michael Roynan, Esq. (Bond Counsel)

- B. Engineering / Planning / Engineering (ref: Twp Mgr Recommendations List)
- Planning / Land Development / Engineering:
- | | |
|--|---|
| General Engineering Services
(including GIS / Mapping | Carroll Engineering (\$57 - \$117 / hr – 4% increase)
Gilmore Associates |
| Survey Services | |
| Geo Technical Services & Structural
Landscape Design | Glackin Associates / Gilmore Associates – Lisa Thomas
(\$60 - \$205 / hr – no change) |
| Lighting Design | C. Stanley Stubbe
(\$60 / hr - no change) |
| Traffic Planning | McCormick Taylor Engineers
(\$55 - \$155 / hr - <3% increase) |
| Site Inspection Services | Northeast Inspections (T. Smith)
(\$65 / hr - no change) |
| Sanitary Sewer Systems /
Installations / Operation / Design
Sewer System | Carroll Engineering
(\$42 - \$140 / hr - no change)
Aqua Wastewater Management |
| Preventive Maintenance & Repair | (No change – Mech Foreman \$74/hr, Mechanic \$69/hr,
Electrician \$74/hr, Vac Tk w/ Operator \$130/hr;
Monthly Maint / PM Inspect (6 PS) \$2,684
Mechanic Foreman \$74/hr., Mechanic \$69/hr., Electrician \$74/hr.
Vacuum Truck & Operator \$130/hr. |
| Zoning & Building:
Building Codes Inspection
(Supplementary Support) | Keystone Municipal Services, Inc.
(\$65 / hr - no change) |
| Environmental Planning | Habitat by Design – Jeff Keller
(\$55 - \$175 / hr - \$10 / hr increase) |
| Open Space Easement Planning | Natural Lands Trust (NLT)
Brandywine Conservancy
North American Land Trust (NALT) |
| Network / IT / Web Page | RMJR – Robert Iannelli
(\$100 / hr) |
| Web Page
Connectivity | E Gov Link
Comcast and/or Verizon |
| Other: | |
| Chester County (Treasurer) | Real Estate Tax Administration (per contract) |
| Berks County Intermediate Unit | Sewer Billing (per contract) (Collection in-house for 2015) |
| Portnoff Law | Delinquent (sewer) collection |
| Keystone Collections Group (Act 32) | EIT, Open Space EIT & Local Services Tax (per CCTCC contract) |

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to accept the recommendations of the Township Manager for the above (B.) listed consultants for 2015.

Secretary's Note: Some consultant appointments include execution of a (Township) Professional

Services Agreement to codify provision of various services. Consultant appointments are conditioned upon the below listed conditions / qualifications of disclosure and representation and as may be contained in the Professional Services Agreement.

While recommended / selected consultants cannot guarantee exclusive representation to the Township, each respective consultant will be queried in advance of commencement of any specific project to ensure that there is no immediate or direct conflict with an applicant, developer or related party.

In appointing the above listed professionals and consultants, as recommended by the Township Manager for 2015, the Board of Supervisors reaffirmed as a condition of the appointment that any professional consultant engaged by the Township shall notify the Township in advance of a conflict of interest (potential or actual) with another client who may be before the Township. Accordingly, the professional consultant for the Township shall either relinquish their client relationship with such person(s) during the term of business with the Township, with specific regard to such business in the Township, and represent exclusively the Township during such time or relinquish the appointment relationship with the Township before proceeding.

C. Zoning Hearing Board Solicitor (BOS acknowledge / affirm ZHB appointment selection)
 Twp Manager Lynch reported from a conversation with Zoning Hearing Board Chair Gollatz that the Zoning Hearing Board would be re appointing the firm of Buckley, Brion, McGuire, & Morris , LLP with Joseph (Skip) Brion, Esq., as ZHB Solicitor for 2015 (at an hourly rate up to \$205 / hr for 2015) to which the Board of Supervisors was in agreement.

D. Legal (ref: Twp Mgr Recommendations List)	
Township Legal Counsel	Unruh, Turner, Burke & Frees – Ross A. Unruh, Esq.; Anthony Verwey, Esq., Andrew Rau, Esq.; Wm. Burke, Esq. & other firm attorneys (2015 \$190 - \$200 / hr – increase \$10 / hr)
Zoning Hearing Board	Buckley, Nagle, McGuire, Brion - Joseph Brion, Esq. (\$80 - \$205 / hr - increase up to \$15 / hr)
Planning Commission	Special Counsel Parke, Barnes, Spangler, Oeste & Wood – Thomas Oeste, Esq (\$185 / hr – increase \$10 / hr)

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to accept the recommendations of the Township Manager and re appoint the firm of Unruh, Turner, Burke & Frees as Township Solicitor (Ross A. Unruh, Esq.) and General Counsel and Planning Commission Special Counsel Parke, Barnes, Spangler, Oeste & Wood – Thomas Oeste, Esq. for 2015.

Secretary's Note: None of the above professionals are appointed under a retainer form. In addition, while recommended / selected consultants cannot guarantee exclusive representation to the Township, each respective consultant is queried in advance of commencement of any specific project to ensure that there is no immediate or direct conflict of interest between the Township and with an applicant, developer or related party.

In appointing the above listed professionals and consultants, as recommended by the Township Manager for 2015, the Board of Supervisors reaffirmed as a condition of the appointment that any professional consultant engaged by the Township shall notify the Township of a conflict (potential or real) with another client who may be before the Township and that the professional consultant for the Township shall either relinquish their client relationship with such person(s) during the term of business with the Township, with specific regard to such business in the Township, and represent exclusively the Township during such time or relinquish the appointment relationship with the Township.

	<u>Term</u>	<u>Incumbent</u>
8. Appoint Vacancy Board Chair	(1 year term)	(Johnson) @

Twp Mgr Lynch indicated Mr. Johnson communicated he was available and receptive to reappointment for 2015 if the Board of Supervisors moved the appointment.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to reappoint John Johnson, Township resident, as Chair of the Vacancy Board for a 1-year term of office.

9. Appointments to Township Boards, Commissions and related

The Board considered appointments (re appointments) to the various Township Advisory Boards and Commissions (ABC's) for 2015 based upon prior notice to Township residents (published in the Township Newsletter, Township web site and public meetings) and responses there from. Mr. Lynch submitted (12-09-14) a summary packet of Applicants and related information for review by the Supervisors.

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| A. | Planning Commission (3) | (4 year term) | (Tritle) @ |
| | Planning Commission | (4 year term) | (Deaville) @ |
| | Planning Commission | (4 year term) | (Bush (Cindy)) @ |

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to reappoint Wilbur Tritle, Kathryn Deaville and Cindy Bush to the Planning Commission, each, for a 4 year term.

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| B. | Zoning Hearing Board (1) | (3 year term) | (Ali-Jackson) @ |
| | Zoning Hearing Board Alternate (#1) | (3 year term) | Bush (Dan) @ |

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to reappoint Kamil Ali-Jackson, Esq. to the Zoning Hearing Board for a 3 year term and Dan Bush, Esq. as Zoning Hearing Board Alternate (#1) for a 3 year term.

The Board of Supervisors agreed there was no need to appoint a 2nd Alternate to the Zoning Hearing Board at this time.

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| C. | Historical Commission (1) | (5 year term) | (Gallagher @) |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to reappoint Richard Gallagher to the Historical Commission for a 5 year term.

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| D. | H.A.R.B. (1) | (5 year term) | (Buchanan @) |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to reappoint Richard Buchanan, AIA to the Historical Architectural Review Board for a 5 year term.

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| E. | Parks & Recreation Board (2) | (5 year term) | (Hamel) @ |
| | Parks & Recreation Board | (5 year term) | (Fidler) @ |

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously re appoint Joseph Hamel and John Fidler to the Parks & Recreation Board, each, for a 5 year term.

Secretary's Note: Board membership currently 8, intention of P & R Board to decrease membership to 7 members through attrition / resignation.

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| F. | Emergency Management Coordinator | (1 year term) | (Ronayne) @ |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to re appoint William Ronayne as Township Emergency Management Coordinator for a 1 year term.

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| G. | Environmental Advisory Council (2) | (3 year term) | (Myhre) @ |
| | | (3 year term) | (Williams) @ |

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to re appoint Charles Myhre and David Williams, each, to the Environmental Advisory Council for a 3 year term.

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| H. | Green Committee (1) | (3 year term) | (Hagens) |
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The BOS agreed to defer action on the vacancy pending a recommendation from the Green Committee.

Twp Mgr Lynch reported that there is one interested Township resident at this time for appointment and this information will be submitted to the Green Committee Chair.

The Board of Supervisors thanked former Township Supervisor John Hagens for his valued service on the Green Committee (and the Trails Sub-committee of the P & R Board) since 2012.

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| I. | Trails Sub-Committee of P&R Board
(15 +/- ad hoc members)
(Spangler, Baxter, Blanco, Colley, Cornwell, Fleming, Hamel, Hatzipavlidis, Hawkes, Kenny, Mehl, Parman, Rothman, Singer, Schaum, Wakefield) | Re Commission for 2015
(1 year term) |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to re commission the Trails Sub-committee for 2015 and to re appoint the following persons to the Trails Sub-Committee of the Parks & Recreation Board, each, for a 1 year term: Spangler, Baxter, Blanco, Colley, Cornwell, Fleming, Hamel, Hatzipavlidis, Hawkes, Kenny, Mehl, Parman, Rothman, Singer, Schaum, and, Wakefield.

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| J. | Traffic Committee
(7 members)
(Davis, Cavanaugh, Yarnall, Bohn, Lucas, DeFonzi, Ruggeri (and Carroll –At-Large) | Re Commission for 2015
(1 year term) |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to recommission the Traffic Committee for 2015 and reappoint the following persons to the Township Traffic Committee, each, for a 1 year term: Patrick Davis, Jo Anne Yarnall (WCASD), Chief Scott Bohn (WCPD), Twp Engineer Mark Lucas, Andrew DeFonzi , Ken Cavanaugh and Eric Ruggeri. The Board of Supervisors agreed to reappoint Twp Public Works Director John Carroll to the Traffic Committee as an At-Large member for 2015.

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| K. | Agricultural Area Advisory Committee
(5 members)
(Armstrong, Bedwell, Cornwell, Duffy, Egan) | Re Commission for 2015
(1 year term) |
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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to re commission the Agricultural Area Advisory Committee for 2015 and to re appoint the following persons to the Township Agricultural Advisory Committee each for a 1 year term: Joseph Armstrong, Mark Bedwell, Moses Cornwell, Beatrice Duffy and Township Supervisor Thomas Egan (required by Act to serve as Committee Chair).

Secretary's Note: The most recent mandatory (7-year) ASA Review was completed successfully in 2013.

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| L. | BVSBC (2) (Brandywine Valley Scenic Byway Commission)
BVSBC | (1 Year Term) (Rothman) @
(1 Year Term) (Haigney) @ |
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On motion of Dr. Egan, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 with Mr. Snook abstaining (employee of Brandywine Conservancy and project consultant to the BVSBC Commission) to continue membership in the BVSBC (Brandywine Valley Scenic Byway Commission) for 2015 and to reappoint Fred Rothman and James Haigney as Township representatives on the Commission each for a 1 year term.

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| M. | WCACOG Representatives | (1 year term) (Snook) @ |
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On motion of Dr. Egan, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 to reappoint John Snook to serve as Township representative on the West Chester Area Council of Governments for a 1 year term.

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| N. | Additional Appointments
None at this time. |
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Secretary's Note: Township Building Code Appeals Board (re) established 08-09-12 (by Resolution #15-2012 which thereby delegated authority to WCACOG Appeals Board w/ members Lister and Horn East Bradford Township representatives w/ 5 year terms through 12-31-17.

Agenda Legend (referenced above)

@ = incumbent seeking re appointment

bold = NOT seeking re appointment

** = Oaths of Office to be taken

The Board of Supervisors thanked all the Township ABC volunteers who were reappointed this year for their continued interest to serve the Township and to those standing members on the ABC's who continue to serve.

The Supervisors also thanked all of the Township residents who expressed an interest in seeking a volunteer appointment and to continue to express interest to serve their Township if they were not appointed this year. The Supervisors finally extended thanks and best wishes for a successful appointment and service to each of the newly appointed Township volunteers.

10. Ratify Depositories for Township Funds (Susquehanna Bank; PLGIT)

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to accept the recommendations of the Township Manager for continuation of Susquehanna Bank for all regular banking and selected savings, operating & investment accounts and continuation of PLGIT (Pennsylvania Local Government Investment Trust) for selected fund investments.

11. Affirm (BOS) Regular / Work Session(s) Monthly Meetings for 2015

Regular Meeting – 2nd Tuesday, 7:00 P.M.
 Work Session -- Thursday prior to Regular Meeting, 06:00 P.M.
 Work Session-- 2nd Tuesday, 6:00 P.M.

The BOS agreed to continue its current meeting schedule for 2015 as follows:

BOS work session – Thursday each month, 06:00 P.M. (prior to BOS regular second Tuesday meeting);

BOS pre-regular meeting work session – second Tuesday each month, 06:00 P.M.; and,

BOS regular business meeting – second Tuesday each month, 07:00 P.M.

12. Newspaper(s) to Publish Legal Notices (Daily Local News)

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to continue to use the Daily Local News (or other area newspapers deemed to be of acceptable local distribution, at the discretion of the Township Secretary) for publication of advertisements and other public notices for 2015.

The PA Legislature was unable to adopt legislation in 2009 to permit municipalities to publish legal notices on its web site. The BOS again suggested that the Township State Senator and Representatives be contacted to request reintroduction of this legislation in 2015.

Twp Mgr Lynch indicated that www.eastbradford.org, the Township official web site will continue to serve as the unofficial vehicle for broadcast of public notices in 2015.

Secretary's Note: Public Notice of the annual meeting schedule of the Board of Supervisors and inclusive of the respective regular meeting schedules of the Planning Commission, Historical Commission, Parks & Recreation Board, Environmental Advisory Counsel, Trails Sub-committee, Traffic Committee and Green Committee and other Township bodies is published in the Daily Local News each year (12-29-14 for 2015 Schedule).

Public notices for other Township bodies that meet infrequently as needed (Zoning Hearing Board, H.A.R.B, and Agricultural Advisory Committee) are published in the Daily Local News in accordance with legal notice requirements. Public Notices also are posted at the Township Building and the Township web site (www.eastbradford.org).

13. Confirm 2015 holidays (12) for Township employees

(NY, PD, GF, MD, ID, LD, TD (+T Friday), CD (+Eve) and (2) Floating)

Twp Mgr Lynch confirmed the employee holidays and indicated the list remains essentially unchanged since 1990 and recommended the continuation of same in 2015 as follows: New Years, Presidents Day,

Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, Christmas Day, and two (2) Floating Holidays.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to authorize the following employee holidays for 2015 wherein the Township Offices will be closed (or be open for limited hours w/ skeleton staff): New Years, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Thanksgiving Friday, Christmas Eve, Christmas Day, and two (2) Floating Holidays (12 total for 2015).

Secretary's Note: The Township Administration Offices and Public Works Garage are open on the following days: Martin Luther King Day, Veterans Day, Flag Day and Election Day.

14. Certify Delegates to the PSATS Annual Convention (optional)

Mr. Lynch indicated that PSATS recommends the townships appoint delegates to the annual PSATS convention (April, 2015). The Township Manager may be a delegate but a Township Supervisor must serve as the voting delegate.

The Board of Supervisors agreed to certify John Snook and Vince Pompo as Township delegates to the 2015 PSATS Spring (and Fall) Convention(s) pending decisions on attendance and participation by the Supervisors.

OATH OF OFFICE

Twp Manager Lynch in referring to Act 76 of 2008 which clarifies the language within the oath or affirmation of office that every appointed municipal officer is required to take indicated that all required Township employees will take the Oath of Office Monday, 01-05-15 before commencing their duties including Township Manager, Township Asst Manager, Township Engineer, Township Codes Official, Township Deputy Tax Collector and Public Works Director.

15. Other (Old / New) Business

A. Adopt Emergency Services Resolution (# 01 of 2015)

(Note: service boundary revision reflects return of primary response service area (northern and western portions of Township) to West Bradford Fire Company.

On motion of Mr. Snook, seconded by Dr. Egan, the Board voted unanimously to adopt Resolution # 01 of 2015 describing the emergency service providers and first response boundaries for the Township in 2015.

B. Adopt 2015 ZHB Appointment Resolution (per Act 247) Resolution (# 02 of 2015)

The purpose of the proposed resolution is to comply (technically) with Act 247, The Municipalities Planning Code, wherein it indicated Zoning Hearing Board members are to be appointed by the governing body by "resolution".

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt East Bradford Township Resolution # 02 of 2015, appointing all current members to the Zoning Hearing Board as provided in Article IX of Act 247, as amended.

C. Adopt 2015 Emergency Management Plan Update Resolution (# 03 of 2015)

Twp Emergency Management Coordinator William Ronayne, requests the Board of Supervisors adopt the Resolution approving the various administrative updates to the East Bradford Township Emergency Management Plan for 2015.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt East Bradford Township Resolution # 03 of 2015, approving an update to the East Bradford Township Emergency Management Plan for 2015.

D. Adopt 2015 Fee Schedule Resolution (# 04 of 2015)

Asst Mgr Cantlin prepared and submitted the proposed annual resolution and fee schedule to the BOS

which provides for various charges, fees, escrow deposits and related service costs charged by the Township to conduct business.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt East Bradford Township Resolution # 04 of 2015 providing for an update of the fees required by the Township for the conduct of business including subdivision / land development fees and escrows, building permit fees, zoning fees and miscellaneous administrative fees for services.

E. BOS Liaison 2015 Assignments

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to maintain the same Board Liaison assignments for 2015, as follows:

Planning Commission	Pompo
Zoning Hearing Board	Pompo
Historical Commission & HARB	Egan
BVSBC	Egan
Parks & Recreation Board	Snook
Trails Sub-Committee P&R	Snook
Traffic Committee	Pompo
EAC	Snook
Green Committee	Snook
Agricultural Area Advisory Committee	Egan
EB Art Scholarship Committee (ad hoc established February 2013)	Egan
Staff	Pompo (BOS Chair)

F. Township Employee Compensation Policy

Vice Chair Egan requested, and Chair Pompo agreed, to defer this item to the Work Session for review and discussion.

OTHER BUSINESS:

1. Pension (Act 44 – Chapter 7-A) Disclosure Statement (PSATS/Trustees) – adopt for 2015
 Twp Mgr Lynch referred the BOS to a Disclosure Statement required by Chapter 7-A of Act 44 of 2009 - Municipal Pension Plan Funding Standard and Recovery Act. The Disclosure Statement covers the administrative, actuarial, investment and advisory services which are provided to the Township for its non-uniform employee pension plan through the PSATS Pension Trust, Summit Financial Corporation and Nationwide. This is an annual update requirement.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the PSATS Pennsylvania Municipalities Pension Trust Disclosure Form as recommended and advised by PSATS for the Township non-uniform employee pension plan for 2015.

The Disclosure Form will be posted on the Township web site.

PUBLIC COMMENT –

None offered / received at this time.

Executive Session (at discretion of Chair) –

None at this time.

MEETING ADJOURNMENT:

The Board of Supervisors, on motion of Mr. Snook and seconded by Dr. Egan, adjourned the meeting at approximately 08:29 A.M.

Michael P. Lynch,
 Township Secretary

Secretary's Note: Second Class Township Code – Organization Meeting first Monday in January of each year but if the first Monday is a legal holiday the meeting shall be held the following day.