

**WHITPAIN TOWNSHIP
BOARD OF SUPERVISORS' AGENDA #01-2023
JANUARY 3, 2023
6:00 PM**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89603433532?pwd=Y2pLWk1sQmFZMHNnSE9lWHFOTnc5Zz09>

Passcode: 624087 or by phone: +1 301 715 8592 Webinar ID: 896 0343 3532
Passcode: 624087

1. Salute to the Flag.

2. Supervisors elect:

Chair

Vice Chair

Second Vice Chair

Secretary

Treasurer

3. Consent Agenda:

a. Board of Supervisors appoint for 2023:

Township Solicitor
Rudolph Clarke, LLC

Michael P. Clarke, Esq.
Alexander M. Glassman, Esq.

Solicitor for Personnel Matters
Obermayer Rebmann Maxwell & Hippel LLP

Melissa Atkins, Esq.

Solicitor for Environmental Matters
Manko Gold Katcher Fox LLP

Robert D. Fox, Esq.

Board of Appeals Solicitor
Law Office of Kilkenny Law

Patrick M. Hitchens, Esq.

Planning Consultant

LandConcepts

Sewer Consulting Engineer
SC Engineers

Alfred S. Ciottoni, P.E.

Traffic Engineering Consultants

McMahon Associates (monthly)

- b. Board of Supervisors confirm 2023 appointment by Zoning Hearing Board:

Zoning Hearing Board Solicitor Patrick M. Hitchens, Esq.

- c. Motion to approve the following rates of service for 2023:

Township Solicitor	\$195/hr.
Zoning Hearing Board Solicitor	\$175/hr.
Board of Appeals Solicitor	\$175/hr.
Solicitor for Personnel Matters	\$295/hr.
Solicitor for Environmental Matters	\$775/hr.
Planning Consultant	\$135/hr.
Sewer Consulting Engineer	\$159/hr.
Traffic Engineering Consultant	\$195/hr.

- d. Supervisors appoint and re-appoint terms of office on Township Boards and Commissions as follows:

	TERM	EXPIRES	
		December 31:	
Board of Appeals	5 years	2027	Jack Duddy
Human Relations Comm	3 years	2025	Stephen Odhiambo
Park & Open Space Bd	5 years	2027	Angela Prestia Dougherty
Park & Open Space Bd	5 years	2027	Jon N. Wallner
Planning Commission	4 years	2026	Kenneth Corti
Planning Commission	4 years	2026	Kurt Zintner
Shade Tree Commission	5 years	2027	Edgar David
Zoning Hearing Board	5 years	2027	Kyle Speece
Sewer Authority Rep	5 years	2027	David J. Mrochko
Vacancy Board Chair	1 year	2023	Susan Miller

- e. Motion to authorize the five (5) present members of the Board of Supervisors, Township Manager, and Director of Finance to sign all Whitpain Township fund checks.
- f. Motion to authorize the Township Manager, and Director of Finance to sign payroll checks, and authorize payroll checks to be paid in 2023 without monthly motion.
- g. Motion to authorize the Township Manager to prepare checks pending Board approval of the monthly voucher list. (To be signed by authorized personnel when necessary to meet the Township's obligations.)
- h. Motion to set the Treasurer's Bond for 2023 at \$1,000,000.

i. Motion to authorize the Director of Finance to transfer funds among the various Township accounts.

j. Motion to disburse and replenish petty cash funds for select departments for the year 2023, as follows:

Finance	\$500	Public Works	\$250
Police	\$500	Parks & Rec	\$250

In the event of an emergency, the Township Manager is authorized to temporarily increase petty cash funds at his discretion.

k. Motion to name TD Bank and PLGIT as depositories for Township funds for 2023, fulfilling the requirements of the Township's investment policy for investment of Township funds.

l. Motion to set the 2023 mileage reimbursement rate at \$.655 per mile for use of personal vehicles for Township business.

m. Motion to authorize the Chairman and Secretary to sign on behalf of Whitpain Township all Declarations of Covenants, Easements and Restrictions Concerning Stormwater Facilities Agreement between individual property owners and Whitpain Township after the township engineer has approved the property owner's plans. These agreements address operations and maintenance responsibilities for on-site stormwater management systems that are to be installed on private property.

n. Confirming motion to approve the 2023 Committee Assignments for Operations and Policy (Supervisors Minnick and Badami), Finance and Pension (Supervisors Koch and Badami), and Emergency Services (Supervisors Campolongo and Keller).

o. Motion to name Board members as Supervisor Liaisons:

- Joyce Keller to the Shade Tree Commission
- Jeffrey Campolongo to the Human Relations Commission
- Michele Minnick to the Environmental Advisory Council

p. Motion to authorize the Township Manager to sign an agreement with Maillie, LLP for an audit of the Township Financial statements for the years ending December 31, 2023 through December 31, 2025. The annual fee is \$35,000 for 2023, \$35,500 for 2024 and \$36,000 for 2025.

q. Supervisors schedule meetings for 2023 as follows:

Tuesday, January 17 – Business Meeting – 6 p.m.
Tuesday, February 7 – Work Session – 6 p.m.
Tuesday, February 21 – Business Meeting – 6 p.m.
Tuesday, March 7 – Work Session – 6 p.m.
Tuesday, March 21 – Business Meeting – 6 p.m.
Tuesday April 4 – Work Session – 6 p.m.
Tuesday, April 18 – Business Meeting – 6 p.m.
Tuesday, May 2 – Work Session – 6 p.m.
Wednesday, May 17 – Business Meeting – 6 p.m.
Tuesday, June 6 – Work Session – 6 p.m.
Tuesday, June 20 – Business Meeting – 6 p.m.
Wednesday, July 5 – Work Session – 6 p.m.
Tuesday, July 18 – Business Meeting – 6 p.m.
Tuesday, August 1 – Work Session – 6 p.m.
Tuesday, August 15 – Business Meeting – 6 p.m.
Tuesday, September 5 – Work Session – 6 p.m.
Tuesday, September 19 – Business Meeting – 6 p.m.
Tuesday, October 3 – Work Session – 6 p.m.
Tuesday, October 17 – Business Meeting – 6 p.m.
Wednesday, November 8 – Work Session – 6 p.m.
Tuesday, November 21 – Business Meeting – 6 p.m.
Tuesday, December 5 – Work Session – 6 p.m.
Tuesday, December 19 – Business Meeting – 6 p.m.

r. Motion to schedule the following as Township 2023 holidays for employees:

New Year's Day – January 1 (celebrated 01/02/23)
Martin Luther King Day – January 16
Presidents' Day – February 20
Memorial Day – May 29
Juneteenth – June 19
Independence Day – July 4
Labor Day – September 4
Veteran's Day – November 10
Thanksgiving Day – November 23
Friday following Thanksgiving Day
Christmas Eve - ½ day - December 22
Christmas Day – December 25
New Year's Eve - ½ day – December 29

Note: Police – Receive holiday hours per contract.

4. Motion to certify Joyce M. Keller and Jeffrey Campolongo as delegates to the 2023 Pennsylvania State Association of Township Supervisors' Annual Convention in Hershey, April 23 to 26, 2023 with Joyce Keller as the voting delegate, and Jeff Campolongo as the alternate delegate.
5. Motion to pass Resolution No. 1528 authorizing the Township Manager and Finance Director to maintain an account with TD Bank for the Whitpain Township Community Center.
6. Motion to approve Change Order No. 3 for the Pulaski Drive Bridge Replacement Project. The final total contract amount remains in the amount of \$1,388,769 to Lobar Site Development Corp. of Dillsburg, PA. Change Order No. 3 extends the contract time for completion of the project for an additional twenty-six calendar days to January 23, 2023.
7. Motion to approve the preliminary December 2022 Voucher List totaling \$1,093,231.16 check sequence #77532 through #77831.

ANNOUNCEMENTS

- A. The elected Township Board of Auditors will hold its organization meeting on Wednesday, January 4, 2023 at 5 p.m.
 - B. Christmas trees will be collected for recycling Monday and Wednesday, January 9 and 11, 2023 and also Monday and Wednesday, January 23 and 25, 2023 along with the monthly leaf waste material.

Monday collections are made south of Skippack Pike, and Wednesday collections are made north of Skippack Pike. Christmas trees must be free of any ornamentation, including tree bags, lights, tinsel, hooks, etc., or they will not be collected. Please have your items out at the curb the night before your scheduled pickup.
8. Public Comment.
 9. Old Business/New Business/Closing Comments (Supervisors).