



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
January 4, 2016  
Approved

Attending:

Board of Supervisors

Kevin C. Kerr, Member  
Guy A. Donatelli, Member  
Jamie W. Goncharoff, Member

Township Administration

Cary B. Vargo, Township Manager  
Gwen A. Jonik, Township Secretary  
John DeMarco, Police Chief  
Mike Heckman, Director of Public Works  
Al Gaspari, Codes Administrator

Mr. Jamie Goncharoff recited his Oath of Office this evening at 6:55 p.m., administered by District Judge Lori Novak Donatelli.

Mr. Kerr called the meeting to order at 7:01 p.m., led the Pledge of Allegiance and offered a moment of silence.

Organization of the Board

Mr. Kerr asked Mr. Vargo to conduct the election of Supervisors' Chairperson for calendar year 2016. Mr. Vargo requested nominations for Chairperson. Mr. Goncharoff nominated Mr. Donatelli, seconded by Mr. Kerr. Mr. Donatelli was elected Chairperson with two in favor and one abstention (Donatelli).

Mr. Goncharoff nominated Mr. Kerr for Vice Chairperson for 2016, seconded by Mr. Donatelli. The Motion carried with 2 in favor, 1 abstention (Kerr).

Appointments

Mr. Donatelli read the following list of Township Staff, Consultants and Legal Firms for re-appointment for one-year terms:

- |   |   |
|---|---|
| a. Township Manager                       | Cary Vargo                                |
| b. Township Secretary                     | Gwen Jonik                                |
| c. Right-To-Know (Open Records) Officer   | Gwen Jonik                                |
| d. Right-To-Know Officer (Police)         | Chief John DeMarco                        |
| e. Township Treasurer                     | Jill Bukata, C.P.A.                       |
| f. Codes Administrator                    | Al Gaspari                                |
| g. Assistant Codes Administrator          | Gilmore & Associates                      |
| h. Township Engineer                      | Gilmore & Associates                      |
| i. Township Planner                       | Brandywine Conservancy                    |
| j. Township Traffic Engineer              | McMahon Associates, Inc.                  |
| k. Township Wastewater Engineer           | ARRO Consulting, Inc.                     |
| l. Township Municipal Authority Solicitor | Christopher Frantz, Esquire               |
| m. Township Wastewater Facility Operator  | Clean Water, Inc.                         |
| n. Road Master                            | Michael Heckman, Director of Public Works |
| o. Township Fire Marshal                  | Richard Ruth                              |
| p. Township Auditor                       | Barbacane, Thornton and Company           |
| q. Township Solicitor                     | John E. Good, Esquire                     |
| r. Township Solicitor-Alternate           | Buckley, Brion, McGuire, Morris, Sommer   |

- |                                   |   |
|-----------------------------------|---|
| s. Township Labor Solicitor       | Reed, Smith, Shaw, McClay               |
| t. Zoning Hearing Board Solicitor | Craig Kalemjian, Esquire                |
| u. Vacancy Board                  | Cathy Tomlinson                         |
| v. Deputy Township Tax Collector  | Jill Bukata, C.P.A., Township Treasurer |

Mr. Kerr moved, seconded by Mr. Goncharoff, to re-appoint the above-mentioned Staff, Consultants and Legal Firms for 2016. The Motion carried unanimously.

Mr. Donatelli read the following list of Boards and Commissions Members for re-appointment to their respective Board/Commission.

- Emergency Management Planning Commission (3 Year Term):  
Bernie Carroll, Jamie Goncharoff
- Historic Commission (3 Year Term): Brett Hand
- Municipal Authority (5 Year Term): Lou Schack
- Park and Recreation (5 Year Term): no term expirations;
- Planning Commission (5 Year Term): Joe Stoyack
- Technology Advisory Board (3 Year Term): Ric Bassler, Ilya Lehrman
- Zoning Hearing Board (3 Year Term): Cliff Schultz

Mr. Kerr moved, seconded by Mr. Goncharoff, to re-appoint the above-mentioned Boards and Commissions members. The Motion carried unanimously.

Mr. Kerr moved, seconded by Mr. Goncharoff, to recognize the Board of Elected Auditors as listed below (6-Year Term), establish the Bond rates as listed below, and recognize the depositories of Township Funds as listed below. The Motion carried unanimously.

- Elected Auditors:
- |                      |                                |
|----------------------|--------------------------------|
| Steven McNaughton    | Term expires December 31, 2017 |
| William Perry Hughes | Term expires December 31, 2019 |
| Frederick Clark      | Term expires December 31, 2021 |

- Bond rates to be established:
- |                               |             |
|-------------------------------|-------------|
| Township Treasurer's Bond     | \$2,000,000 |
| Township Manager's Bond       | \$ 100,000  |
| Township Tax Collector's Bond | \$ 225,000  |

- Depositories of Township's Funds:
- National Penn Bank
  - Meridian Bank
  - Downingtown National Bank
  - First Resource Bank (Certificate of Deposit)
  - Penn Liberty Bank (Certificate of Deposit)
  - Pennsylvania School District Liquid Asset Fund (PSDLAF)
  - US Bank (Bond interest)

Mr. Donatelli announced the following Board of Supervisors Meeting Schedule for 2016:

- 2<sup>nd</sup> Tuesdays 4:00 PM Workshop
- 3<sup>rd</sup> Mondays 7:00 PM Regular Meeting
- Location: Township Building, 140 Pottstown Pike, Chester Springs, PA 19425

Mr. Goncharoff moved, seconded by Mr. Donatelli, to establish Mr. Kerr as the voting delegate for the Pennsylvania State Association of Township Supervisors' Annual Convention – April 17-20, 2016 and for the Chester County Association of Township Officials Spring (March) and Fall (November) Conventions. The Motion carried unanimously.

Mr. Goncharoff moved, seconded by Mr. Donatelli, to appoint Mr. Kerr as the Police Liaison for 2016. The Motion carried unanimously.

Open Session

No comments were offered.

Adjournment

There being no further business to be brought before the Board, Mr. Donatelli adjourned the meeting at 7:05 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary