

FOR APPROVAL

FRANKLIN TOWNSHIP BOARD OF SUPERVISORS' MINUTES ORGANIZATIONAL MEETING January 4, 2021

Call to Order:

Township Manager/Treasurer Joan McVaugh, acting as Temporary Chairman, called the January 4, 2021 Board of Supervisors Organizational Meeting to order at 7:00 p.m. via ZOOM. Present were supervisors Auerbach, Dea, Gerstenhaber, McVeigh, and Morris. Also in attendance were Assistant Twp. Mgr. Jeff Eastburn and Secretary Mary Opromolla. There were 3 members of the public in attendance.

The meeting was commenced with the Pledge of Allegiance to the Flag.

Organization of the Board:

1. **Nomination and Election of Chairman:** Manager McVaugh called for nominations for the position of Chairman of the Board for 2021. Supervisor John Auerbach nominated Supervisor Gerstenhaber; the nomination was seconded by Supervisor Dea. The motion failed in a 2-3 vote with Supervisors Morris, Gerstenhaber, and McVeigh voting nay. Supervisor Morris nominated Mary McVeigh for Chairman, seconded by Supervisor Gerstenhaber. The nomination passed by a vote of 5-0. Manager McVaugh then turned the meeting over to Chairman McVeigh.
2. **Nomination and Election of Vice Chairman:** Chairman McVeigh opened the floor for nominations. Supervisor Morris nominated Supervisor Gerstenhaber as Vice Chairman, seconded by Chair McVeigh. The nomination passed 5-0.
3. **Appointed Positions:** Supervisor Auerbach motioned, seconded by Vice Chair Gerstenhaber, to appoint the following individuals and firms as officials, engineers, and consultants for the Township:
 1. Joan McVaugh as Township Manager
 2. Joan McVaugh as Township Treasurer
 3. Mary Opromolla as Township Secretary
 4. Lamb McErlane as Township Solicitor
 5. LTL Consultants as Township General Engineer and Traffic Engineer
 6. Ragan Engineering as Township General Engineer for special projects
 7. AECOM as Township Sanitary Engineer
 8. LTL Consultants as Township Building Inspector/Zoning Officer and Code Enforcement Officer

Discussion: Supervisor Dea noted that there was another significant fee increase of 7.64% to AECOM for the project manager position at AECOM. While this salary is still acceptable and would not change the final decision, Supervisor Dea questioned why there was such an increase in two consecutive years. Manager McVaugh will follow up with AECOM. There were no changes in the list of appointments from the previous year. Motion passed 5-0.

4. **Vacancy Board:** Vice Chair Gerstenhaber motioned, seconded by Supervisor Morris, to appoint Eric Palm to a 1-year term on the Vacancy Board through December 31, 2021. Motion passed 3-2 with Supervisors Auerbach and Dea voting nay.

Discussion: Vice Chair Gerstenhaber spoke of Eric Palm's qualifications. Mr. Palm is an attorney and currently working as a project management for environmental engineering companies. He has a lot of interest in the Township and was interested in the position. Supervisor Auerbach considered

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the nomination of Dave Phillips for the Vacancy Position; Mr. Phillips was the involved in the Township for many years and was the president of the FSA from 2012-2019.

5. Planning Commission (PC): Supervisor Dea made a motion to appoint Brent Van Lith, seconded by Supervisor Auerbach. The motion failed in a 2-3 vote with Supervisors Morris, Gerstenhaber, and McVeigh voting nay. Vice Chair Gerstenhaber motioned, seconded by Supervisor Morris to appoint Matt Goin to a 4-year term on the Planning Commission through December 31, 2024. Motion passed 3-2, with Supervisors Auerbach and Dea voting nay.

Discussions: Supervisor Auerbach reviewed Mr. Van Lith's qualifications as a civil engineer and his continued support to the Township. Vice Chair Gerstenhaber indicated that Mr. Goin is an advocate for agritourism which is in line with the interest of several members of our Township.

6. Zoning Hearing Board (ZHB): Chair McVeigh motioned, seconded by Vice Chair Gerstenhaber, to appoint Connie Chiasson to a 3-year term on the ZHB through December 31, 2023. Motion passed 5-0.
7. Zoning Hearing Board (ZHB): Supervisor Morris motioned, seconded by Supervisor Auerbach, to appoint Dave Francis to a 3-year term on the ZHB through December 31, 2023. Motion passed 5-0.
8. Zoning Hearing Board (ZHB): Supervisor Auerbach motioned, seconded by Vice Chair Gerstenhaber, to appoint Jack Nystrom to a 3-year term as a ZHB alternate through December 31, 2023. Motion carried 5-0.
9. Historical Architectural Review Board (HARB): Supervisor Dea motioned, seconded by Supervisor Auerbach, to appoint Chuck Phillips to a 5-year term on the HARB to expire December 31, 2025. Motion passed 5-0.
10. Historical Architectural Review Board (HARB): Vice Chair Gerstenhaber motioned, seconded by Chair McVeigh, to appoint Sara Beth Kohut to a 5-year term on the HARB to expire December 31, 2025. Motion passed 5-0.
11. Emergency Management Coordinator: Chair McVeigh motioned, seconded by Supervisor Morris, to appoint Harold Walls to a 1-year term as Emergency Management Coordinator through December 31, 2021. Motion passed 5-0.

Discussion: Harold Walls is looking for volunteers to support the Township on the Emergency Services to assist with manning phones which includes following instructions based on directions from Chester County. Any interested persons should contact Township Manger McVaugh.
12. UCC Appeals Board: Supervisor Morris motioned, seconded by Supervisor Auerbach, to appoint Eric Brindle to a 5-year term on the UCC Appeals Board to expire on December 31, 2025. Motion passed 5-0.
13. UCC Appeals Board: Supervisor Auerbach motioned, seconded by Vice Chair Gerstenhaber, to appoint William Finch to a 5-year term on the UCC Appeals Board to expire on December 31, 2025. Motion passed 5-0.
14. Resolution 2021-01 Engineers and Consulting Fees: Supervisor Dea motioned, seconded by Vice Chair Gerstenhaber, to adopt Resolution 2021-01 setting the fees of the Township engineers and consultants as listed in Exhibits A, B, C, C1, D, E and F. Motion carried 5-0.
15. Resolution 2021-02 – Barbacane Thornton: Vice Chair Gerstenhaber motioned, seconded by Supervisor Dea, that the Board adopt Resolution 2021-02 authorizing the firm of Barbacane Thornton to conduct the 2020 Township Audit. The motion carried 5-0.
16. Resolution 2021-03 – Financial Institutions: Chair McVeigh moved, seconded by Supervisor Dea, that the Board adopt Resolution 2021-03, authorizing the use of Fulton Bank and the Pennsylvania

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Local Government Investment Trust (PLGIT) as designated financial institutions for Franklin Township. Motion passed 5-0.

17. Resolution 2021-04 – Township Fees: Supervisor Morris motioned, seconded by Vice Chair Gerstenhaber, that the Board adopt Resolution 2021-04, a fee resolution, outlining the costs involved in doing business within the Township. The motion passed 5-0.

Discussion: Supervisor Morris was concerned with our exposure to exceptions for conditional use. She is looking to limit our exposure to possible over expenditures beyond our fees. The Manager and Board will discuss this with the Solicitor to determine if a tier pricing structure is possible. Supervisor Dea wanted clarification that there were no changes to this year's fee schedule. Manager McVaugh stated that the fees are the same as in 2020.

18. Resolution 2021-05 – Signers: Supervisor Auerbach moved, seconded by Supervisor Dea, that the Board adopt Resolution 2021-05, the signer's resolution designating those Township officials who are authorized signers for Township funds and accounts. Motion carried 5-0.

19. 2021 Meeting Dates: Supervisor Dea motion, seconded by Mr. Auerbach, that the Board approve the advertising of the 2021 Township Meeting Schedule as follows:

- Setting the Board of Supervisors meetings for the 3rd Wednesday of each month beginning at 7 p.m.
- Setting the Planning Commission meetings for the 1st Thursday of each month beginning at 7 p.m.
- Setting the joint Historical Commission/HARB meetings for the 1st Tuesday of every month as needed beginning at 7 p.m.
- Setting the Emergency Management meetings for the 1st Monday of each month as needed. Motion carried 5-0.

20. 2021 Township Holiday Schedule/Office closings: Vice Chair Gerstenhaber motioned, seconded by Supervisor Auerbach that the Board approve the following 11 dates as official paid holidays for the Township staff and authorize the Township Office to be closed on those days:

- January 1 New Year's Day
- January 18 Martin Luther King Day
- February 15 President's Day
- April 2 Good Friday
- May 31 Memorial Day
- July 5 Independence Day
- September 6 Labor Day
- November 25&26 Thanksgiving Holiday
- December 23&24 Christmas Holiday

Motion passed 5-0.

21. Designation of Newspaper for legal advertising: Chair McVeigh moved, seconded by Vice Chair Gerstenhaber, that the Board authorize the use of the Daily Local News, Chester County Press, and the Avon Grove Sun for all legal advertising. Motion passed 5-0.

Discussion: Supervisor Dea wanted to know if there are other options for advertising. Chair McVeigh indicated that there is a State Representative that is looking to propose new legislation that allows Municipalities and School Boards to advertise on their websites. When the legislation is proposed again, it is important that Schools, Townships and Municipalities voice their support.

22. Treasurer's Bond: Supervisor Morris moved, seconded by Vice Chair Gerstenhaber, that the Board approve the Treasurer's Bond for 2021 to be set at \$1.5 million.

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Discussion: Mr. Auerbach noted that the Bond covers the maximum amount of money over which the Treasurer has control at any point and this amount is the same as last year. Motion carried 5-0.

23. *Appointment of Delegates to the PSATS Annual Convention May 4-6, 2021:* Supervisor Auerbach moved, seconded by Supervisor Dea, that any supervisor who attends the PSATS Conference can be designated as the Township's voting member.

Discussion: Mr. Auerbach suggested that the new members of the Board should consider attending the PSATS Conference. Given the current environment with COVID-19, activities associated with this conference might change. Motion passed 5-0.

Comment: Chair McVeigh asked the residents to please check our Franklin Township website for the webinar on Tuesday January 5th regarding information on vaccinations.

Public Comment: No public comment.

Adjourn: The meeting was adjourned at 8:09 p.m.

Respectfully submitted,

Mary Opromolla
Township Secretary