

**NEW HANOVER TOWNSHIP  
BOARD OF SUPERVISORS  
RE-ORGANIZATION MEETING  
JANUARY 3, 2017**

The re-organization meeting of the New Hanover Township Board of Supervisors took place on January 3, 2017 beginning at 6:30 PM at the New Hanover Township municipal building, 2943 N. Charlotte Street, Gilbertsville, PA. 19525. Supervisors present were Philip Agliano, Andrew Kelly, Marie Livelsberger, Charles Garner Jr. and Kurt Zebrowski. Also present were Township Manager Jamie Gwynn, Solicitor Andrew Bellwoar and Eileen Pogany. The meeting was called to order by Philip Agliano who led in a Salute to the Flag.

**ORGANIZATION OF THE BOARD OF SUPERVISORS**

Andrew Bellwoar was asked to open nominations for Temporary Chairperson. Mr. Bellwoar stated that the meeting is being conducted in accordance with the Second Class Township Code and that it has been properly advertised. He called for nominations for temporary chairperson.

- **Motion** to appoint Philip Agliano as the Temporary Chairman of the Board for the purpose of accepting nominations for the position of Chairman of the Board was made by Charles Garner Jr., **seconded** by Kurt Zebrowski. There being no further nominations Philip Agliano was appointed by vote of 5-0. Andrew Kelly **moved** to close the nominations, Charles Garner Jr. **seconded** the **motion** and it **carried 5-0**. Temporary Chairman Philip Agliano called for a **motion** for position of Chairman.
- Andrew Kelly **moved** to appoint Philip Agliano to the position as Chairman of the New Hanover Board of Supervisors. **Motion** was **seconded** by Marie Livelsberger and Philip Agliano was appointed by **vote of 5-0**.
- Charles Garner Jr. **moved** to appoint Andrew Kelly to the position as Vice Chairman of the New Hanover Board of Supervisors. Philip Agliano **seconded** the **motion** and it **carried 5-0**.
- Charles Garner Jr. **moved** to appoint Jamie Gwynn to the position as Secretary of the New Hanover Board of Supervisors. Andrew Kelly **seconded** the **motion** and it **carried 5-0**. Andrew Kelly **moved** to close nominations, **seconded** by Charles Garner Jr. and **carried 5-0**.
- Upon suggestion of Jamie Gwynn, Marie Livelsberger **moved** to appoint Eileen Pogany to the position as Assistant Secretary of the New Hanover Board of Supervisors. Charles Garner Jr. **seconded** the **motion** and it **carried 5-0**. Marie Livelsberger **moved** to close the nominations and it **carried 5-0**.
- Upon suggestion of Jamie Gwynn, Kurt Zebrowski **moved** to appoint Kaleena Breitbarth to the position as Treasurer of the New Hanover Board of Supervisors. Charles Garner Jr. **seconded** the **motion**. Charles Garner

Jr. **moved** to close the nominations and Mrs. Breitbarth was appointed by **vote of 4-0** with Philip Agliano abstaining due to family relationship.

### **ASSIGNMENT OF BOARD LIAISON RESPONSIBILITIES**

- Administration – Charles Garner Jr. alternate Philip Agliano
- Council of Government – Philip Agliano alternate Charles Garner Jr.
- Environmental Advisory Board - Philip Agliano alternate Marie Livelsberger
- Fire Committee – Andrew Kelly alternate Kurt Zebrowski
- Open Space Task Force – Marie Livelsberger alternate Charles Garner Jr.
- Recreation Committee – Marie Livelsberger alternate Andrew Kelly
- Planning Commission – Kurt Zebrowski alternate Charles Garner Jr.
- Police Department– Andrew Kelly alternate Marie Livelsberger
- PSATS Delegate – Andrew Kelly
- Public Works – Philip Agliano alternate Kurt Zebrowski
- Technology Committee – Charles Garner Jr. alternate Andrew Kelly
- Sewer Authority – Kurt Zebrowski alternate Charles Garner Jr.

### **RESOLUTIONS AND MOTIONS**

- A) **Motion** to adopt **Resolution R-17-1** fixing the bond amounts for Township Officers for 2017 was made by Andrew Kelly, **seconded** by Marie Livelsberger and **carried 5-0**.
- B) **Motion** to approve the 2017 Board of Supervisors meeting schedule was made by Charles Garner Jr. with monthly meetings scheduled for the 4<sup>th</sup> Monday of the month and with an additional meeting scheduled for the 2<sup>nd</sup> Monday as needed. **Motion** was **seconded** by Andrew Kelly and **carried 5-0**.
- C) **Motion** to approve the 2017 holiday schedule for non-union employees was made by Marie Livelsberger, **seconded** by Andrew Kelly and **carried 5-0**.
- D) **Motion** to approve the 2017 mileage reimbursement rate at the rate established by the Internal Revenue Service of 53.5 cents per mile was made by Charles Garner Jr., **seconded** by Andrew Kelly and **carried 5-0**. **Motion** to appoint BB&T Bank as the Official Depository for Township funds in 2017 and designate any banking or financial institution meeting the criteria outlined in Section 708 of the Second Class Township Code as authorized depositories for investment of idle funds was made by Andrew Kelly, **seconded** by Marie Livelsberger and **carried 5-0**.

## **2. APPOINTMENT OF PROFESSIONAL CONSULTANTS**

- E) **Motion** to appoint Gilmore & Associates as Township Engineer at a rate of \$115 per hour for the Principal III and \$90 per hour for Construction Representation III according to their proposal for 2017 was made by Charles Garner Jr., **seconded** by Andrew Kelly and **carried 5-0**. Andrew Kelly questioned if consultants are given a deadline in which to submit their proposals for the coming year since he would like them submitted in time to review prior to appointing.
- F) **Motion** to appoint KMS as Township Planner at a rate according to their proposal for 2017 of \$92 per hour **was tabled** by **motion** of Charles Garner Jr. **Motion** was **seconded** by Andrew Kelly and **carried 5-0**. It was noted that the original rate increase requested was an increase of \$14.00 per hour.
- G) **Motion** to appoint Siana, Bellwoar & McAndrew, LLP/ Andrew Bellwoar as Township Solicitor at a rate according to their proposal for 2017 of \$150 per hour was made by Charles Garner Jr. noting there had been no increase from the 2016 rate. Philip Agliano **seconded** the **motion** and it **carried 5-0**.
- H) **Motion** to appoint Ryan Cassidy as Township Labor Counsel at a rate of \$325 per hour according to their proposal for 2017 was made by Andrew Kelly, **seconded** by Charles Garner Jr. and **carried 5-0**.
- I) **Motion** to appoint McMahon Associates/Sandy Koza as Township Traffic Engineer at a rate according to their proposal for 2017 of \$145 per hour was made by Andrew Kelly, **seconded** by Charles Garner Jr. and **carried 5-0**.

### 3. APPOINTMENTS TO BOARDS AND COMMISSIONS

- J) **Motion** to appoint Richard Martin as Vacancy Board Chair to fill an expired term through December 31, 2017 was made by Charles Garner Jr., **seconded** by Marie Livelsberger and **carried 5-0**.
- K) **Motion** to appoint Edward Swagzdis to the Environmental Advisory Board for a three year term expiring December 31, 2019 was made by Marie Livelsberger, **seconded** by Andrew Kelly and **carried 5-0**.
- L) **Motion** to appoint Michael Millman to the Environmental Advisory Board for a three year term expiring December 31, 2019 was made by Charles Garner Jr., **seconded** by Andrew Kelly and **carried 5-0**.
- M) **Motion** to appoint Matthew Breitbarth to the Recreation Committee for a five year term expiring December 31, 2021 was made by Charles Garner Jr., **seconded** by Kurt Zebrowski and **carried 4-0** with Philip Agliano abstaining due to family relationship.
- N) **Motion** to appoint Douglas Muller to the Sewer Authority for a five year term expiring December 31, 2021 was made by Andrew Kelly, **seconded** by Marie Livelsberger and **carried 5-0**.
- O) **Motion** to adopt Resolution R-17-3 appointing Mark Wylie to the Zoning Hearing Board for a five year term expiring December 31, 2021 was made by Andrew Kelly, **seconded** by Charles Garner Jr. and **carried 5-0**.

- P) **Motion** to adopt Resolution R-17-2 appointing Gregory Maskrey to the Zoning Hearing Board for a five year term expiring December 31, 2021 was made by Andrew Kelly, **seconded** by Charles Garner Jr. and **carried 5-0**.

NOTE: Charles Garner left the meeting at this point – 6:50 PM.

- Q) **Motion** to appoint Kurt Zebrowski to the Pottstown Metropolitan Regional Planning Committee as the Elected Official for a one year term expiring December 31, 2017 was made by Andrew Kelly, **seconded** by Marie Livelsberger and carried 4-0.
- R) **Motion** to appoint Philip Agliano to the Pottstown Metropolitan Regional Planning Committee as the At-Large Official for a one year term expiring December 31, 2017 was made by Andrew Kelly, **seconded** by Marie Livelsberger and **carried 4-0**.
- S) **Motion** to appoint Marie Livelsberger to the Non-Uniform and Uniform Pension Committee for a term expiring December 31, 2017 was made by Philip Agliano, **seconded** by Andrew Kelly and **carried 4-0**.
- T) **Motion** to appoint Charles Garner Jr. to the Non-Uniform and Uniform Pension Committee to finish a term expiring December 31, 2017, **seconded** by Andrew Kelly was **withdrawn**. Philip Agliano **moved** to appoint Andrew Kelly; **motion** was **seconded** by Marie Livelsberger and **carried 4-0**.

**PUBLIC COMMENT** Celeste Bish 2504 Finn Road Perkiomenville inquired as to the term of the Board of Supervisors and whose term is ending. She was advised it is a 6 year term with Philip Agliano's term ending in December 31, 2019 and Andrew Kelly's term ending December 31, 2017. She was also advised that both Marie Livelsberger and Kurt Zebrowski will be running in the primary election since they are filling unexpired terms of others. She inquired as to a deadline for applications for Board and Committees and was told that applications will be kept on file.

**BOARD ANNOUNCEMENTS** - None

**ADJOURNMENT** – meeting adjourned at 7:00 PM

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Jamie Gwynn, Township Manager/Secretary