

**TOWNSHIP OF WESTTOWN BOARD OF SUPERVISORS ORGANIZATIONAL MEETING  
TOWNSHIP MUNICIPAL BUILDING STOKES ASSEMBLY HALL  
1039 WILMINGTON PIKE, WESTTOWN  
Monday, January 5, 2009 - 7:30PM**

In attendance were Supervisors Thomas A. Foster, Chair, Carol R. De Wolf, Vice Chair, and Charles P. Barber, Police Commissioner; Township Manager Robert Layman; Township Roadmaster Mark S. Gross; Township Building Inspector John Wilson, Parks Advisory Group Chair Leonard Tehrani. Oakbourne Mansion Commission Chair Eva Foster and Planning Commission Member Mark Purcell. There were forty-five people in attendance.

**I. Call to Order**

Robert Layman, Township Manager, led those present in the pledge of allegiance and called the meeting to order at 7:40Pm.

**II. Nomination for Board of Supervisor Chairman.**

Mr. Layman acting as temporary Chair entertained nominations for the position of Chair.

Mr. Barber nominated Ms. Carol R. De Wolf for Chair of the Board of Supervisors, seconded by Mr. Foster. No other nominations were received. Ms. De Wolf was unanimously elected as Board Chair.

**III. Nomination for Board of Supervisor Vice Chair.**

Ms. De Wolf as Chair entertained nominations for the position of Vice Chair. Mr. Foster nominated Charles P. Barber for Vice Chair, seconded by Ms. De Wolf. No other nominations were received. Mr. Barber was unanimously elected Vice Chair of the Board.

**IV. Nomination for Police Commissioner**

Ms. De Wolf entertained nominations for Police Commissioner. Mr. Barber nominated Thomas A. Foster for Police Commissioner, seconded by Ms. De Wolf. No other nominations were received. Mr. Foster was unanimously elected as Police Commissioner.

**V. Appointments**

Mr. Foster reviewed the following list of appointments.

- A. Township Manager – Robert Layman
- B. Township Secretary – Robert Layman
- C. Township Treasurer – Robert Layman
- D. Zoning Officer – Robert Layman
- E. Assistant Zoning Officer – Elaine L. Adler
- F. Zoning Hearing Board – 3 year term – Kevin Flynn
- G. Planning Commission – Elaine L. Adler
- H. Township Roadmaster – Mark S. Gross
- I. Township Building Inspector – John Wilson
- J. Recycling Coordinator – Helen R. Greer
- K. Vacancy Board – William Steele
- L. Township Fire Marshal – Robert Gliem
- M. Township Solicitor – Robert Adams - Gawthrop Greenwood
- N. Township Engineer - Rob Pingar – McCormick Taylor
- O. Planning/Zoning consultants – Brandywine Conservancy
- P. URS - Sanitary Sewer Consultants
- Q. Auditors – Mingis Gutowski & Company

Mr. Barber made a motion, seconded by Mr. Foster to approve the appointments in Section V: A-Q. Ms. De Wolf asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the appointments.

**VI. Appointment of Depositories.**

Mr. Barber made a motion, seconded by Mr. Foster to approve the following financial institutions as the Township's official depositories for 2009. Ms. De Wolf asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the depositories.

- A. Pennsylvania Local Government Investment Trust
- B. Harleysville Savings Bank (Operating and Wastewater fund)
- C. Boenning & Scattergood
- D. Fulton Financial

**VII. State Convention Voting & Other Delegates.**

Mr. Barber made a motion, seconded by Ms. De Wolf to appoint Mr. Foster as the voting delegate to the State Convention. Ms. De Wolf asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the appointment.

**VIII. Township Holidays.**

The Board of Supervisors unanimously approved the following Township Official Holidays:  
New Years Day, Martin Luther King Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Day, and the first business day after Christmas.

**IX. Meeting Dates.**

The Township's Board of Supervisors, Planning Commission and Parks Advisory Group meeting dates, were unanimously approved by the Board. (Attached).

Mr. Layman announced that the Board will hold its regular meeting on January 19<sup>th</sup> even though it is a Township Holiday.

Mr. Layman stated that any changes in meeting dates, times, or locations would be advertised on the Township website ([www.westtownpa.org](http://www.westtownpa.org)). sent to the Township mailing list and posted at the Township Office.

**X. Board of Auditors Organizational Meeting.**

The Board of Auditors will hold their 2009 Organizational Meeting on Tuesday, January 6, 2009, at 7:00Pm at the Township Municipal Building, 1039 Wilmington Pike, Westtown.

**XII. Adjournment**

On the motion of Mr. Foster, seconded by Mr. Barber, the Township's 2009 Organizational meeting was unanimously adjourned at 7:52Pm.

Respectfully Submitted,  
Robert Layman  
Township Manager