

**TOWNSHIP OF WESTTOWN BOARD OF SUPERVISORS ORGANIZATIONAL MEETING  
TOWNSHIP MUNICIPAL BUILDING STOKES ASSEMBLY HALL  
1039 WILMINGTON PIKE, WESTTOWN  
Monday, January 4, 2010 - 7:30PM**

In attendance were Supervisors Chair Carol R. De Wolf, Vice Chair Charles P. Barber, Police Commissioner Thomas A. Foster; Township Manager Robert Layman; Township Roadmaster Mark S. Gross; Township Building Inspector John Wilson, Planning Commission Chair Jim Lees; Parks and Recreation Commission Chair Leonard Tehrani; and Oakbourne Mansion Commission Chair Eva Foster. There were six guests 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 7:30Pm.

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

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

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

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

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

**IV. Nomination for Police Commissioner**

Mr. Barber entertained nominations for Police Commissioner. Ms. De Wolf nominated Thomas A. Foster for Police Commissioner, seconded by Mr. Barber. 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. Director of Finance – Jo Anne Grube
- G. Township Planning Commission – David Walter
- H. Township Planning Commission – Jim Lees
- I. Parks and Recreation Commission – Kristine Lisi
- J. Township Zoning Hearing Board – Jeff House
- K. Township Roadmaster – Mark S. Gross
- L. Township Building Inspector/Code Enforcement – John Wilson
- M. Recycling Coordinator – Helen R. Greer
- N. Vacancy Board – William Steele
- O. Township Solicitor – Gawthrop Greenwood – Robert F. Adams
- P. Township Engineer - McCormick Taylor – Rob Pingar
- Q. Planning/Zoning consultants – Brandywine Conservancy

- R. Sanitary Sewer Consultants - URS
- S. Auditors – Mingis Gutowski & Company
- T. Council of Local Governments Representative – Carol R. De Wolf

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

**VI. Appointment of Depositories.**

Mr. Foster made a motion, seconded by Ms. De Wolf to approve the following financial institutions as the Township's official depositories for 2010. Mr. Barber 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 (First Niagara) Operating and Wastewater Fund
- C. Millennium Wealth Management
- D. Boenning & Scattergood
- E. Fulton Financial

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

Mr. Barber made a motion, seconded by Mr. Foster to appoint Ms. De Wolf as the voting delegate to the State Convention. Mr. Barber 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 and Recreation meeting dates, were unanimously approved by the Board. (Attached).

Mr. Foster stated that the second and the fourth Monday of the Month have been advertised for Board of Supervisor Workshops if necessary.

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

The Board of Auditors will hold their 2010 Organizational Meeting on Tuesday, January 5, 2010, at 7:00Pm at the Township Municipal Building, 1039 Wilmington Pike, Westtown.

**XII. Adjournment**

On the motion of Mr. Foster, seconded by Ms. De Wolf, the Township's 2010 Organizational meeting was unanimously adjourned at 7:38Pm.

Respectfully Submitted,  
Robert Layman  
Township Manager