



**THORNBURY TOWNSHIP
DELAWARE COUNTY**

W W W . T H O R N B U R Y . O R G

BOARD OF SUPERVISORS

James H. Raith
James P. Kelly
Sheri L. Perkins

*Public Meetings 1st & 3rd
Wednesday of each month.*

Thornbury Township Board of Supervisors Motions List
For the Reorganizational Meeting, Tuesday, January 3, 2017

Chairman Raith announced the commencement of the 2017 Re-Organizational Meeting to be followed by the first Public Board of Supervisors Meeting of 2017.

- | | |
|--|---|
| Temporary Chairman
<i>James Raith</i> | James Kelly moves to appoint James Raith Temporary Chairman.
(Sheri Perkins seconds) |
| Temporary Secretary
<i>Geoffrey Carbutt</i> | Sheri Perkins moves to appoint Geoffrey Carbutt Temporary Secretary.
(James Kelly seconds) |
| Chairman
<i>James Raith</i> | James Kelly moves to appoint James Raith Chairman of the Board of Supervisors for the year 2017.
(Sheri Perkins seconds) |
| Vice Chairman
<i>James Kelly</i> | Sheri Perkins moves to appoint James Kelly Vice Chairman of the Board of Supervisors for the year 2017.
(James Raith seconds) |
| Township Manager & Zoning Officer
<i>Jeffrey Seagraves</i> | James Kelly moves to appoint Jeffrey Seagraves Township Manager and Zoning Officer of Thornbury Township for the year 2017, and approve Resolution 2017-1 , establishing the total compensation of the Township Manager for fiscal year 2017.
(Sheri Perkins seconds) |
| Municipal Secretary, Subdivision Coordinator, Recycling Coordinator, & Open Records Officer
<i>Geoffrey Carbutt</i> | Sheri Perkins moves to appoint Geoffrey Carbutt Municipal Secretary, Subdivision Coordinator, Recycling Coordinator and PA Open Records Officer of Thornbury Township for the year 2017.
(James Kelly seconds) |
| Treasurer
<i>Peter Barsz</i> | James Kelly moves to appoint Peter Barsz of Merves, Amon & Barsz, Treasurer for Thornbury Township for the year 2017, per attached Municipal Rate Sheet.
(Sheri Perkins seconds) |

Treasurer's Bond	Sheri Perkins moves that the Bond for the Township Treasurer be established and approved in the amount of 3.5 million dollars (\$3,500,000.00) for the year 2017. (James Kelly seconds)
Township Engineer <i>Catania Engineering</i>	James Kelly moves to appoint Catania Engineering Associates, Inc., as Township Engineers for Thornbury Township, for the year 2017 per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Sewer Engineer <i>Pennoni Associates Inc.</i>	Sheri Perkins moves to appoint Pennoni Associates Inc., as Township Sewer Engineers for Thornbury Township, for the year 2017, per attached Municipal Rate Sheet. (James Kelly seconds)
Township Solicitor <i>Ken Kynett, Esq.</i>	James Kelly moves to appoint Kenneth D. Kynett, Esq., of Petrikin, Wellman, Damico, Brown & Petrosa, as Township Solicitor for year 2017, per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Zoning Hearing Board Solicitor <i>Michael Imms, Esq.</i>	Sheri Perkins moves to appoint Michael T. Imms, Esq., of Ryan, Morton & Imms, LLC, as Zoning Hearing Board Solicitor for the year 2017, per attached Municipal Rate Sheet. (James Kelly seconds)
Planning Commission Solicitor <i>James Byrne, Esq.</i>	James Kelly moves to appoint James Byrne, Esq., of McNichol, Byrne & Matlawski, as Solicitor to the Planning Commission for the year 2017 per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Township Sewer Rentals	Sheri Perkins moves to set the Township Sewer Rental for residents connected to the East and West Side Sewer Districts at \$135.00 per quarter for the year 2017. (James Kelly seconds)
Book Keeper <i>Sue Howat</i>	James Kelly moves to appoint Suzanne Howat to the position of Book Keeper for the year 2017. (Sheri Perkins seconds)
Code Department Secretary <i>Susan Daudert</i>	Sheri Perkins moves to appoint Susan Daudert to the position of Code Department Secretary for the year 2017. (James Raith seconds, James Kelly abstains from vote)
Administrative Assistant <i>Susan Chobany</i>	James Kelly moves to appoint Susan Chobany to the part time position of Administrative Assistant for the year 2017. (Sheri Perkins seconds)
Roadmaster <i>Lindsey Price</i>	Sheri Perkins moves to appoint Lindsey Price to the position of Roadmaster for the year 2017. (James Kelly seconds)
Skilled Laborer <i>Howard Craig</i>	James Kelly moves to appoint Howard Craig to the position of Skilled Laborer for the year 2017. (Sheri Perkins seconds)

Skilled Laborer <i>Art Risley</i>	Sheri Perkins moves to appoint Arthur Risley to the position of Skilled Laborer for the year 2017. (James Kelly seconds)
Jr. Supervisor <i>Danielle Berkowitz & Joseph Kephart</i>	James Kelly moves to appoint Danielle Berkowitz & Joseph Kephart to the positions of Jr. Supervisor for the year 2017. (Sheri Perkins seconds)
Code Official, Inspector & Assistant Zoning Officer <i>Tim Durham</i>	Sheri Perkins moves to appoint Tim Durham of Chiliø Inspection Services, as the Building Code Official, Building Code Inspector and Assistant Zoning Officer for Thornbury Township for the year 2017, per attached Municipal Rate Sheet. (James Kelly seconds)
Electrical Inspector <i>Len Warren</i>	James Kelly moves to appoint Len Warren of United Inspection Agency, Inc., as Electrical Inspector for Thornbury Township for the year 2017. (Sheri Perkins seconds)
Fire Marshal <i>Alan Mancill & T.J. Greene</i>	Sheri Perkins moves to appoint Alan Mancill to the part time position of Fire Marshal and T. J. Greene to the part time position of Assistant Fire Marshal for the year 2017. (James Kelly seconds)
Planning Commission, Sewer & Zoning Secretary <i>Deb Zitarelli</i>	James Kelly moves to appoint Deborah Zitarelli to the part time position of Secretary to the Planning Commission, Sewer Committee and Zoning Hearing Board for the year 2017. (Sheri Perkins seconds)
Sewage Enforcement Officer <i>Mark Bryan</i>	Sheri Perkins moves to appoint Mark Bryan of Environmental Management & Consulting, Inc. to the position of Township Sewage Enforcement Officer per attached Municipal Rate Sheet for the year 2017. (James Kelly seconds)
Planning Commission <i>Wayne Grafton</i>	James Kelly moves to appoint Wayne Grafton of The Grafton Association, Consultant to the Planning Commission for the year 2017, per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Salary Schedule	Sheri Perkins moves that a total of \$504,985.76, be approved for salaries, distributed per salary schedule dated January 2017. (James Kelly seconds)
Fee Schedule	James Kelly moves to approve Resolution 2017-2 , setting the 2017 Fee Schedule for permits in Thornbury Township. (Sheri Perkins seconds)
Earned Income Tax <i>Keystone</i>	Sheri Perkins moves that Keystone Collection Services be appointed as the Township Earned Income Tax Collector for the year 2017. (James Kelly seconds)

Appointments to Boards:

- Zoning Hearing Board **James Kelly** moves to reappoint Scott Cannon & Vince Ianello as Alternate, to the Zoning Hearing Board for 4-year terms, to expire December 2020.
(Sheri Perkins seconds)
- Planning Commission **Sheri Perkins** moves to reappoint James Falcone & Ken Zitarelli, to the Planning Commission for 4-year terms, to expire December 2020,
(James Kelly seconds)
- Park & Recreation **James Kelly** moves to reappoint Jack Ruane, Joe Burke & Susan Daudert to the Park & Recreation Board for 4-year terms, to expire December 2020,
(Sheri Perkins seconds)
- Environmental Advisory Council **Sheri Perkins** moves to reappoint Larry Barrett, Eva Grill & Eric Ye, to the Environmental Advisory Council, for 3-year terms, to expire December 2019.
(James Kelly seconds)
- Board of Appeals **James Kelly** moves to approve to reappoint James Peterkin to the Board of Appeals, for a 5-year term to expire December 2021. **(Sheri Perkins seconds)**
- Historical Commission **Sheri Perkins** moves to reappoint Eric Miller to the Historical Commission for a 5-year term to expire December 2021 and appoint Dewey Yesner to complete Rob Wiltshire's term to expire December 2018. **(James Kelly seconds)**
- Auditing firm for 2016 Township Records **James Kelly** moves to approve **Resolution 2017-3**, appointing the auditing firm of Leitzell & Economidis, P.C. to audit the Township Financial Records for the year 2016, for a fee not to exceed **\$8,800.00**
(Sheri Perkins seconds)
- Auditing firm for 2016 Sewer Records **Sheri Perkins** moves to approve **Resolution 2017-4**, appointing the Auditing firm of Leitzell & Economidis, P.C. to audit the Township Sewer Financial Records for the year 2016, for a fee not to exceed **\$3,340.00**.
(James Kelly seconds)
- Township Meetings
 oRoberts Rules of Orderö **James Kelly** moves that all Township meetings for 2017 be conducted in accordance with oRoberts Rules of Order.ö **(Sheri Perkins seconds)**
- Reimbursed Expenses **Sheri Perkins** moves that all appointed and elected officials will be reimbursed for prudently expended funds incurred while performing Township business to the extent authorized by law. **(James Kelly seconds)**
- Registered Elector
William Clinger III **James Kelly** moves to appoint William Clinger III as Registered Elector for the year 2017. **(Sheri Perkins seconds)**

Voting Delegate <i>James Raith</i>	Sheri Perkins moves to appoint James H. Raith as voting delegate at the State Convention to be held May 2017. (James Kelly seconds)
Delegate Alternate <i>James Kelly</i>	James Raith moves to appoint James P. Kelly as voting delegate alternate at the State Convention to be held May 2017. (Sheri Perkins seconds)
Emergency Management Coordinator <i>Willard McMullin</i>	Sheri Perkins moves to appoint Willard McMullin Township Emergency Management Coordinator for the year 2017. (James Kelly seconds)
Assistant Emergency Management Coordinator <i>Greg DeMarco</i>	James Kelly moves to appoint Greg DeMarco Assistant Emergency Management Coordinator for the year 2017. (Sheri Perkins seconds)
Zoning Hearing Board Members ó Meeting Fee	Sheri Perkins moves that all Zoning Hearing Board members receive \$35.00 per hearing for the year 2017. (James Kelly seconds)
Mileage Rate	James Kelly moves to approve the reimbursable mileage rate at the rate adopted by the IRS for 2017. (Sheri Perkins seconds)
Animal Control Officer <i>Alan Strickler</i>	Sheri Perkins moves to appoint Alan Strickler as Animal Control Officer for Thornbury Township for the year 2017, as per Municipal Rate Sheet attached. (James Kelly seconds)
Meeting Schedule	James Kelly moves to adopt the approved Meeting Schedule for the 2017 calendar year. (attached) (Sheri Perkins seconds)
Holiday Schedule	Sheri Perkins moves to adopt the approved Holiday Schedule for the 2017 calendar year. (attached) (James Kelly seconds)
<u>Bank Depositories:</u>	James Kelly moves to authorize the Township to designate as a Depository for the 2017 Township Funds, the following banking institutions: BB&T Bank, Royal Bank & Bryn Mawr Trust. (Sheri Perkins seconds)

All of the above Motions were approved without comment.

Adjournment: 7:12 PM

Respectfully Submitted,

Geoffrey Carbutt, Municipal Secretary

cc: Board of Supervisors
Jeffrey Seagraves, Township Manager
Kenneth Kynett, Esq.