

**WALLACE TOWNSHIP BOARD OF SUPERVISORS  
JANUARY 7, 2019**

The Organization Meeting of the Wallace Township Board of Supervisors was called to order on Monday, January 7, 2019 at 7:30 PM in the Township Building by Supervisor Jones.

Supervisors present: Robert D. Jones | Barbara Z. D'Angelo | William T. Moore

**PLEDGE OF ALLEGIANCE**

The Supervisors began the meeting by reciting the Pledge of Allegiance.

**ORGANIZATION**

Supervisor Moore moved to appoint Supervisor Jones as temporary Chair to preside over the Organization meeting. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to reappoint Elizabeth Randzin as temporary Secretary for purposes of the Organization meeting. Chairman D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones nominated Supervisor Moore to serve as Chairperson of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Moore was unanimously elected Chairperson for 2019.

Supervisor Moore nominated Supervisor Jones to serve as Vice Chairperson of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Jones was unanimously elected Vice Chairperson for 2019.

Supervisor Jones moved to appoint Elizabeth Randzin as Township Secretary and Township Manager. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint Elizabeth Randzin as Township Treasurer. Supervisor Moore second the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint Tom Josiah to serve as the Township's accounting consultant, at a rate of \$110.00 per hour, to review the Township accounts as needed. Supervisor D'Angelo seconded the motion, which was unanimously approved.

Supervisor Jones moved to appoint Elizabeth Randzin as Township Open Records Officer. Supervisor D'Angelo seconded the motion, which was unanimously.

Supervisor Jones moved to appoint Siana, Bellwoar & McAndrew, LLP as Township Solicitor, pursuant to the rate letter dated November 14, 2018. Supervisor D'Angelo seconded the motion. After some discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint Castle Valley Consultants, as Township Zoning Officer/Building Inspector and Building Code Official, subject to CVC's rate letter of December 9, 2018. Supervisor D'Angelo seconded the motion. After some discussion, the motion was unanimously approved.

Supervisor Jones moved to reappoint Castle Valley Consultants and Gary Weaver, P.E., as Township Engineer, pursuant to the rate letter dated December 9, 2018. Supervisor D'Angelo seconded the motion. After some discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint John Miller as the Vacancy Board member for a one (1) year term to expire on January 6, 2020. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint Jim Boyland as the alternate Vacancy Board member for a one (1) year term to expire on January 6, 2020. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint Mac Kirkpatrick as Township Emergency Management Coordinator for 2019. Supervisor D'Angelo seconded the motion, which carried unanimously.

Supervisor Moore moved to appoint Supervisor Jones as Assistant Township Emergency Management Coordinator and Emergency Services Liaison for 2019. Supervisor D'Angelo seconded the motion, which carried unanimously.

Supervisor Moore moved to appoint Supervisor Jones as the Township Roadmaster/Road Department Liaison for 2019. Supervisor D'Angelo seconded the motion, which carried unanimously.

Supervisor Jones moved to appoint Supervisor D'Angelo as the Township Park and Trails Liaison for 2019. Supervisor Moore seconded the motion, which carried unanimously.

Supervisor Jones moved to appoint Supervisor Moore as the Township Building and Grounds Liaison for 2019. Supervisor D'Angelo seconded the motion, which carried unanimously.

Supervisor Jones moved to appoint the following volunteers to new terms as follows:

Park & Recreation Board (5 year terms) – Marcell Moore  
Lora Casarella

Municipal Authority (5 year terms) – Barbara D'Angelo

Planning Commission (5 year terms) – Janet Grashof  
Bill Moore

Historical Commission (5 year terms) –	John Miller – full term Bonnie Radford – full term
Zoning Hearing Board Alternate (5 year term)-	Jason Trego
Township Digital Archivist (1 year term) –	John Miller
Township Archivist (1 year term) –	John Miller

Supervisor D’Angelo seconded the motion. After discussion, the motion was unanimously approved.

Supervisor Jones moved to appoint DNB First and First Priority Bank as depositories for the Township. Supervisor D’Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to set the amount of the Treasurer’s Bond limit at \$2,000,000. Supervisor D’Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to establish the meeting schedule for 2019 as follows:

Board of Supervisors	1 <sup>st</sup> Thursday of each month @ 7:30 PM*
	3 <sup>rd</sup> Thursday of each month @ 9:00 AM
Planning Commission (Regular Meeting)	2 <sup>nd</sup> Wednesday of each month @ 7:30 PM
Planning Commission (Work Session)	4 <sup>th</sup> Wednesday of each month @ 7:30 PM**
Municipal Authority	2 <sup>nd</sup> Tuesday of each month @ 7:00 PM
Park & Recreation Board (Regular Meeting)	1 <sup>st</sup> Wednesday of each month @ 7:00 PM
Park & Recreation Board (Work Session)	3 <sup>rd</sup> Monday of each month @ 7:00 PM
Historical Commission (Regular Meeting)	4 <sup>th</sup> Monday of each month @ 7:00 PM
Historical Commission (Work Session)	3 <sup>rd</sup> Monday of each month @ 7:00 PM
Trails Preservation Board	2 <sup>nd</sup> Monday of each month @ 7:00 PM
Environmental Advisory Council	3 <sup>rd</sup> Tuesday of each month @ 7:00 PM
Zoning Hearing Board	Meets upon application

\*Except January 3<sup>rd</sup> and July 4<sup>th</sup>. A regular meeting will instead be held on July 11<sup>th</sup> at 7:30 p.m.

\*\* Except December 25<sup>th</sup>. A regular meeting will also be held on January 15, 2019, at 9:00 a.m.

All meetings of the above-referenced meetings will be held at the Wallace Township Building, 1250 Creek Road, Glenmoore, Pennsylvania 19343.

Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to establish the Holiday Schedule for all employees to include New Year’s Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Independence Day, July

5<sup>th</sup>, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Eve and Christmas Day. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to establish Township office hours for 12:00 p.m. until 4:00 p.m. on Monday, Wednesday and Friday, and from 8:00 a.m. until 12:00 p.m. on Tuesday and Thursday. Supervisor Moore seconded the motion. After some discussion, the motion was approved.

Supervisor Jones moved to adopt Resolution #19-1, establishing a fee schedule related to the filing of applications for building permits and zoning permits in 2019, effective immediately. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to adopt Resolution #19-2, establishing a fee schedule related to the filing of subdivision and land development applications in 2019. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to adopt Resolution #19-3, establishing escrow fees related to the review of subdivision and land development plans in 2019. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to adopt Resolution #19-4 establishing boundaries for emergency services providers in Wallace Township. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to adopt Resolution #19-5, establishing a fee schedule related to the filing of conditional use applications and zoning hearing board applications in 2019. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to adopt Resolution #19-6, appointing and establishing Barbacane Thornton, CPA, as Township Auditor pursuant to the Second Class Township Code. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to approve the IRS mileage reimbursement rate at 58 cents per mile. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to approve the 2019 bill to be sent to Devereux for fee-in-lieu of in the amount of \$60,000. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

The organization meeting was adjourned at 7:45 p.m.