

East Norriton Township – Reorganization Meeting
January 3, 2017

The Reorganization Meeting of the Board of Supervisors of East Norriton Township was called to order by the temporary Chairman, Township Solicitor, Sean Kilkenny at 7:00 p.m. on Monday, January 3, 2017, at the Township Municipal Building.

The first order of business was the election of the Chair of the Board of Supervisors for the year 2017. Mrs. Salamone nominated Dennis DeSanto as the Chairman of the Board of Supervisors. The nomination was seconded by Mr. Alfarano and approved unanimously.

Chairman DeSanto then assumed his position as Chairman of the Board of Supervisors and asked for a nomination for Vice Chairman of the Board of Supervisors for the year 2017. Mrs. Howell nominated Angelina Salamone as the Vice Chairwoman of the Board of Supervisors. The nomination was seconded by Mr. Alfarano and approved unanimously.

Supervisors present were Dennis DeSanto, Angelina Salamone, Tina Howell, Marc Alfarano and Kevin McDevitt.

After roll call, Mr. DeSanto offered a prayer and the Pledge of Allegiance was then recited by all in attendance.

Chairman DeSanto announced that the Board of Supervisors met earlier this evening in Executive Session to discuss personnel issues and matters of potential litigation.

Chairman DeSanto introduced the next item on the agenda, Appointment of Township Manager/Secretary. Mr. McDevitt made a motion to appoint Robert Hart as the Township Manager/Secretary. The motion was seconded by Mr. Alfarano and approved unanimously.

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Mrs. Salamone introduced the next item on the agenda, Appointment of Operating Officials for 2017. Mrs. Salamone made a motion to appoint: Deputy Tax Collector – Township Manager and Finance Department Personnel; Police Chief – Karyl Kates; Finance Director/Treasurer – David Crist; Zoning Officer – Tiffany Loomis and Alternate Zoning Officer – Allan Booz. The motion was seconded by Mrs. Howell and approved unanimously.

Chairman DeSanto introduced the next item on the agenda, Resolution No. 2713 - Appointment of the Township Auditor. Finance Director, David Crist reviewed Resolution No. 2713; appointing the certified public accounting firm of Barbacane, Thornton & Company LLP to audit the accounts of the Township of East Norriton for the fiscal year 2017, and setting their compensation at the sum of nineteen thousand dollars. Mr. Alfarano made a motion to approve Resolution No. 2713. The motion was seconded by Mrs. Salamone and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Appointment of Township Consultants. Mrs. Salamone made a motion to appoint: Township Solicitor – The Law Offices of Sean Kilkenny; Special Legal Counsel – Lien Filings – Rudolph Clarke, LLC; Consulting Engineer – Remington & Vernick Engineers; Sanitary Sewer Consulting Engineer – Carroll Engineering Corporation; Planner/Traffic Consultant – T and M Associates; Labor Attorney – Obermayer Rebmann Maxwell & Hippel LLP; Actuary – Conrad M. Siegel, Inc. and Building Inspector – Remington Vernick & Beach Engineers. The motion was seconded by Mr. McDevitt and approved unanimously.

Chairman DeSanto introduced the next item on the agenda, East Norriton Township Zoning Hearing Board Set Solicitor Compensation Rate. Chairman DeSanto made a motion to set the compensation for the Zoning Hearing Board Solicitor as stated in our current Solicitor, Rudolph Clarke, LLC letter dated December 6, 2016. The motion was seconded by Mr. Alfarano and approved unanimously.

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Mrs. Salamone introduced the next item on the agenda, Appointment of Retirement Benefits Advisory Board. Mrs. Salamone made a motion to appoint the following members to the Retirement Benefits Advisory Board: A) Tina Howell, a member of the Board of Supervisors, who will serve as Chair of the Retirement Benefits Advisory Board; B) Robert Hart, the Township Manager, who will serve as the Chief Administrative Officer of the Pension Funds; C) Larry Brown, the Assistant Township Manager, who will also serve as Secretary to the Advisory Board; D) David Crist who will represent the Non-Uniformed Employees, and, E) Matt Brannen, who will represent the Uniformed Employees. The motion was seconded by Mr. Alfarano and the motion was approved unanimously.

Chairman DeSanto introduced the next item on the agenda, Appointment of Open Records Officers. Chairman DeSanto made a motion to appoint Police Chief, Karyl Kates as the Open Records Officer for all police records and Township Manager, Robert Hart as the Open Records Officer for all other records requests. The motion was seconded by Mr. McDevitt and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Appointment of Earned Income Tax Committee Delegates. Mrs. Salamone made a motion to appoint, Finance Director, David Crist as the Primary Voting Delegate; Township Manager, Robert Hart as the First Alternate Voting Delegate; and Assistant Township Manager, Larry Brown as the Second Alternate Voting Delegate. The motion was seconded by Mrs. Howell and was approved unanimously.

Chairman DeSanto introduced the next item on the agenda, Fix the Treasurer's Bond. Chairman DeSanto made a motion to fix the Treasurer's Bond at \$2,000,000.00. The motion was seconded by Mrs. Salamone and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Designation of Depositories. Mr. McDevitt made a motion that Bryn Mawr Trust, PLGIT and TD Bank are

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eligible as the Township depositories. The motion was seconded by Mrs. Salamone and approved unanimously.

Chairman DeSanto introduced the next item on the agenda, Set Regular and Special Meeting dates and Holidays for 2017. Chairman DeSanto read the Holidays for 2017 as follows: Monday, January 16, 2017 - Martin Luther King Day; Monday, February 20, 2017 - Presidents Day; Friday, April 14, 2017 - Good Friday; Monday, May 29, 2017 - Memorial Day; Tuesday, July 4, 2017 - Independence Day; Monday, September 4, 2017 - Labor Day; Monday October 9, 2017 - Columbus Day; Friday, November 10, 2017 - Veterans Day (observed); Thursday, November 23, 2017 - Thanksgiving Day; Friday, November 24, 2017 - Day after Thanksgiving; Monday, December 25, 2017 – Christmas; Monday, January 1, 2018 - New Year's Day and a floating holiday. Chairman DeSanto read the following Board of Supervisors Regular Meeting dates: Tuesday, February 28, 2017, Tuesday, March 28, 2017, Tuesday, April 18, 2017, Tuesday, May 23, 2017, Tuesday, June 27, 2017, Tuesday, July 25, 2017, Tuesday, August 22, 2017, Tuesday, September 26, 2017, Tuesday, October 24, 2017, Tuesday, November 14, 2017 and Tuesday, December 12, 2017. The 2018 Reorganization Meeting will be held on Tuesday, January 2, 2018, beginning at 7:00 p.m. Special Meetings of the Board of Supervisors of East Norriton Township will be held on an as needed basis and will be advertised separately. Mr. McDevitt made a motion to approve the 2017 dates as read. The motion was seconded by Mrs. Salamone and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Resolution No. 2714 – Township Fee Schedule Update and Affirmation. Code Enforcement/Zoning Director, Tiffany Loomis reviewed Resolution No. 2714 amending the Township's fee schedule for various permits and services. Mr. Alfarano made a motion to approve Resolution No. 2714. The motion was seconded by Mr. McDevitt and approved unanimously.

Chairman DeSanto introduced the next item on the agenda, Certify Delegates to the State Association's Annual Conference. Chairman DeSanto made a motion to

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designate the Supervisors and Township Manager as delegates to the 2017 PSATS Annual Conference and to appoint Supervisor Howell to serve as the voting delegate for East Norriton Township. The motion was seconded by Mr. Alfarano and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Appointment of Members to Boards/Commissions. Mrs. Salamone made a motion to appoint the following: Vacancy Board – one year term expiring 12/31/2017 – Diana Cassel; Planning Commission four year terms each expiring 12/31/2020 – Keith Tornetta, Kenneth Grimes and Kandy Heckman; East Norriton-Plymouth-Whitpain Joint Sewer Authority – five year term expiring 12/31/2021 – Marc Alfarano; Traffic Advisory Committee – one year term each expiring 12/31/2017 – James Serratore, Joseph Tarantino, Keith Tornetta, Anthony Taormina, George Schools, Peter Cosumano and John Freeman; Historical Advisory Commission – five year term expiring 12/31/2021 – Joan Lenhardt; and Industrial Development Authority – five year term expiring 12/31/2021 – Don Benn. The motion was seconded by Mrs. Howell, the motion was approved 4 - 0, with Mr. Alfarano abstaining from the vote.

Chairman DeSanto introduced the next item on the agenda, Resolution No. 2715 - East Norriton Township Zoning Hearing Board. Chairman DeSanto made a motion to approve Resolution No. 2715 reappointing Diana Cassel to the Zoning Hearing Board for a term of three years expiring on December 31, 2019. The motion was seconded by Mrs. Howell and approved unanimously.

Mrs. Salamone introduced the next item on the agenda, Resolution No. 2716 - Reaffirming a Building Code Board of Appeals. Mrs. Salamone made a motion to approve Resolution No. 2716 reappointing Michael McAndrew, Bill Hitman, Stanley Segal and alternate member, Nicholas Gambone each for a one year term expiring 12/31/2017. The motion was seconded by Mr. Alfarano and approved unanimously.

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There being no other business to come before the Board, Chairman DeSanto asked if there were any citizens who wished to speak, there were none.

Mrs. Salamone made a motion to adjourn the meeting at 7:19 p.m. The motion was seconded by Mrs. Howell and approved unanimously.



A handwritten signature in black ink, appearing to read "Robert R. Hart". The signature is written in a cursive style and is positioned above a horizontal line.

Robert R. Hart
Secretary