

**TINICUM TOWNSHIP BOARD OF SUPERVISORS
ORGANIZATIONAL MEETING AGENDA
JANUARY 4, 2016**

Pledge of Allegiance:

Chairperson:

_____, as temporary Chairperson nominates _____ for the permanent position of Chairperson for 2016.

Vice-Chairperson:

Motion by _____, seconded by _____, to appoint _____, as Vice-Chairperson for 2016.

Township Manager/Secretary:

Motion by _____, seconded by _____, to re-appoint Linda McNeill as Tinicum Township Manager and Secretary to the Board of Supervisors.

Township Treasurer:

Motion by __, seconded by __, to re-appoint Teresa Lewis as Tinicum Township Treasurer.

Treasurer's Bond:

Motion by _____, seconded by _____, that the Bond be set at \$650,000.00, with Aetna Casualty Corporation, with H.A. Thompson Company as broker.

Township Depository General Fund, State Fund, Capital & Equipment Fund:

Motion by _____, seconded by _____, that Uninvest and the PA Local Government Investment Trust shall be the depositories for the surplus funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest for surplus funds of the Township.

Township Depository Open Space:

Motion by _____, seconded by _____, that TD Bank and the PA Local Government Investment Trust shall be the depositories for the open space surplus funds of the Township, except in those instances where the Treasurer may obtain a better rate of interest for surplus funds of the Township.

Solicitor for the Township and Planning Commission:

Motion by _____, seconded by _____, that Stephen Harris, be re-appointed as Solicitor for the Township and the Planning Commission, at the rate of \$150.00 per hour with the policy that he regularly attend the meetings of the Board of Supervisors, and that he is also on call for the Planning Commission.

Backup Township Solicitor:

Motion by _____, seconded by _____, that Peter Harrison, be re-appointed as backup Township Solicitor, at a rate of \$150.00 per hour.

Township Engineer:

Motion by _____, seconded by _____, that Tom Fountain, be re-appointed as Engineer for the Township and the Planning Commission, at the rate of \$88.00 per hour with the policy that he regularly attend the meetings of the Planning Commission, and that he is also on call for the Board of Supervisors.

Earned Income Tax:

Motion by _____, seconded by _____, that Keystone Collections Group, pursuant to Act 32, Bucks County Tax Collections will collect the taxes for Tinicum Township.

Admissions Tax Officers:

Motion by _____, seconded by _____, that the Palisades School District Tax Office will collect the Admissions Tax for Tinicum Township.

Bucks County Tax Collection Committee (TCC):

Motion by _____, seconded by _____, to appoint _____ as the Delegate to the Bucks County TCC.
Motion by _____, seconded by _____, to appoint _____ as the Alternate to the Bucks County TCC.
The first meeting date for 2016 is Thursday, January 28, 2016 at 4:00 p.m.

Vacancy Board- Act 1069:

Motion by __, seconded by __, that the registered elector _____ be appointed to serve as Chairperson of the Vacancy Board.

Mileage Reimbursement:

Motion by __, seconded by __, that authorized personnel are to be reimbursed at 57.5 cents per mile, or at the rate as adjusted by the IRS for use of personal vehicles on Township business.

Tinicum Township Emergency Management:

Motion by __, seconded by __, that _____, be appointed as the Emergency Management Coordinator.

Police Chief:

Motion by __, seconded by __, that James Sabath be re-appointed as Police Chief of the Tinicum Township Police Department.

Tinicum Township Fire Police:

Motion by __, seconded by __, to re-appoint members of Delaware Valley and Ottsville Volunteer Fire Companies as Tinicum Township Fire Police in accordance with the recommendations by Police Chief, James Sabath as follows: William Hauschka, Jeffrey Lutz, Jason Moffett, Dawn Cifelli, George Lovett, Frank Pool, Janet Snyder, Robert Milligan and Doug Burmeister.

Police Department Coordinator:

Motion by __, seconded by __, that __, be appointed as the Supervisor Liaison for the Police Department.

Public Works Department Coordinator:

Motion by __, seconded by __, that __ be appointed as the Supervisor Liaison for the Public Works Department.

General Government Administration Coordinator:

Motion by __, seconded by __, that _____ be appointed as the Supervisor Liaison for the General Government Administration.

Public Works Department Employees:

Motion by __, seconded by __, to retain the present Public Works Department employees, namely Roger Margot, Robert Kallenbach, Calvin Trovinger and R. Douglas Skelton as Director of Public Works.

Rate of Pay for Contracted Services/Public Works Department:

Motion by _____, seconded by _____, to pay the sum of \$20.69/hour to a person providing contracted services during regular business hours and a rate of \$31.04 for evenings, weekends, holidays or after a work shift exceeds 8 hours.

Replacement Signs:

(This is for road signs that might get damaged or knocked down in accident, or due to vandalism.)

Motion by _____, seconded by _____, to set the cost of replacement signs as follows: Posts \$200.00; signs \$165.00 for a total of \$365.00.

Fee Schedule:

Motion by _____, seconded by _____, resolved that the 2016 fee schedule be adopted as indicated on the attached schedule in accordance with Resolution No. 01-04-16.1.

State Supervisors' Convention:

Motion by _____, seconded by _____, that the Township Delegate to the Annual Convention of Township Supervisors, to be held in Hershey on April 17th through April 19th shall be all three Supervisors or designees, and the Township Manager.

Motion by _____, seconded by _____, that _____ is appointed as the Voting Delegate.

BCATO Convention:

Motion by _____, seconded by _____, that the Supervisors, Manager, Solicitor and Engineer are authorized to attend the BCATO Annual Convention, to be held February 27, 2016 at Spring Mill Country Club.

Zoning Officer:

Motion by _____, seconded by _____, that Karyn Hyland of Keystone Municipal Services, L.L.C. be appointed as Zoning Officer, at an hourly rate of \$65.00.

Motion by _____, seconded by _____, that Linda McNeill be re-appointed as Zoning Administrator.

Motion by _____, seconded by _____, to confer power and duties to administer and enforce the provisions of the Zoning Ordinance to both the Zoning Officer and Zoning Administrator.

Building Inspector:

Motion by _____, seconded by _____, to appoint Keystone Municipal Services, L.L.C. as the Building Inspector for Tincum Township and to administer the PA Uniform Construction Code, Act 45 of 1999, as amended from time to time, and its establishing minimum regulations governing the design, construction, alteration enlargement, repair, demolition, removal, conversion, use and maintenance of all buildings and structures, providing for the issuance of permits, collection of fees, making of inspection and prescribing penalties for the violation thereof; known as the Building Code.

Planning Commission:

Motion by ____, seconded by ____, to re-appoint Linda McNeill as Secretary of the Planning Commission.

Motion by ____, seconded by ____, to re-appoint _____ as a member of the Planning Commission.

Damon Aherne 1/07/13-12/31/16, Peter Bickford 4/01/14-12/31/16, Tom Casola 4/01/14-12/31/17, John Cole 1/03/12-12/31/15, Vincent Dotti 1/06/14-12/31/17, Laure Duval 1/03/11-12/31/14, Trevor McNeill 1/06/14-12/31/17.

Meeting Dates: January 12th and 26th, February 23rd, March 22nd, April 12th, May 24th, June 21st, July 26th, August 23rd, September 27th, October 25th, November 22nd, December 13th.

Work session dates: February 9th, March 8th, May 10th, September 13th, and October 11th.

Zoning Hearing Board:

Motion by ____, seconded by ____, to appoint _____ as a Member of the Zoning Hearing Board.

Motion by ____, seconded by ____, to appoint _____ as an Alternate to the Zoning Hearing Board.

Members are as follows: William Altier 1/06/14-12/31/16 Alternate, Greg Czura 1/05/15- 12/31/16, Eric Hinrichs 1/05/15- 12/31/1, Terry Pratt 01/07/13 – 12/31/15

Hearings as required with Notices to be published.

Zoning Hearing Board Solicitor:

Motion by _____, seconded by _____, to affirm that the Zoning Hearing Board is authorized to spend up to \$140.00/hour for their Solicitor.

Historical Commission:

Ordinance provides for either 5 or 7 Members

Motion by _____, seconded by _____, to appoint _____ as a Member of the Historical Commission.

Members are as follows: Janine Black 1/06/14-12/31/16, Ethan Perry 01/06/14- 12/31/16, Brian Murphy 1/07/13-12/31/15 and Stephen Victor 1/07/13 - 12/31/15.

Quarterly on the second Monday at 7:30 p.m.

Meeting Dates: January 11th, April 11th, July 11th, October 10th.

Park and Recreation Board:

Motion by _____, seconded by _____, to appoint _____ as a Member of the Park and Recreation Board.

Members are as follows: Vicki Dexheimer 1/05/12-12/31/18, Phil Szymanowski 01/05/15-12/31/18, Kathleen Fagnoli 1/05/15-12/31/16, and Ted Leister 1/05/15-12/31/17.

Generally the second Wednesday at 7:30 p.m.

Meeting Dates: January 13th, February 10th, March 9th, April 13th, May 11th, June 8th, July 13th, August 10th, September 14th, October 19th, November 9th, December 14th.

Land Preservation Committee

Motion by _____, seconded by _____, to re-appoint the following residents to the Land Preservation Committee: Bill Ballantine, Marion Kyde, Norman MacArthur, Sally Mirick and John Quinby.

Members are appointed annually. (Resolution allows 5-7 members.)

Meeting dates: January 25th, February 22nd, March 28th, April 25th, June 27th, July 25th, August 22nd, September 26th, October 24th, November 28th

Joint Bridgeton, Nockamixon, Tinicum Ground Water Management Committee:

Motion by _____, seconded by _____, to re-appoint Robert Stanfield for 2016.

Motion by _____, seconded by _____, to appoint _____ for 2016.

Motion by _____, seconded by _____, to appoint _____ for 2016.

Generally the third Wednesday at 7:30 p.m.

Meeting dates: January 6th and January 20th, February 17th, March 16th, April 20th, May 18th, June 15th, July 20th, August 17th, September 21st, October 26th, November 16th, December 21st.

Building Code Board of Appeals:

Motion by _____, seconded by _____, to re-appoint Christopher Weaver for 2016.

Motion by _____, seconded by _____, to re-appoint Kenneth Walton for 2016.

Motion by _____, seconded by _____, to re-appoint Joseph Billingham for 2016.

Hearings as required with Notices to be published.

Attendance Policy:

It shall be the policy of the Board of Supervisors that a member of any Township Board who fails to attend or participate via teleconference 50% of the meetings during the year will be taken off the Board, and it is unlikely someone will be re-appointed if they missed 50% of the meetings during their term.

Conclusion:

When a formal action is recorded in the Minutes, the vote in all cases shall be considered unanimous, unless a dissenting vote is cast. When a dissenting vote is cast, the entire vote shall be recorded in full.

Motion by _____, seconded by _____, to close the Organizational Meeting at _____ p.m.

REGULAR MEETING FOR BUSINESS

PUBLIC SESSION:

BUSINESS:

A. Old Business:

B. New Business:

2016 Emergency Operation Plan:

Distribution of Manuals, Signatures on the Promulgation

Resolution revising Resolution No. 2015-02 establishing groundwater regulations for Section 809 Groundwater Resource Development of the Tinicum Township Zoning Ordinance:

1) MINUTES:

Motion by _____, seconded by _____, to approve the Minutes of the Meeting of December 15, 2015 as written.

2) TREASURER'S REPORT & BUDGET RECAP:

The Treasurer's report and Budget recap for December 2015 will be presented on January 20, 2016.

2a) Motion by _____ seconded by _____ to amend the approved 2016 Budget to correct an error in the Open Space Fund section correcting the Open Space Tax Expenditures from \$418,333 to \$352,111. There are no changes to any line item. This correction was advertised in the Intelligencer Record legal notice section.

3) PAYROLL REPORT:

Motion by _____, seconded by _____, to approve the Payroll Report for the period of December 12, 2015 through December 25, 2015.

4) DISBURSEMENTS:

Motion by _____, seconded by _____, to approve the below listed disbursements:

General Fund: Earth Link \$42.90; Delguerico's Disposal Service \$240.00; Ricoh Americas Corp \$239.76; VISA \$263.90; Staples \$194.17; Nicholas Shaw & Son \$93.75; Aflac Business Services \$400.76; James Sabath \$113.15; Mark Compas \$193.77; Nicole Madden Mead \$551.20; Merry Maids \$125.00; Nicole Madden Mead \$135.40; PSATS \$60.00; Verizonwireless \$234.05; Keystone Municipal Services \$3,540.00; Hartford Life \$188.55; Service Electric \$339.14. efts IRS \$2,175.06.

Payroll Fund: Payroll for pay period ending 12/23/15; efts Internal Rev Service \$5,523.00; Pa Dept of Rev. \$872.87.

State Fund: Michael's Garage \$756.50

Groundwater Management Fund: Lennon's Small Jobs \$534.39

5) A. PLANNING:

B. SUBDIVISION:

6) ZONING:

7) POLICE:

8) PUBLIC WORKS:

Announcement:

The Public Works Director announces that any resident of the Township may bring their Christmas tree to the Township Building to be chipped free of charge.

9) ZONING HEARING BOARD:

Tinicum Township Zoning Hearing Board REMAND hearing at 7:00 p.m. on January 14, 2016 in accordance with the Order of the Court of Common Pleas, Bucks County Docket No. 2015-01293-26-33,

remanding the application of John McBride (Appeal #1-2015) to the Tincum Township Zoning Hearing Board for the purpose of hearing and receiving additional evidence and testimony.

The Zoning Hearing Board held a Hearing on January 8, 2015 to consider the application of Property Owner John McBride who requested a Variance from the limits of maximum impervious surface ratios to permit a total of 19.3% where the permitted is 7.5%. Variances were also requested from Article VIII, Section 806, Subsection (d) (3) (i) and Article IX, Section 900.13 of the Tincum Township Zoning Ordinance in order to construct a Single Family Residence on this property that has an existing barn, septic system and driveways. The Zoning Hearing Board denied the application by written decision dated January 22, 2015. This property is identified as 44-001-051-003, located at 50 Sherman Road, Ottsville, PA. This is a 3.3 acre tract located in the Country Residential (CR) Zoning District.

10) MISCELLANEOUS:

A. Auditors' Organizational Meeting

The Auditors' Organizational Meeting will be held on Tuesday, January 5, 2016 at 10:00 a.m.

B. Met-Ed Right of Way Tree and Branch Clearing

11) ADJOURNMENT:

Motion by _____, seconded by _____, to adjourn the meeting at _____p.m. The next regularly scheduled meeting is January 19, 2016 at 7:30 p.m. in the Township Building.