

**DOYLESTOWN TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION MEETING**

January 5, 2009

The reorganization meeting of the Doylestown Township Board of Supervisors was held at 4:00 p.m. on Tuesday, January 5, 2009, in the Doylestown Township Municipal Building, 425 Wells Road, Doylestown, PA. Members of the Board of Supervisors in attendance included: Barbara N. Lyons, E. Thomas Scarborough, Jr., Barbara Eisenhardt, Cynthia M. Philo and Jeffrey Bennett. Others in attendance included: Mario L. Canales, Township Engineer; Jeffrey P. Garton, Township Solicitor; Stephen J. White, Police Chief and Stephanie J. Mason, Township Manager;

Pledge to the flag: The meeting opened with a pledge to the flag.

Visitors/Public Comment: Mr. James Bingler of Turkey Lane inquired if DEP was still hosting a meeting this week. Mrs. Lyons responded yes on Wednesday, January 7, 2009 at 7 p.m.

Announcements:

The Board of Auditors will hold their Reorganization Meeting on Tuesday, January 6, 2009 at 7:00 PM

The next meeting of the Board of Supervisors will be held on Tuesday, January 20, 2009

The Township Administration Building will be closed Monday, January 19, 2009, due to Martin Luther King's Birthday.

Correspondence:

Eagle Scout Proclamations – On motion of Mrs. Eisenhardt seconded by Mr. Scarborough the Board of Supervisors unanimously approved the proclamations for Jacob Alexander Smith from Troop 6 and Dante Morganesi from Troop 71.

Land Development – Sunrise Senior Living Plan Withdrawal – On motion of Ms. Philo seconded by Mrs. Eisenhardt the Board of Supervisors unanimously accepted the withdraw of the preliminary land development plan from Sunrise Senior Living.

REORGANIZATION

Organize the Board of Supervisors for 2009: Ms. Philo recommended that Mr. Garton served as Temporary Chairman.

Chairman: Mr. Garton accepted nominations for Chairman - Ms. Philo nominated Barbara Eisenhardt, with Mrs. Eisenhardt seconding the nomination.

Mr. Scarborough nominated Barbara Lyons with Mr. Bennett seconding. Upon a roll call vote Mrs. Eisenhardt received two yea votes from Ms. Philo and Mrs. Eisenhardt and Mrs. Lyons received three yea votes from Mr. Scarborough, Mr. Bennett and Mrs. Lyons. At the conclusion of a roll call vote Mr. Garton announced that Mrs. Lyons would serve as Chairman of the Board of Supervisors.

Vice Chairman: Mrs. Lyons accepted nominations for Vice Chairman; Mrs. Eisenhardt nominated Cynthia Philo with Ms. Philo seconding the nomination. Mr. Bennett nominated Tom Scarborough with Mr. Scarborough seconding the nomination. Upon a roll call vote Ms. Philo received two yea votes from Mrs. Eisenhardt and Ms. Philo and Mr. Scarborough received three yea votes from Mr. Bennett, Mrs. Lyons and Mr. Scarborough. At the conclusion of the roll call vote Mrs. Lyons announced that Mr. Scarborough would serve as Vice Chairman of the Board of Supervisors.

Director of Public Safety: Mrs. Lyons accepted nominations for Director of Public Safety; Mrs. Eisenhardt nominated Cynthia Philo with Ms. Philo seconding the nomination. Mr. Scarborough nominated Barbara Lyons with Mr. Bennett seconding the nomination. Upon a roll call vote Ms. Philo received two yea votes from Mrs. Eisenhardt and Ms. Philo and Mrs. Lyons received three yea votes from Mr. Scarborough, Mrs. Lyons and Mr. Bennett. At the conclusion of the roll call vote Mrs. Lyons announced that she would serve as Director of Public Safety.

Approval of minutes: December 16, 2008

On motion of Mr. Scarborough, seconded by Mr. Bennett, the Board of Supervisors approved the minutes of December 16, 2008. This motion carried unanimously.

Proposed Guidelines for Supervisors, Public Meetings, and Chairperson 2009:

On motion of Mr. Scarborough, seconded by Mr. Bennett, the Board of Supervisors adopted the following Guidelines for 2009 with an amendment to item IV F to include the Traffic Advisory Committee. The motion carried unanimously.

Developed in accordance with 65 Pa.C.S.A. Section 701, et seq. known as the "Sunshine Act" and Robert's Rules of Order providing parliamentary procedure for the conduct of meetings. These Proposed Guidelines incorporate the Supervisors Guidelines approved for 2005 (Board of Supervisors Reorganization Meeting, (January 3, 2005).

Guidelines for Supervisors:

I. Rights and Responsibilities of Members:

- Receive notice of meetings, plan to attend meetings and be on time
- Make and second motions, debate motions and vote on motions
- Be familiar with the basic rules of parliamentary law
- Know the meaning of the question being debated
- Object when rules are violated
- Receive all information available to facilitate decision making including the minutes and treasurer's report
- Be informed, be attentive and open-minded
- Follow the rules of debate, make a point concisely
- Insist on law and order at meetings
- Work to create dignity and decorum, speak openly and allow others to speak openly, respect the rights of others, attack issues not people, treat everyone with courtesy, board members should not have to suffer personal attack
- Serve as liaison to boards, committees, and commissions of the Township
- Abide by the final decision of the majority
- Respect the chair's opinions and rulings
- Stay until the end of the meeting
- Enhance the reputation of the Township

II. Socializing

The supervisors are encouraged to congregate at various times and socialize in order to engender a spirit of cooperation and camaraderie so long as the gathering is not used for the purpose to deliberate Township business or otherwise take any official action.

III. Protocol

- A. In order to promote efficiency and not incur unnecessary fees, the Supervisors will direct questions and requests for assistance to the Township Manager and not the professional support staff.
- B. Issues and concerns from residents must first be directed to the Township Administration for resolution as soon as is practical; issues or concerns that cannot be resolved by the Administration, or otherwise requires Board consideration, must be listed as an agenda item.
- C. Issues or concerns concerning the administration of Township business must first be directed to the Township Administration for resolution as soon as is practical; issues or concerns that cannot be resolved by the Administration, or otherwise requires Board consideration, must be listed as an agenda item.
- D. Items pertaining to Township business may be added to a meeting agenda by presenting the item to the Manager on or before 10:00 a.m. the Friday immediately preceding the meeting.

- E. In the absence of the chair and vice chair, the senior most member present shall preside as chair.
- F. The Board shall meet in January of each new year for reorganization at which time members may be appointed to serve as liaison to the following boards, committees, and commissions: Personnel and Administration, Parks and Recreation, Planning, Public Safety, Roads and Bridges, Environmental Advisory Council, Agricultural Security Advisory Committee, the Council for the Performing Arts, Telecommunications Advisory Board and the Municipal Authority, C.B. Land Use and transportation, Open Space/Land Preservation, Inter-municipal Liaison and the Traffic Advisory Committee.

Guidelines for Public Participation in Board Meetings:

- Prior to addressing the board, all speakers should state their name and address and organizational affiliation, if any
- Questions and comments should be addressed to the entire board, not to individual members or to the chair
- Questions and comments should be confined to the specific topic under discussion
- Each speaker will limit his/her comments to two minutes
- Speakers are requested not repeat points already made by previous speakers
- It is expected that speakers will observe the commonly accepted rules of courtesy, decorum, and civility; resorting to personalities, or the use of abusive, intemperate or defamatory language will be ruled out of order
- Written statements will be received by the board in lieu of, or in addition to, oral presentation
- On controversial issues, speakers for and against a given topic may be recognized alternately by the chair

Guidelines for Chairperson:

I. Chair's Responsibilities and Duties

- Preside at all meetings of the Board of Supervisors
- Open the meeting at the specified time and make sure that there is a quorum
- Announce the business and the order in which it will be considered
- State and put motions to a vote and announce the results of all votes
- Conduct an orderly debate
- Apply and enforce the rules of parliamentary procedure and decorum
- Make the business of the meeting run as smoothly as possible and avoid wasting time

- Announce any known meetings of the Board of Supervisors at the beginning and end of each meeting
- Help members to follow parliamentary law
- Make sure that a motion has been made and seconded before discussion
- Encourage all members to participate freely in debate
- Consider only one main motion at a time
- Resolve each motion fully before moving on in the agenda
- Keep in mind that the person who made the motion is entitled to speak first
- Give one person the floor at a time and restrict debate to the motion on the floor
- Act in a tactful, fair, and polite manner
- Encourage people to identify themselves before they speak
- Check to make sure that everyone knows and understands the question being debated
- Make sure that personalities remain out of the debate
- Refer complex issues to committees for additional information beginning and end of each meeting
- Declare the meeting adjourned when all business has been concluded
- End all meetings by 10:00 p.m.

Designate Board's areas of responsibility for 2006:

Ms. Philo indicated that she believes liaisons should be selected on seniority basis having a choice of committee. Mrs. Eisenhardt commented that board members area's of interest should be considered and equal service should be allowed and she thinks it's skewed. She'd like to be on more than one committee. Mr. Bennett commented that as board members we don't serve but are liaisons and it does not exclude a board member from attending any committee meeting throughout the year. Mr. Scarborough commented that he's been on the board awhile and he believes developing a rapport with committees is important. Mrs. Eisenhardt indicated she'd like to have a good understanding of what all the boards and commissions do for the township but of course not all of the board members can attend all of the meetings. Mrs. Lyons commented that another factor is the expertise and experience a liaison can lend to a particular committee. Ms. Philo commented that it's the same people year after year serving as liaison. We need fresh and new liaisons. Ms. Eisenhardt commented that to have transparent government you have to give more exposure to members.

Mr. Paternostro commented that he knows what the vote is going to be and that the board is not going to compromise. If it's going to be 3 to 2 why show up.

Mrs. Lyons asked the board members which committee's they'd like to liaison to for 2009.

Mr. Bennett indicated that he'd like Ways and Means and Park and Recreation. Ms. Philo indicated that she'd like Intermunicipal, Police Affairs and Traffic Advisory. Mr. Scarborough indicated that he'd like Telecommunication Advisory Board, Public Water and Sewer Advisory, Environmental Advisory Council and Doylestown Township Municipal Authority. Mrs. Eisenhardt indicated that she'd like Planning Commission, Summit on Aging and Agricultural Security. Mrs. Lyons indicated that she'd like to co-liaison with Ms. Philo on Intergovernmental and Planning Commission with Mrs. Eisenhardt.

On motion of Mrs. Lyons seconded by Mr. Bennett the following board members will be liaisons to the following committees in 2009. The motion carried unanimously.

	<u>2009</u>
Personnel/Administration	Barbara N. Lyons
Planning Commission	Barbara N. Lyons/Barbara Eisenhardt
Environmental Advisory Council	E. Thomas Scarborough, Jr.
Parks & Recreation	Jeffrey A. Bennett
Roads & Bridges	Cynthia M. Philo
Public Safety	Barbara N. Lyons
Municipal Authority	E. Thomas Scarborough, Jr.
Agricultural Security Advisory Board	Barbara Eisenhardt
Telecommunications Advisory Board	E. Thomas Scarborough, Jr.
Open Space/Farm Land Preservation	Barbara Lyons
Intermunicipal Liaison	Cynthia M. Philo/Barbara N. Lyons
Traffic Advisory Committee	Cynthia M. Philo
Summit on Aging	Barbara Eisenhardt
Bike/Hike Committee	Jeffrey A. Bennett
Public Water & Sewer Advisory Com.	E. Thomas Scarborough, Jr./Cynthia M. Philo
Ways & Means Committee	Jeffrey A. Bennett

Township Appointments:

Ms. Philo inquired as to the spreadsheet provided for the Board with salary information and that with the extra pay period in 2009 it looks like employees get more than 3.5% she asked that a revised sheet be provided.

On motion of Mr. Scarborough seconded by Mr. Bennett the Board made the following appointments for 2009. The motion carried unanimously.

	<u>2006</u>
A. Township Manager	Stephanie Mason
B. Township Secretary	Stephanie Mason
C. Township Treasurer	Stephanie J. Mason
D. Township Zoning Officer	Stephanie Mason
E. Director of Operations	Richard E. John

F.	Code Enforcement Director /Fire Marshal/Asst. Zoning Officer	Stephen Walther
G.	Township Police Chief	Stephen J. White
H.	Twp.Emergency Mgmt.Coordinator	Stephen J. White
I.	Township Police Lieutenant	Dean Logan
J.	Finance Officer	William Wightman
K.	Road Superintendent	Paul Garr
L.	Parks Superintendent	Dietrich Froehlich
M.	Director of Parks & Recreation	Karen A. Sweeney
N.	Water Superintendent	Stephen Oiler
O.	Township Engineer	Pickering, Corts & Summerson Mario Canales, P.E.
P.	Township Solicitor	Begley, Carlin & Mandio Jeffrey P. Garton
Q.	Township Planning Consultant	Boucher & James Judy Stern Goldstein
R.	Township Traffic Engineer	Pennoni & Associates Philip Wursta
S.	Tax Hearing Officer	Stephanie J. Mason
T.	Twp. Open Records Officer	Jacqueline M. Rowand

Appointments to Boards and Commissions for 2009:

Mrs. Eisenhardt commented that she'd like to open up the process more and get people who are new to the area an opportunity to serve and not just reappoint people who've been serving a long time.

Mrs. Lyons indicated that she does not want to be disingenuous to those residents who've served and would like to continue serving.

Ms. Philo commented that some positions are open but not all people have an opportunity.

Mrs. Eisenhardt thinks the board should revisit policy and declare all vacancies open and allow all to apply even those currently serving.

Mrs. Lyons indicated that all of the committee meetings are open to the public and anyone interested in serving can attend any meeting to suggest otherwise is not correct.

Mrs. Eisenhardt commented that as a practical matter we advertise only the positions that we know are vacant and not all positions that expire. Those currently serving get a letter seeing if they'd like to be reappointed if they do that position doesn't get advertised.

Mr. Bennett commented that he did not think this was time to bring this up. He believes that to review the policy it should have been done in May or June. He indicated that we have too many openings and need the boards and commissions to begin work immediately for the New Year and not hinder them waiting for appointments. Throughout the year vacancies have occurred, positions advertised and appointments made. Currently we have about nine vacancies and only three people responded to the ads which were in the newspaper, TV Channel and Website.

Mrs. Eisenhardt indicated that she believes the ads should include all the positions not just the vacant ones.

Mrs. Lyons commented that the township boards and commissions are run by volunteers. It's the responsibility of the chairmen of the committees to make sure that those volunteers not attending regularly or not up to task to move on.

Mr. Scarborough mentioned that the township has talented people serving on our boards and commissions. To try and interview hundreds of people is an impossible task when you already have qualified people volunteering.

Mr. Paternostro commented that the board needs to resolve to work together. The committees should be staggered that way you only have to interview one per year.

Mrs. Eisenhardt commented that hundreds is an exaggeration and she knows of residents interested in serving but didn't get a chance because the person already serving wanted to be reappointed.

Mrs. Lyons suggested that she and Mrs. Eisenhardt get together and work on a policy that respects those already serving and bring it back to the Board for consideration.

Being no further discussion on motion of Mr. Scarborough seconded by Mr. Bennett the Board of Supervisors appointed the following people to serve on the township's boards and commissions. The motion carried unanimously.

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| A. Agriculture Security Area Advisory Council (one year) | Dr. Joshua Feldstein
Marge Kohl
Joe Peters
Jeffrey Fehr
<i>1 Appointment Needed</i> |
| B. Bike & Hike (1 year term) | Don Feldscher
Tom Kelso
Clorece Kulp
Amy E. Mazzanti |
| C. Environmental Advisory Council – Botanist
(1 yr. term) | Jennifer Wollenberg Redko |
| D. Environmental Advisory Council – Ornithologist | Raymond Hendricks |

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| E. EAC/Shade Tree Commission (3 yr. term) | <i>2 Appointments Needed</i>
Chairman Appointment |
| F. Historic Architectural Review Board (4 yr. term) | <i>3 Appointments Needed</i>
Steve Walther, Bld. Insp.
Richard Bach
Jeffrey Fehr
Joshua Feldstein
Thomas Kelso
Jennifer Wollenberg Redco |
| G. Municipal Authority (5 yr. term) | <i>1 Appointment Needed</i>
<i>(Resident Representative)</i>
Mike McCreery
Don Feldscher
Mardi Harrison |
| H. Open Space & Farmland Pres. Bd. (3 yr. term) | <i>1 Appointment Needed</i> |
| I. Oktoberfest Chairman (1 yr. term) | |
| J. Park & Recreation (5 yr. term) | |
| L. Doylestown Community Performing Arts Council
(3 yr. term) | |
| M. Doylestown Community Performing Arts Council
(1 yr. term) | Karen Sweeney
George Lowenstein
David Blois
Edward Harvey
Gary Munkelt
Joe Krumenacker
Ernest Szoke
Genevieve Querin
Wallace Pattyson
EAC Representative
Plan. Com. Representative |
| N. Planning Commission (4 yr. term) | |
| O. Public Water & Sewer Advisory Committee
(1yr. term) | <i>1 Appointment Needed</i> |
| P. Summit on Aging Committee (1 yr. term) | Roland Bender
Judith Ermigiotti
Ernie Gash
Marianne Nettina
William Lloyd
Alice Vernon
Kurt Krause
Peter Sperry
Edgar Ebenbach
Mark Shiner (VD#2) |
| Q. Telecommunications Advisory Board (1yr. term) | <i>2 Appointments Needed</i>
<i>(VD#3 & 5)</i>
William Casey, Esq.
David Nettina |
| R. Traffic Advisory Committee (3 yr. term) | <i>1 Appointment Needed</i> |
| S. Vacancy Board (1 yr. term) | |
| T. Ways & Means Committee (3 yr. term) | |

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U. Zoning Hearing Board (3 yr. term)
V. Bucks County Transportation Mgt. Assoc.
(1 yr. term)
W. Township Arborist

William Lahr, III
Cynthia Philo
Stephanie Mason
Robert McMullin
(Keystone Tree Experts)

Set 2009 Meeting Dates:

Ms. Philo asked a question as to why the Board of Supervisors meetings for the 1st Tuesday in July, August and September were being cancelled. Mrs. Lyons responded that she recalled that Mrs. Eisenhardt had suggested during this past summer when we didn't have a lot of business during those time to cancel ahead of time vs. canceling prior to a scheduled meeting. Mrs. Eisenhardt indicated that she did suggest it but that we should cancel because of a lack of work not because we believe there will be a lack of work. .

Mr. Paternostro stated that he's going to pick on the other two supervisors now because he recalls being at the meetings this past summer and there was little or no work and typically the Board cancels the meetings so it makes sense to do it ahead of time. It seems that if there is business you go ahead and schedule a meeting at that time.

On motion of Mrs. Eisenhardt seconded by Mr. Scarborough the following meeting dates were set for 2009. The motion carried unanimously.

Board of Supervisors, 1st and 3rd Tuesdays 7:00 PM

Agriculture Security Advisory Committee – Scheduled as needed

Bike & Hike Committee 3rd Tuesday 8:00 AM

Doylestown Community Performing Arts Council 4th Wednesday 5:30 PM

Environmental Advisory Board, 2nd Tuesday 7:30 PM

Historical Architectural Review Board – Scheduled as needed

Municipal Authority, 3rd Thursday 4:00 PM

Oktoberfest 2009 Committee, 4th Wednesday 7:00 PM

Open Space and Farmland Preservation Committee – 1st Monday 7:00 PM

Park & Recreation Board, 3rd Monday 5:30 PM

Planning Commission, 2nd Tuesday work session 5:00 PM, 4th Monday regular meeting 7:00 PM

Public Water & Sewer Advisory Committee, 3rd Thursday 5:00 PM

Summit on Aging Committee, 1st Friday 8:30 AM

Telecommunications Advisory Board, 1st Monday 7:30 PM

Traffic Advisory Committee – 2nd Wednesday 7:00 PM

UCC Board of Appeals, Scheduled as needed 7:30 PM

Ways & Means Committee, 1st Thursday 7:00 PM

Zoning Hearing Board, 3rd Monday and 4th Thursday 7:30 PM or by a specified advertisement.

MAY – The Board of Supervisors regular meeting scheduled for May 19 (Primary Election Day) is cancelled. Planning Commission will combine their Work Session and Regular meeting on May 12 starting at 5:00 PM Bike/Hike and Park & Recreation regular meetings will be held on May 20 instead of May 19 (Primary Election Day)

June – Park and Recreation Board and Performing Arts Council will not meet.

JULY – The Board of Supervisors regular meeting scheduled for July 7 is cancelled. Summit on Aging regular monthly meeting will be held on July 10 instead of July 4 (Independence Day) Performing Arts Council will not meet.

AUGUST – **Board** of Supervisors regular meeting scheduled for August 4 is cancelled. Performing Arts Council will not meet.

SEPTEMBER – The Board of Supervisors regular meeting scheduled for September 1 is cancelled. Telecommunication Advisory Board and Open Space & Farmland Preservation Committee regular monthly meetings will be held on September 14 instead of September 7 (Labor Day)

NOVEMBER – The Board of Supervisors regular meeting scheduled for November 3 will be cancelled (General Election) Traffic Advisory Board regular monthly meeting will be held on November 18 instead of November 11 (Veterans' Day) Planning Commission will combine their Work Session and Regular Meeting on November 10 starting at 5:00 PM Performing Art Council and Oktoberfest regular meetings will be held on November 18.

DECEMBER – The Planning Commission will combine their Work Session and Regular Meeting on December 8 starting at 5:00 PM. Oktoberfest, Park & Recreation & Performing Arts Council will not meet.

Acceptance of Fire Police:

On motion of Ms. Philo seconded by Mr. Scarborough, the Board of Supervisors approved the appointment of Fire Police in Doylestown Township as outlined in Chief White's memo dated December 29, 2008. The motion carried unanimously.

Designation of Depository:

On motion of Mrs. Eisenhardt seconded by Mr. Scarborough the Board of Supervisors agreed to designate any official depository in the Commonwealth of Pennsylvania as a depository. The motion carried unanimously.

Appoint Pension Committee:

On motion of Mrs. Eisenhardt, seconded by Mr. Scarborough, the Board of Supervisors appointed the following representatives to the Pension Committee. The motion carried unanimously.

Mark Wetmore - Uniformed Township Employee - Voting member
Joe Nerz- Non-Uniformed Township Employee - Voting member
Board of Supervisors - Voting members
Stephanie Mason – Secretary - Non-Voting member

Certify delegates to State Annual Convention and establish one voting delegate:

On motion of Mrs. Eisenhardt, seconded by Mrs. Lyons, the Board of Supervisors certified the delegates to the State Annual Convention and established one voting delegate. The motion carried unanimously.

Barbara N. Lyons - Delegate
E. Thomas Scarborough, Jr. – Delegate
Barbara Eisenhardt - Delegate
Cynthia M. Philo – Voting Delegate
Jeffrey Bennett – Delegate
Stephanie J. Mason – Delegate

Resolution #1442- Amendment to Fee Schedule

On motion of Ms. Philo, seconded by Mrs. Eisenhardt, the Board of Supervisors adopted Resolution #1442 as amended item 15 is noted at \$10 amending the township's Fee Schedule. The motion carried unanimously.

Resolution # 1441 – 2009 Compensation / Professional Services:

On motion of Mr. Scarborough, seconded by Mr. Bennett, the Board of Supervisors adopted Resolution #1442 setting the Compensation/Professional Services for 2009 as amended with the IRS rate for the Traffic Engineer at 55.0 cents not 58 Cents.

Ms. Philo suggested that the Board consider seeking RFP's for professional services. She indicated that perhaps the township would get cheaper pricing. She did indicate that the township currently receives good services from its consultants. She also suggested that if a consultant does not have a report then they don't need to be in attendance thereby saving fees.

The motion carried unanimously.

Designation of Official 2009 Township Holidays - Township Building Closed:

On motion of Mr. Bennett, seconded by Mr. Scarborough the Board of Supervisors designated the following official holidays for 2009 when the township building will be closed. The motion carried unanimously.

New Year's Day, 2009	January 1 - Thursday
Dr. Martin Luther King, Jr. Day	January 19 - Monday
President's Day (Washington's Birthday)	February 16- Monday
Good Friday	April 10 – Friday
Primary Election Day	May 19 - Tuesday
Memorial Day	May 25- Monday
Independence Day	July 3 - Friday
Labor Day	September 7 - Monday
Columbus Day	October 12 - Monday
General Election Day	November 3 - Tuesday
Veterans' Day	November 11 - Wednesday
Thanksgiving	November 26 - Thursday
Day after Thanksgiving	November 27 - Friday
Christmas Day	December 25 - Friday
New Year's Day 2010	January 1 - Friday

Police Affairs Committee:

On motion of Mr. Bennett, seconded by Mr. Scarborough the Board of Supervisors appointed the following members to the Police Affairs Committee for 2009. The motion carried unanimously.

Director of Public Safety – Barbara N. Lyons
Board Member – Cynthia M. Philo
Board Member - E. Thomas Scarborough Jr.

Recommend Treasurer's Bond:

On motion of Mr. Scarborough, seconded by Mrs. Eisenhardt, the Board of Supervisors approved the Treasurers Bond be set at \$3,000,000.00. The motioned carried unanimously.

Mrs. Lyons indicated that she had received a phone call from Linda Majors regarding the township's 2008 Audit and was asked several questions about internal controls as part of the audit proceedings. She said she also mentioned to Mrs. Majors about having a policy on prepays. She mentioned to her fellow board members if they have any questions to let her know and she'll pass them along to the auditors.

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ANNOUNCEMENTS

The Board of Auditors will hold their Reorganization Meeting on Tuesday, January 6, 2009 at 7:00 PM

The next meeting of the Board of Supervisors will be held on Tuesday, January 20, 2009

The Township Administration Building will be closed Monday, January 19, 2009, due to Martin Luther King's Birthday.

At 5:08 PM the Board adjourned to Executive Session regarding a personnel matter. Upon their return at 5:25 PM Ms. Philo moved and it was seconded by Mr. Scarborough that the Manager's employment contract be approved with a salary adjustment and continued use of the vehicle. However, Mrs. Lyons indicated that when the existing vehicle dies the replacement vehicle should be more environmentally friendly. The motion carried unanimously.

ADJOURNMENT:

There being no further business to come before the reorganization meeting, the Board of Supervisors meeting adjourned at 5:28 PM.

Respectfully submitted,

Stephanie J. Mason, Secretary