

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

BOARD OF SUPERVISORS

Mark Marino	Present
Timothy Moran	Absent
Mary Beth LaBelle	Present
William Parkins	Present
Jeanene Friel	Present

TOWNSHIP STAFF

Theodore Locker, Jr., Manager	Present
Jill Zimmerman, Esquire	Present
Timothy P. Woodrow, PE	Present

RE-ORGANIZATION SESSION:

ELECTION OF CHAIRPERSON

WILLIAM PARKINS NOMINATED MARK MARINO FOR CHAIRMAN. NOMINATION SECONDED BY MARY BETH LABELLE. VOTE 4-0, MOTION CARRIED.

ELECTION OF VICE CHAIRPERSON

WILLIAM PARKINS NOMINATED MARY BETH LABELLE FOR VICE-CHAIR. NOMINATION SECONDED BY JEANENE FRIEL. VOTE 4-0, MOTION CARRIED.

POSITION APPOINTMENTS

Manager: Theodore R. Locker, Jr.

MOTION MADE BY MS. LABELLE TO APPOINT TED LOCKER AS TOWNSHIP MANAGER. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Township Secretary: TABLED

Kisha Tyler submitted a letter of resignation effective January 8, 2008. The position will be evaluated and an appointment made at a later date.

Township Treasurer: Theodore R. Locker, Jr.

MOTION MADE BY MS. LABELLE TO APPOINT TED LOCKER AS TREASURER. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Assistant Secretary: Peggy White

MOTION MADE BY MS. LABELLE TO APPOINT PEGGY WHITE AS ASSISTANT SECRETARY. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Zoning Officer: Theodore R. Locker, Jr.

MOTION MADE BY MS. LABELLE TO APPOINT TED LOCKER AS ZONING OFFICER. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED

Code Enforcement Officer: Theodore R. Locker, Jr. and Pennoni Associates, Inc.

MOTION MADE BY MS. LABELLE TO APPOINT TED LOCKER AND PENNONI ASSOCIATES AS CODE ENFORCEMENT OFFICERS. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

Parks and Recreation Director: Tiffany Barker

MOTION MADE BY MR. PARKINS TO APPOINT TIFFANY BARKER AS PARKS AND RECREATION DIRECTOR. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Public Works Foreman: William Parkins, Jr.

MOTION MADE BY MR. FRIEL TO APPOINT BILL PARKINS AS PUBLIC WORKS FOREMAN. MOTION SECONDED BY MS. LABELLE. MR. PARKINS ABSTAINED. VOTE 3-0-1, MOTION CARRIED.

Public Works Foreman Hourly Rate and Overtime Rate Recommendation

MOTION MADE BY MS. LABELLE TO RECOMMEND THE HOURLY RATE OF \$28.09 AND OVERTIME RATE OF \$42.14 FOR THE PUBLIC WORKS FOREMAN. MOTION SECONDED BY MS. FRIEL. MR. PARKINS ABSTAINED. VOTE 3-0-1, MOTION CARRIED.

Fire Marshal and EMC: Daniel Cornell

MOTION MADE BY MS. LABELLE TO APPOINT DAN CORNELL AS FIRE MARSHAL. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

BOARD APPOINTMENTS

Vacancy Board Chairperson: 1-year term expiring December 31, 2008

MOTION MADE BY MS. LABELLE TO APPOINT ANTHONY BUCCI AS VACANCY BOARD CHAIRMAN. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Airport Zoning Committee: no term expiration

MOTION MADE BY MS. LABELLE TO APPOINT DEBBIE SKORUPSKY TO THE AIRPORT ZONING COMMITTEE. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Park Board: 5-year term expiring December 31, 2012

MOTION MADE BY MS. LABELLE TO RE-APPOINT MARK BUKATA TO THE PARK BOARD. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Planning Commission: 4-year term expiring December 31, 2011

MOTION MADE BY MS. LABELLE TO RE-APPOINT FRANK NOLEN TO THE PLANNING COMMISSION VACANCY. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Zoning Hearing Board: Resolution No. 2008-01

MOTION MADE BY MS. LABELLE TO APPOINT ROBERT WHITE, FRED CHENDORAIN, MATTHEW HOFFMAN, RYAN DRACE AND FIORINDO VAGNOZZI

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

TO THE ZONING HEARING BOARD AS OUTLINED IN RESOLUTION NO. 2008-01.
MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Zoning Hearing Board: Vacant term expiring December 31, 2008

MOTION MADE BY MS. LABELLE TO APPOINT **RYAN DRACE** TO THE ZONING HEARING BOARD. MOTION SECONDED BY MR. MORAN. VOTE 4-0, MOTION CARRIED.

PROFESSIONAL APPOINTMENTS

Solicitor Resolution 2008-02

MOTION MADE BY MR. PARKINS TO APPOINT THE **LAW OFFICES OF EDWARD A. SKYPALA** AS SOLICITOR. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Engineer Resolution 2008-03

MOTION MADE BY MS. LABELLE TO APPOINT **WOODROW & ASSOCIATES, INC.** AS ENGINEER. MOTION SECONDED BY MR. MORAN. VOTE 4-0, MOTION CARRIED.

Traffic Engineer Resolution 2008-04

MOTION MADE BY MS. FRIEL TO APPOINT **TRAFFIC PLANNING & DESIGN, INC.** AS TRAFFIC ENGINEER. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Planner Resolution 2008-05

MOTION MADE BY MR. PARKINS TO APPOINT **JOSEPH A. ZADLO, AIA** AS PLANNER. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Inspection Service: Resolution 2008-06

MOTION MADE BY MS. LABELLE TO APPOINT **PENNONI ASSOCIATES, INC.** AS THE INSPECTION SERVICE. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Auditor/CPA Resolution 2008-07

MOTION MADE BY MS. LABELLE TO APPOINT **MAILLE, FALCONIERO & COMPANY** AS THE AUDITOR. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

ZHB Solicitor Fee Resolution 2008-08

MOTION MADE BY MR. PARKINS TO ESTABLISH THE RATE OF **\$110.00 PER HOUR** FOR THE ZONING HEARING BOARD. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

Depositories Resolution 2008-09

MOTION MADE BY MS. LABELLE TO APPOINT **HARLEYSVILLE NATIONAL BANK AND COMMERCE BANK** AS DEPOSITORIES. MOTION SECONDED MR. PARKINS. VOTE 4-0, MOTION CARRIED.

ESTABLISHMENTS

2008 Tax Rates Resolution 2008-10

MOTION MADE BY MS. LABELLE TO ESTABLISH THE 2008 TAX RATES OUTLINED IN RESOLUTION NO. 2008-10. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Meeting Dates Resolution 2008-11

MOTION MADE BY MS. FRIEL TO ESTABLISH THE BOARD OF SUPERVISORS MEETINGS OUTLINED IN RESOLUTION NO. 2008-11. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Holiday Schedule Resolution 2008-12

MOTION MADE BY MS. LABELLE TO APPROVE THE HOLIDAY SCHEDULE OUTLINED IN RESOLUTION NO. 2008-12. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Interim Bills Resolution No. 2008-13

MOTION MADE BY MS. LABELLE TO APPROVE THE INTERIM BILL RESOLUTION NO. 2008-13. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Fee Schedule Resolution No. 2008-14

MOTION MADE BY MS. LABELLE TO APPROVE THE FEE SCHEDULE OUTLINED IN RESOLUTION NO. 20014. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Manager's Bond \$100,000

MOTION MADE BY MS. LABELLE TO APPROVE THE MANAGER'S BOND. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

Treasurer's Bond \$200,000

MOTION MADE BY MS. FRIEL TO APPROVE THE TREASURER'S BOND. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

Mileage Rate: \$0.505 per mile

MOTION MADE BY MS. LABELLE TO SET THE MILEAGE REIMBURSEMENT RATE AT \$0.505. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

PSATS Annual Convention Delegates and One Voting Member

MOTION MADE BY MS. LABELLE FOR ALL FIVE SUPERVISORS, THE TOWNSHIP MANAGER AND THE TAX COLLECTOR TO ATTEND THE PSATS CONVENTION. LODGING, PLUS \$100.00 PER DAY PER PERSON WILL BE PAID BY THE TOWNSHIP. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

MOTION MADE BY MS. FRIEL FOR MARY BETH LABELLE TO BE THE VOTING MEMBER. MOTION SECONDED BY MR. PARKINS. VOTE 4-0, MOTION CARRIED.

LPVRSALiaison Appointment Resolution No. 2008-16

MOTION MADE BY MS. LABELLE TO APPOINT **TIM MORAN** AS THE LPVRSALIAISON. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

PUBLIC HEARING SESSION:

A stenographer recorded the proceedings. Transcripts are on file at the township office.

I. CF CORRECTIONAL FACILITY ZONING DISTRICT ORDINANCE 310

MOTION MADE BY MS. FRIEL TO ADOPT ORDINANCE NO. 310. MOTION SECONDED BY MS. LABELLE. VOTE 4-0, MOTION CARRIED.

II. SC SHOPPING CENTER ZONING DISTRICT ORDINANCE 311

MOTION MADE BY MS. FRIEL TO ADOPT ORDINANCE NO. 311. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

REGULAR MEETING:

PUBLIC COMMENT

No one from the public spoke.

I. APPROVAL OF THE DECEMBER 12, 2007 MINUTES

MOTION MADE BY MS. LABELLE TO APPROVE THE DECEMBER 12, 2007 MINUTES. MOTION SECONDED BY MR. PARKINS. VOTE 4-0, MOTION CARRIED.

II. CORRESPONDENCE

III. ADMINISTRATIVE ACTIONS

A. Treasurer's Report as of December 31, 2007

MOTION MADE BY MS. LABELLE TO APPROVE THE TREASURER'S REPORT. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

B. Bills for Payment on January 8, 2008

General Fund	= \$ 87,771.37
Sewer Fund	= \$ 53,260.67
Parks & Recreation	= \$ 8,256.72
Open Space Fund	= \$ 13,225.63
Water Tank Fund	= \$507,258.59

MOTION MADE BY MS. LABELLE TO APPROVE THE BILLS FOR PAYMENT. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

IV. REPORTS

A. Engineer

1. Collegeville Road Sidewalk Project Retainage = \$8,166.00

MOTION MADE BY MS. LABELLE TO APPROVE PAYMENT OF THE RETAINAGE FOR THE COLLEGEVILLE ROAD SIDEWALK PROJECT. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

**2. Biltmore Estates Revised Final Plan
TABLED.**

B. Solicitor

C. Planner

D. Manager

1. Authorization to Advertise R4 Residential Zoning Amendment

MOTION MADE BY MS. LABELLE TO ADVERTISE THE ZONING AMENDMENT. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

**2. Lederach Crossing Dedication of Public Improvements
Resolution No. 2008-15**

MOTION MADE BY MS. LABELLE TO ACCEPT DEDICATION OF PUBLIC IMPROVEMENTS AT LEDERACH CROSSING AS OUTLINED IN RESOLUTION NO. 2008-15. MOTION SECONDED BY MS. FRIEL. VOTE 4-0, MOTION CARRIED.

V. OLD BUSINESS

None

VI. NEW BUSINESS

None

**SKIPPACK TOWNSHIP BOARD OF SUPERVISORS
JANUARY 7, 2008 ORGANIZATIONAL MEETING**

VII. MISCELLANEOUS

Mary Ann Truskowski complimented Kisha Tyler for her outstanding job performance throughout the years. Steve Niechcielski also commended her.

Mary Gehman raised concerns with PennDOT permits for Old Forty Foot Road.

VIII. ADJOURNMENT

The meeting was adjourned at 8:25 PM.