

## PUBLIC MEETING MINUTES

November 14, 2011

Chairperson Markel called the meeting to order at 7:00 p.m.

### ATTENDANCE

Supervisor's Present:            Dave Markel, Chairman  
   Rosa Hickey, Vice-Chairman  
   Steve Harlacher, Supervisor

Staff Present:                     Kelly Kelch, Township Manager  
   Kelly Palmer, Stenographer  
   John Herrold, Solicitor  
   Bony Dawood, Township Engineer  
   Arthur Smith, Police Chief  
   Dave Nichols, Fire Chief  
   Lori Trimmer, Recreation Director  
   Stephen Callahan, Public Works Director  
   Wendy Boutilier, Finance Director

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### EXECUTIVE SESSION

Chairman Markel announced an Executive Session was held at 6:00 pm prior to the meeting to discuss a personnel matter. No action was taken.

### PUBLIC COMMENTS

Chairman Markel requested comments from the public regarding any matter not scheduled for discussion on the Agenda.

Keith Albright who has been recently elected to the District Magistrate's Office serving West Manchester Township appeared to introduce himself to the Board and Staff. Mr. Albright indicated he looks forward to working with West Manchester Township and thanked the Board and Staff for their work in making West Manchester Township a great place to live.

### APPROVAL OF MINUTES

The minutes of the October 27, 2011, regular Public Meeting were presented for approval. Motion to approve the minutes of the October 27, 2011 regular Public Meeting as presented.

MOTION:        S. Harlacher  
SECOND:        R. Hickey

MOTION PASSED UNANIMOUSLY

## **OPEN FLOOR DISCUSSION**

**Submission of Police Grievance:** Police Officer Jeannie Crawmer appeared to present a grievance to the Board on behalf of the West Manchester Township Police Association. Manager Kelch reviewed the nature of the grievance. The Grievance calls for the Township to halt the employee contributions for the remainder of 2011, which has been done as of the 2<sup>nd</sup> payroll in November. They are also requesting the pension contributions already paid for the years be refunded which is currently being investigated through the State Auditor General's Office. A hearing date will be determined at the December Board of Supervisors meeting.

## **UNFINISHED BUSINESS**

**Ordinance 11-07:** Motion to adopt Ordinance 11-07, amending Chapter 29, Article II, entitled "West Manchester Township Police Pension Plan" in order to comply with the Pension Protection Act of 2006 and the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART). It is anticipated this will be on the November Agenda once it is reviewed by the members of the police department.

MOTION: D. Markel  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**Ordinance 11-08:** Motion to adopt Ordinance 11-08, amending Chapter 20, Article III, entitled "West Manchester Township Non-Uniformed Employees' Pension Plan" in order to comply with the Pension Protection Act of 2006 and the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART).

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

## **NEW BUSINESS**

**2012 General Fund Budget:** Presentation of the proposed 2012 General Fund Budget which will be on display and advertised for adoption at the December 15, 2011 Board of Supervisors meeting. Manager Kelch noted there are no changes from the Draft budget presented in October. There will not be a tax increase, no new employees, and no reduction in services.

MOTION: S. Harlacher  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

## **ADMINISTRATIVE REPORTS**

- A. Recreation Director: Trimmer's report was reviewed. Trimmer reported the Mistletoe tour tickets are now for sale. There were no additional questions or comments for Trimmer.

- B. Finance Director: Boutilier's report was reviewed. The Board thanked Boutilier for her hard work on the 2012 budget. There were no additional questions or comments for Boutilier.
- C. Fire Chief: Nichols' report was reviewed. Nichols reported that October was Fire Prevention Month and he provided a summary of the events the Fire Department participated in. Nichols noted the program is a success because of the work of the Volunteers.
- D. Police Chief: Smith's report was reviewed. There were no additional questions or comments for Smith.
- E. Manager: Kelch's report was reviewed. There were no additional questions or comments for Kelch.
- F. Engineer: Dawood's report was reviewed. Dawood indicated the lawn restoration work and the Derry Road overlay, as a result of the Shiloh Interceptor Replacement project, will be done in the spring of 2012. There were no additional questions or comments for Dawood.
- G. Zoning Officer: Loves' report was reviewed. There were no additional questions or comments for Love.
- H. Solicitor: Herrold's report was reviewed. There were no additional questions or comments for Herrold.
- I. Public Works Director: Callahan's report was reviewed. Callahan reported that leaf collection is running on schedule. There were no additional questions or comments for Callahan.

**APPROVAL OF BILLS**

**Bills:** Motion to pay the following bills as presented:

<u>Fund</u>	<u>Check No.</u>	<u>Amount</u>
Warrant 11-11 Fund 01	12702 - 12784	\$ 211,553.40
WMT Sewer Fund	1111 - 1118	\$ 816,276.73
Payroll: Pay Period Ending 11/05/11	ADP Vouchers	\$ 126,393.83
Pay Period Ending 10/08/11	ADP Vouchers	\$ 123,942.06
Pay Period Ending 10/22/11	ADP Vouchers	\$ 128,070.85

MOTION: D. Markel  
 SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:15 p.m.

MOTION: D. Markel  
 SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch/Secretary  
Kelly Palmer/Stenographer

MOTION TO APPROVE: \_\_\_\_\_

SECOND: \_\_\_\_\_

DATE: \_\_\_\_\_