



**THORNBURY TOWNSHIP
DELAWARE COUNTY**

W W W . T H O R N B U R Y . O R G

BOARD OF SUPERVISORS

James H. Raith
James P. Kelly
Sheri L. Perkins

Public Meetings 1st & 3rd Wednesday of each month.

Thornbury Township Board of Supervisors Motions List
For the Reorganizational Meeting, Monday, January 4, 2021 at 7:00 pm

Temporary Chairman <i>James Raith</i>	James Kelly moves to appoint James Raith Temporary Chairman. (Sheri Perkins seconds)
Temporary Secretary <i>Geoffrey Carbutt</i>	Sheri Perkins moves to appoint Geoffrey Carbutt Temporary Secretary. (James Kelly seconds)
Chairman <i>James Raith</i>	James Kelly moves to appoint James Raith Chairman of the Board of Supervisors for the year 2021. (Sheri Perkins seconds)
Vice Chairman <i>James Kelly</i>	Sheri Perkins moves to appoint James Kelly Vice Chairman of the Board of Supervisors for the year 2021. (James Raith seconds)
Township Manager Zoning Officer & Alternate Open Records Officer <i>Jeffrey Seagraves</i>	James Kelly moves to appoint Jeffrey Seagraves Township Manager, Zoning Officer & Alternate Open Records Officer of Thornbury Township for the year 2021. (Sheri Perkins seconds)
Municipal Secretary, Subdivision Coordinator, Recycling Coordinator, & Open Records Officer <i>Geoffrey Carbutt</i>	Sheri Perkins moves to appoint Geoffrey Carbutt, Municipal Secretary, Subdivision Coordinator, Recycling Coordinator and PA Open Records Officer of Thornbury Township, for the year 2021. (James Kelly seconds)
Treasurer <i>Peter Barsz</i>	James Kelly moves to appoint Peter Barsz of Barsz, Gowie, Amon & Fultz, Treasurer for Thornbury Township for the year 2021, per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Treasurer's Bond	Sheri Perkins moves that the Bond for the Township Treasurer be established and approved in the amount of 3.5 million dollars (\$3,500,000.00) for the year 2021. (James Kelly seconds)
Township Engineer <i>Catania Engineering</i>	James Kelly moves to appoint Catania Engineering Associates, Inc., as Township Engineers for Thornbury Township, for the year 2021 per attached Municipal Rate Sheet. (Sheri Perkins seconds)

Sewer Engineer <i>Pennoni Associates Inc.</i>	Sheri Perkins moves to appoint Pennoni Associates Inc., as Township Sewer Engineers for Thornbury Township, for the year 2021, per attached Municipal Rate Sheet. (James Kelly seconds)
Township Solicitor <i>Ken Kynett, Esq.</i>	James Kelly moves to appoint Kenneth D. Kynett, Esq., of Petrikin, Wellman, Damico, Brown & Petrosa, as Township Solicitor for year 2021, per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Zoning Hearing Board Solicitor <i>Michael Imms, Esq.</i>	Sheri Perkins moves to appoint Michael T. Imms, Esq., of Ryan, Morton & Imms, LLC, as Zoning Hearing Board Solicitor for the year 2021, per attached Municipal Rate Sheet. (James Kelly seconds)
Planning Commission Solicitor <i>James Byrne, Esq.</i>	James Kelly moves to appoint James Byrne, Esq., of McNichol, Byrne & Matlawski, as Solicitor to the Planning Commission for the year 2021 per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Township Sewer Rentals	Sheri Perkins moves to set the Township Sewer Rental for residents connected to the East and West Side Sewer Districts at \$140.00 per quarter for the year 2021. (James Kelly seconds)
Book Keeper <i>Sue Howat</i>	James Kelly moves to appoint Suzanne Howat to the position of Book Keeper for the year 2021. (Sheri Perkins seconds)
Code Department Secretary <i>Susan Daudert</i>	Sheri Perkins moves to appoint Susan Daudert to the position of Code Department Secretary for the year 2021. (James Raith seconds, James Kelly abstains)
Administrative Assistant <i>Molly McKinney</i>	James Kelly moves to appoint Molly McKinney to the part time position of Administrative Assistant for the year 2021. (Sheri Perkins seconds)
Roadmaster <i>Art Risley</i>	Sheri Perkins moves to appoint Art Risley to the position of Roadmaster for the year 2021. (James Kelly seconds)
Skilled Laborer <i>Howard Craig</i>	James Kelly moves to appoint Howard Craig to the position of Skilled Laborer for the year 2021. (Sheri Perkins seconds)
Skilled Laborer <i>Glenn Bryson</i>	Sheri Perkins moves to appoint Glenn Bryson to the position of Skilled Laborer for the year 2021. (James Kelly seconds)
Traffic Engineer <i>Albert Federico</i>	James Kelly moves to appoint Albert Federico. to the position of Traffic Engineering Consultant for the year 2021, per attached Municipal Rate Sheet. (Sheri Perkins seconds)
Jr. Supervisor <i>Lily Seagraves</i>	Sheri Perkins moves to appoint Lily Seagraves, to the position of Jr. Supervisor for the year 2021. (James Kelly seconds)
Code Official, Inspector & Assistant Zoning Officer <i>Keystone Municipal Services</i>	James Kelly moves to appoint Keystone Municipal Services, Inc., as Building Code Official, Building Code Inspector and Assistant Zoning Officer for Thornbury Township for the year 2021, per attached Municipal Rate Sheet. (Sheri Perkins seconds)

Electrical Inspector <i>Len Warren</i>	Sheri Perkins moves to appoint Len Warren of United Inspection Agency, Inc., as Electrical Inspector for Thornbury Township for the year 2021, per attached Municipal Rate Sheet. (James Kelly seconds)
Fire Marshal <i>Alan Mancill & T.J. Greene</i>	James Kelly moves to appoint Alan Mancill to the part time position of Fire Marshal and T. J. Greene to the part time position of Assistant Fire Marshal for the year 2021. (Sheri Perkins seconds)
Planning Commission, Sewer & Zoning Secretary <i>Deb Zitarelli</i>	Sheri Perkins moves to appoint Deborah Zitarelli to the part time position of Secretary to the Planning Commission, Sewer Committee and Zoning Hearing Board for the year 2021. (James Kelly seconds)
Sewage Enforcement Officer <i>Mark Bryan</i>	James Kelly moves to appoint Mark Bryan of Environmental Management & Consulting, Inc. to the position of Township Sewage Enforcement Officer per attached Municipal Rate Sheet for the year 2021. (Sheri Perkins seconds)
Planning Commission <i>Wayne Grafton</i>	Sheri Perkins moves to appoint Wayne Grafton of Grafton Associates Consultant to the Planning Commission for the year 2021, per attached Municipal Rate Sheet. (James Kelly seconds)
Salary Schedule	James Kelly moves that a total of \$581,551.00 , be approved for salaries, distributed per salary schedule dated January 2021. (Sheri Perkins seconds)
Fee Schedule	Sheri Perkins moves to approve Resolution 2021-1 , setting the 2021 Fee Schedule for permits in Thornbury Township. (James Kelly seconds)
Earned Income Tax <i>Keystone</i>	James Kelly moves that Keystone Collection Services be appointed as the Township Earned Income Tax Collector for the year 2021. (Sheri Perkins seconds)
<u>Appointments to Boards:</u>	
Environmental Advisory Council	Sheri Perkins moves to reappoint Rich White, Pam Cloud and Nathan Myer to the Environmental Advisory Council, for 3-year terms, to expire December 2023. (James Kelly seconds)
Planning Commission	James Kelly moves to reappoint James Falcone, John Ibach, Jr. and Ken Zitarelli to the Planning Commission for a 4-year term, to expire December 2024. (Sheri Perkins seconds)
Board of Appeals	Sheri Perkins moves to reappoint Jerry Daudert to the Board of Appeals for a 5-year term, to expire December 2025. (James Kelly seconds)
Zoning Hearing Board	James Kelly moves to reappoint Scott Cannon and Vince Ianello as alternate to the Zoning Hearing Board for a 4-year term to expire December 2024. (Sheri Perkins seconds)
Park & Recreation Board	Sheri Perkins moves to reappoint Jack Ruane, Susan Daudert, Mike Mattson and Joe Burke to the Park & Recreation Board for a 4-year term to expire December 2024. (James Kelly seconds)

Historical Commission	James Kelly moves to reappoint John Miller and Dave Miller to the Historical Commission for a 5-year term to expire December 2025. (Sheri Perkins seconds)
Auditing firm for 2020 Township Records	Sheri Perkins moves to approve Resolution 2021-2 , appointing the auditing firm of Leitzell & Economidis, P.C. to audit the Township Financial Records for the year 2020, for a fee not to exceed \$9,270.00 . (James Kelly seconds)
Auditing firm for 2020 Sewer Records	James Kelly moves to approve Resolution 2021-3 , appointing the auditing firm of Leitzell & Economidis, P.C. to audit the Township Sewer Financial Records for the year 2020, for a fee not to exceed \$3,550.00 . (Sheri Perkins seconds)
Township Meetings “Roberts Rules of Order”	Sheri Perkins moves that all Township meetings for 2021 be conducted in accordance with “Roberts Rules of Order.” (James Kelly seconds)
Reimbursed Expenses	James Kelly moves that all appointed and elected officials will be reimbursed for prudently expended funds incurred while performing Township business to the extent authorized by State law. (Sheri Perkins seconds)
Registered Elector <i>William Clinger III</i>	Sheri Perkins moves to appoint William Clinger III as Registered Elector for the year 2021. (James Kelly seconds)
Voting Delegate <i>James Raith</i>	James Kelly moves to appoint James H. Raith as voting delegate at the State Convention to be held May 2021. (Sheri Perkins seconds)
Delegate Alternate <i>James Kelly</i>	James Raith moves to appoint James P. Kelly as voting delegate alternate at the State Convention to be held May 2021. (Sheri Perkins seconds)
Emergency Management Coordinator <i>Jack Egan</i>	Sheri Perkins moves to appoint Jack Egan as Township Emergency Management Coordinator for the year 2021. (James Kelly seconds)
Assistant Emergency Management Coordinator <i>Greg DeMarco</i>	James Kelly moves to appoint Greg DeMarco as Assistant Emergency Management Coordinator for the year 2021. (Sheri Perkins seconds)
Zoning Hearing Board Members – Meeting Fee	Sheri Perkins moves that all Zoning Hearing Board members receive \$35.00 per hearing for the year 2021. (James Kelly seconds)
Mileage Rate	James Kelly moves to approve the reimbursable mileage rate at the rate adopted by the IRS for 2021. (Sheri Perkins seconds)
Animal Control Officer <i>Alan Strickler</i>	Sheri Perkins moves to appoint Alan Strickler as Animal Control Officer for Thornbury Township for the year 2021, as per municipal rate sheet attached. (James Kelly seconds)
Meeting Schedule	James Kelly moves to adopt the approved Meeting Schedule for the 2021 calendar year. (attached) (Sheri Perkins seconds)
Holiday Schedule	Sheri Perkins moves to adopt the approved Holiday Schedule for the 2021 calendar year. (attached) (James Kelly seconds)

Bank Depositories

James Kelly moves to authorize the Township to designate as a Depository for the 2021 Township Funds the following banking institutions: Bryn Mawr Trust, BB&T, Victory and S&T Banks.

(Sheri Perkins seconds)

***All of the above motions were approved without comment.**

Adjournment

The Re-Organizational Meeting adjourned at 7:15 pm

Respectfully Submitted,

Geoffrey Carbutt, Municipal Secretary

cc: Board of Supervisors
Jeffrey Seagraves, Township Manager
Kenneth Kynett, Esq.