

West Vincent Township
Meeting Minutes
Board of Supervisors
August 5, 2024 7:00 PM

Attendance: Dana Alan, Chair; Sara Shick, Vice Chair; Bernie Couris, Member; Dave Onorato, Township Solicitor; Kathryn Shillenn, Township Secretary

Also present: Jim Wendelgass

Mrs. Alan called the meeting to order at 7:05 pm.

Mrs. Alan noted that there were Executive Sessions on July 27, July 31, and August 5, 2024, for personnel.

NEW BUSINESS:

Accept Resignation of Township Manager, Jacqui Guenther: MOTION by Sara Shick to accept the resignation of Jacqui Guenther effective August 9, 2024. Second by Bernie Couris. *Motion carries unanimously.*

Appoint Jim Wendelgass as Interim Township Manager: MOTION by Sara Shick to appoint Jim Wendelgass as Interim Township Manager effective immediately with official start date of August 9, 2024. Second by Bernie Couris. *Motion carries unanimously.*

Jim Wendelgass' new email will be manager@westvincenttpw.org.

Appoint Jim Wendelgass as West Vincent Township Interim Treasurer: MOTION by Sara Shick to appoint Jim Wendelgass as Interim Treasurer. Second by Bernie Couris. *Motion carries unanimously.*

Accept Proposal of \$9,910.00 from Theurkauf Design and Planning for Landscape Architecture for Opalanie Park – Nature Playground and Landscape Design: MOTION by Bernie Couris to accept the proposed of \$9,910.00 from Ed Theurkauf Design and Planning for Landscape Architecture for Opalanie Park. Second by Sara Shick. *Motion carries unanimously.*

PUBLIC COMMENT:

Barry Dilibero: Asked if there was a search or volunteer for the interim position. Dana Alan did not believe they need to answer that question. Barry Dilibero noted that public comments were not asked before voting happened on the new business. He asked what the salary will be for the new position. Dave Onorato said it was \$75 per hour with up to 40 hours per week for both treasurer and manager. Barry Dilibero asked if the new treasurer knows how to use Quickbooks. Dave Onorato said that he will have staff that can do that, and he will be overseeing the accounting functions of the township. Barry Dilibero asked when there would be a search for a new manager, and Dana Alan said it would happen immediately. She wants it posted immediately on our website as well as going out.

George Dulchinos: George Dulchinos wanted to know how the transition will potentially affect the audit. Dave Onorato said it would have no impact. George Dulchinos asked if Jacqui Guenther would be available to consult after August 9, and Dave Onorato said yes. George Dulchinos also asked if another staff member would be needed for accounting. Dana Alan said that Kathy Shillenn has been doing some of the day-to-day bookkeeping and will continue to do so, but she believes the township needs more help. George Dulchinos wanted to know if the plan is to use agencies or to hire a treasurer. Dana Alan said they are looking at all the options. George Dulchinos hoped the manager-planned analysis of the fee schedule using actual costs would still be happening in the fall. He will remind the board about this in a month. Lastly, George noted the recent advertisement of this meeting, and he wanted to know why it was advertised again if the meeting dates were advertised previously. Dave Onorato noted that there was a difference of opinion about whether another advertisement was needed. Out of an abundance of caution, they decided to place the recent advertisement anyway.

Julie Foster (Hilltop Road): She is excited that there will be a public hiring process. She would like an application submitted; that the final candidate, prior to appointment, would have the community able to see the person's resume; that the new treasurer have an accounting degree. She would like the job duty of the interim manager to include securing the new manager. She is hoping the manager and treasurer would be separate jobs. Dana Alan said that is the goal. Julie Foster volunteered to be a data entry monkey for the township. When asked by Dana Alan if she had municipal experience, Julie Foster replied it was in Philadelphia. She said she is not applying for the Treasurer job.

Dana Alan made a motion to adjourn with a second by Bernie Couris. Meeting adjourned at 7:22PM.

Respectfully Submitted,
Christina Casey
Assistant Township Secretary