

WEST VINCENT TOWNSHIP - BOARD OF SUPERVISORS
REORGANIZATION MEETING - MINUTES (Approved)
Monday, January 6, 2025 7:00 PM

ATTENDANCE: Dana Alan, Chair; Bernie Couris, Vice-Chair (by phone); Charlene Briggs, Member; Jim Wendelgass, Interim Township Manager; Christina Casey, Township Secretary; Dave Onorato, Solicitor (by phone)

Mrs. Alan called the meeting to order at 7:02pm.

1. **MOTION** by Mrs. Alan to appoint Ms. Briggs as Temporary Chairperson until permanent appointment; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
2. **MOTION** by Mrs. Alan to appoint Christina Casey as Secretary; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.*
3. **MOTION** by Ms. Briggs to appoint Mrs. Alan as Chairperson; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
4. **MOTION** by Mrs. Alan to appoint Mr. Couris as Vice Chairperson; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.*
5. **2025 Appointments/Reappointments***- Mrs. Alan and Ms. Briggs read the appointments listed on page 1 of the agenda. **MOTION** by Mr. Couris to adopt the positions as read; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.* Mrs. Alan and Ms. Briggs read the appointments to committees and boards listed on page 2 of the agenda. **MOTION** by Ms. Briggs to approve the staff, committees, and boards as stated; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
6. **MOTION** by Ms. Briggs to approve the 2025 Meeting Schedule; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
7. **MOTION** by Ms. Briggs to approve Resolution No. 16-2024 – Local State Share Grant; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
8. **MOTION** by Mrs. Alan to approve Resolution No. 1-2025 – Establishing Emergency Service Providers for West Vincent Township; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.*
9. **MOTION** by Ms. Briggs to approve Resolution No. 2-2025 – Appoint the Interim Township Manager, and Establish Manager’s Compensation and Manager’s Bond; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
George Dulchinos asked if the compensation for manager has changed since the prior year? Board noted that it has not changed.
10. **MOTION** by Ms. Briggs to approve Resolution No. 3-2025 – Establishing the mileage reimbursement at \$.70 per mile following the Federal Guidelines for 2025; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*
11. **MOTION** by Mr. Couris to approve Resolution No. 4-2025 – Appointment of Chris Herr, Maillie Accountants & Advisors; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.*

12. **MOTION** by Mr. Couris to approve Resolution No. 5-2025 – Approval of 2025 West Vincent Fee Schedule; second by Ms. Briggs.

Julia Braendel asked about the cost of the temporary tent permit. It was noted that the cost was incorrect and would be changed to what was passed in a previous meeting in 2024.

Mr. Wendelgass noted the other changes to the fee schedule which included changes regarding: driveways, COO for residential resales; fireworks; ham radios; alarm systems; other BOS appeals; rates for professional services; gazebo reservations; and community garden.

Mr. Dulchinos asked the rate for a fireworks permit, which was acknowledged to be \$300. He asked if there were blackout dates where permits were not needed, such as July 4th or New Year's Day. The Board said there were no blackout dates. Mr. Dulchinos also asked if there will be a separate permit for tents, and the Board said it is being created.

MOTION by Mrs. Alan to approve Resolution No. 5-2025 – Approval of 2025 West Vincent Fee Schedule with correction to the temporary tent fee; second by Ms. Briggs. *There being no further comments or questions, Motion carries unanimously.*

13. **MOTION** by Ms. Briggs to approve Resolution No. 6-2025 – Appoint Township Treasurer and Establish Treasurer's Bond; second by Mr. Couris.

Mr. Wendelgass noted that his bond was for \$3mm versus the \$2mm stated in the resolution. *There being no further comments or questions, Motion carries unanimously.*

14. Background was shared about this new proposed resolution. There are 4 subdivisions in the township that have 66 hydrants. The Township pays \$23,000/year to maintain these hydrants. Residents living near hydrants are also eligible to receive insurance discounts. Other Townships typically pass this cost on to their residents. With this resolution, there should be around \$22,000/year that is received which will almost cover this cost that the township has been paying.

Ms. Braendel asked if this has been mapped to assess coverage, and she was told it has and \$22k will be raised by this.

Mr. Wendelgass noted that there are four (4) subdivisions that this will impact: Weatherstone, Kimberbrae, Courts of Chester Springs, and Eagle Farms. Mrs. Alan said this money can be donated to the fire company or ambulance since we will now have an income.

Mr. Dulchinos agreed that support for the fire company is good, but questioned the labeling of the money as income. He said it was a break-even which led to further discussions.

MOTION by Ms. Briggs to approve Resolution No. 7-2025 – Establishing Fire Hydrant Tax; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*

15. **MOTION** by Mrs. Briggs to authorize Administration to advertise unused or replaced equipment on Municibid: 2001 Ford F550 with Plow 4x4; 2015 Chevrolet Silverado 4x4; and Air Flo Salt Spreader; second by Mr. Couris. *There being no further comments or questions, Motion carries unanimously.*

Mrs. Alan announced that the continuation of the Butterscotch conditional use will be February 24, 2025.

Meeting adjourned at 7:33pm.

Respectfully submitted,
Christina Casey
Township Secretary