

January 5, 2004

The Board of Supervisors of Pennsbury Township held an organization meeting on Monday, January 5, 2004. Present were Bill Reynolds, MaryAnna Ralph, Karen Wood and solicitor David Patten.

Judge Lawrence Wood was present and administered the oath of office to Supervisor William Reynolds and Karen Wood.

Karen Wood nominated Bill Reynolds to be chairman of the board of supervisors and MaryAnna Ralph seconded the motion. Motion carried. Karen nominated Mary Anna Ralph to be vice-chairman. Bill Reynolds seconded the motion, motion carried.

The following appointments were made:

Kathleen Howley – Township Manager/Secretary/Treasurer

Russell Drumheller III – Code Enforcement Officer

G.D. Houtmann & Sons – Engineer

David Allen – Roadmaster

David Patten – Solicitor

John Blankenbaker – Vacancy Board

Chester Co. SPCA – Animal Control

Berkheimer Assoc. – Deputy Tax Collector

Peoples Bank of Oxford – Depository

State Police – Avondale

Longwood Fire & Ambulance – emergency services

Tim Umbreit CPA – auditor

Don Altmaier – Library Board

Anne Walters – landscape architect

William Corbishley – SECCRA rep

William Holloway – Zoning Hearing Board alternate

The Planning Commission will meet every 2nd & 4th Monday of the month and supervisors 1st & 3rd Monday. Township building hours are 8:30 to 1:30 p.m. Monday through Thursday.

The regular supervisor's meeting was started and the minutes approved as submitted.

A group of Unionville High School seniors were in attendance for a civic course credit. Mr. Reynolds gave a brief synopsis of how a township works, what the responsibilities of supervisors are, land use planning, budgets, permitting and conservation of resources.

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Manager Kathy Howley reported the following:

A letter was received from DEP advising the township that the Greg Leeber submission for a stream discharge system is incomplete. A sewage management agreement was sent to him by the township for signature December 30, 2003.

Working with Eric Barsamian to update our website. This will run approximately \$1500. Also researching getting our codes on line.

Penn's Village – advised Satterwiate that they must readvertise the planning module submission in order to be in compliance with DEP

The CCATO spring convention will be March 4th. The township planning seminar will be Jan. 10th at 8 a.m. to noon.

MaryAnna Ralph suggested the township consider getting an arborist for land review when appropriate.

Larry Anderson submitted a revised draft of the **TND proposed ordinance** for review by the Board. Please send him comments so that he may update it and get a finalized draft to them. The Planning Commission will start the update of the Comprehensive Plan at their January 26th meeting. A survey will be drafted and sent out to all residents. If there are any particular issues we should cover in this survey, please let him know.

Reese Reynolds stated the emergency management plan has been updated and sent to the county. A check in the amount of \$300 will be forthcoming from them.

A bill list numbering 4937-4980, State Fund #186, 187 was submitted and approved for payment by the Board. With no further business the meeting adjourned at 8:30 p.m.

Respectfully submitted:

Kathleen Howley
Township Manager