

BUCKINGHAM TOWNSHIP

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BOARD OF SUPERVISORS REORGANIZATION MEETING

AGENDA

JANUARY 5, 2009

Call to Order 7:00 p.m.

Board of Supervisors to appoint a Temporary Chairman.

1. Public Comment
2. Organization of the Board of Supervisors:
 - a. Election of Chairman.
 - b. Election of Vice-Chairman.
3. Appointment of a Voting Delegate and Alternate to the Annual Convention of the State Association of Township Supervisors.
4. Consideration of setting appointments of various Township Officials for 2009.
Resolution No. 2068
5. Consideration of approving Resolution appointing a Township Secretary/Treasurer and Authorizing the Secretary/Treasurer to sign all contracts, plans, documents and legal papers on behalf of and in lieu of the Board of Supervisors.
Resolution No. 2069
6. Consideration of approving the 2nd and 4th Wednesday of each month as Supervisors' Regular Business Meetings and the 3rd Wednesday of each month as a Work Session.
Resolution No. 2070
7. Consideration of approving a Resolution setting the amount of the Treasurer's Bond for 2009 at \$3,000,000.
Resolution No. 2071
8. Consideration of approving appointments to fill the vacancies on the various Township Boards and Commissions for the year 2009.
Resolution No. 2072
9. Consideration of appointing McGladrey & Pullen, Certified Public Accountants, of Blue Bell, Pennsylvania, to audit the 2008 fiscal affairs of the township and the township officers.
Resolution No. 2073

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Reorganization Meeting Agenda
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10. Consideration of approving a Resolution Replacing Resolution No. 2034, establishing a fee schedule of Subdivision and Land Development, Zoning, Building and Other Fees for 2009.
Resolution No. 2074
11. Consideration of approving a Resolution setting pay rates for non-uniformed employees for the year 2009.
Resolution No. 2075
12. Consideration of approving a Resolution affirming the holiday schedule for Township Non-Uniformed Employees for 2009.
Resolution No. 2076
13. Consideration of approving a Resolution appointing an officer to provide tax certifications for the year 2009.
Resolution No. 2077
14. Additional Business / Manager's Items

609198

Buckingham Township Board of Supervisors
Meeting Minutes

The Reorganization meeting of the Buckingham Township Board of Supervisors was held January 5, 2009 in the Township Building, 4613 Hughesian Drive, Buckingham, Pennsylvania.

| | | |
|----------|-------------------------|--------------------------------------|
| Present: | Maggie Rash | Chairperson |
| | Jon Forest | Vice-Chairman |
| | Henry Rowan | Member |
| | Craig A. Smith, Esquire | Township Solicitor |
| | Dana S. Cozza | Township Manager |
| | Daniel Gray | Township Engineer |
| | Thomas Kelso | Township Water/Wastewater Consultant |

Mrs. Rash called the regular meeting to order at 7:22 pm and led The Pledge of Allegiance.

Appointment of Temporary Chairman

Mrs. Rash made a motion, seconded by Mr. Rowan to appoint Mr. Forest the Temporary Chairman of the Board of Supervisors. The motion carried unanimously.

PUBLIC COMMENT

No activity.

BUSINESS

1. Organization of the Board of Supervisors:

a. Election of Chairman.

Mr. Forest made a motion, seconded by Mrs. Rash to appoint Mrs. Rash Chairman of the Board of Supervisors. Mr. Rowan made a motion to appoint Mr. Forest as Chairman. The vote was taken on the first motion made by Mr. Forest. The motion carried with Mr. Forest and Mrs. Rash voting aye and Mr. Rowan voting nay.

b. Election of Vice Chairman.

Mrs. Rash made a motion, seconded by Mr. Forest to elect Mr. Jon Forest Vice Chairman of the Board of Supervisors. The motion carried with Mrs. Rash and Mr. Forest voting aye and Mr. Rowan voting nay.

2. Appointment of a Voting Delegate and Alternate to the Annual Convention of the State Association of Township Supervisors.

Mrs. Rash made a motion, seconded by Mr. Forest to appoint Mr. Forest as a Voting Delegate and Mrs. Rash as the Alternate to the Annual Convention of the State Association of Township Supervisors.

Mr. Mark Smith asked about the costs and benefits of the convention. Mrs. Rash responded that getting to meet other supervisors and learn of their philosophies has been a benefit to her. Ms. Cozza explained that including membership, the conference and other supplemental material the Township spends less than \$3,000 per year.

The motion carried unanimously.

4. Consideration of setting appointments of various Township Officials for 2009. Resolution No. 2068

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2068 setting appointments of various Township Officials including:

Dana S. Cozza, Township Manager

Craig A. Smith, Township Solicitor, in accordance with proposal dated December 30, 2008

Knight Engineering, Township Engineer, in accordance with proposal dated December 8, 2008

Castle Valley Consultants, Water & Sewer and Special Projects Engineer, in accordance with proposal dated November 19, 2008

McCormick Taylor, Special Projects Engineer, in accordance with proposal dated December 2, 2008

Bucks County Planning Commission, Lynn T. Bush, Executive Director, Township Planners, in accordance with proposal dated December 1, 2008

Carol Manicone & Derek Sutphin, Landscape Consultants, in accordance with proposal dated December 3, 2008

Keystone Municipal Services, Inc., Building and Zoning department services provider, in accordance with proposal dated December 24, 2008.

The motion carried with Mrs. Rash and Mr. Forest voting aye and Mr. Rowan voting nay.

5. Consideration of approving Resolution appointing a Township Secretary/Treasurer and Authorizing the Secretary/Treasurer to sign all contracts, plans, documents and legal papers on behalf of and in lieu of the Board of Supervisors. Resolution No. 2069

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2069 appointing Ms. Dana Cozza as Township Secretary and Ms. Jill Pistory as Treasurer. The motion carried unanimously.

6. Consideration of approving the 2nd and 4th Wednesday of each month as Supervisors' Regular Business Meetings and the 3rd Wednesday of each month as a Work Session. Resolution No. 2070

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2070. The motion carried unanimously.

7. Consideration of approving a Resolution setting the amount of the Treasurer's Bond for 2009 at \$3,000,000. Resolution No. 2071

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2071. The motion carried unanimously.

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8. Consideration of approving appointments to fill the vacancies on the various Township Boards and Commissions for the year 2009. Resolution No. 2072

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2072. The motion carried unanimously.

9. Consideration of appointing McGladrey & Pullen, Certified Public Accountants, of Blue Bell, Pennsylvania, to audit the 2009 fiscal affairs of the township and the township officers. Resolution No. 2073

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2073.

Ms. Glynnis Stone Tihansky asked how long McGladrey & Pullen had been the Township Certified Public Accountants (CPA). Ms. Cozza responded that they had been there as long as she had worked for the Township. Ms. Tihansky noted that Wall Street was starting to replace accounting firms every five years. Mrs. Rash thought the idea should be discussed with Ms. Pistory for the following year.

Mr. Michael Hierl and Mr. Paul Stafferoni expressed agreement with Ms. Tihansky's recommendation to periodically change accounting firms.

The motion carried unanimously.

Mr. Rowan asked if the CPA firm needed to be appointed that evening. Ms. Cozza responded that work was to begin in February. Solicitor Smith advised that without the appointment the Board of Auditors would assume the responsibility.

10. Consideration of approving a Resolution Replacing Resolution No. 2034, establishing a fee schedule of Subdivision and Land Development, Zoning, Building and Other Fees for 2009. Resolution No. 2074

Mr. Rowan made a motion, seconded by Mrs. Rash to pass Resolution No. 2074 with the following revision of section two: Number 1 shall be Single Dwelling Unit and number 2 shall be Multi-Family Dwelling Unit. Architectural Plan Review fees should be placed after both number 1 and number 2.

Mr. Mark Smith asked for a summary of changes. Ms. Cozza responded that the biggest changes were in the building department fees (mainly new construction) and that the changes reflected actual costs being incurred. Mr. Forest and Solicitor Smith noted that most residential fees stayed the same. Discussion followed about funding of the building and inspection department now that development had decreased. Mr. Rowan noted that in the future the Board would look at fees for additions and conditional use. Mr. Mark Smith asked if the resolution would be posted on line. Ms. Cozza responded that copies of all the resolutions would be available through the Township.

Mr. Michael Hierl commented that what he understood was that the Township was attempting to balance the potential hardship on taxpayers and the true cost of services.

Ms. Tihansky asked if changes could be made to the resolution after it was approved. The Board responded that changes could be made. Solicitor Smith explained that the old fee schedule would remain in effect until a new fee schedule was adopted.

The motion carried unanimously.

11. Consideration of approving a Resolution setting pay rates for non uniformed employees for the year 2009. Resolution No. 2075

Mrs. Rash made a motion, seconded by Mr. Rowan to pass Resolution No. 2075.

Mr. Mark Smith asked if there was a % fee utilized. Ms. Cozza responded that after discussion with the Board 4% was set in the budget.

The motion carried unanimously.

12. Consideration of approving a Resolution affirming the holiday schedule for Township Non-Uniformed Employees for 2009. Resolution No. 2076

Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2076. The motion carried unanimously.

13. Consideration of approving a Resolution appointing an officer to provide tax certifications for the year 2009. Resolution No. 2077

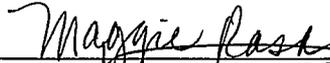
Mrs. Rash made a motion, seconded by Mr. Forest to pass Resolution No. 2077. Mrs. Rash asked the purpose of this resolution. Ms. Cozza explained that this resolution allows the Tax Collector to provide tax certifications and sets a fee for this service. The motion carried unanimously.

ADDITIONAL BUSINESS / MANAGER'S ITEMS

Mrs. Rash made a motion, seconded by Mr. Forest to adjourn the meeting at 8:02pm. The motion carried unanimously.

Approved by the Board of Supervisors on the 28th day of January, 2009.

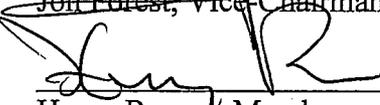
Buckingham Township Board of Supervisors



Maggie Rash, Chairman



Jon Forest, Vice-Chairman



Henry Rowan, Member

Attest: 

Dana S. Cozza, Secretary