

BETHEL TOWNSHIP, DELAWARE COUNTY  
BOARD OF SUPERVISORS REORGANIZATION MEETING AGENDA  
JANUARY 2, 2024, 6:30PM

*PLEASE SILENCE ALL ELECTRONICS*  
*Public Comment will be accepted and addressed throughout the Meeting*

I. CALL TO ORDER

- a. Call for Nomination of Interim Chair
- b. Pledge of Allegiance
- c. Disclosure of Recording Device

II. PROOF OF PUBLICATION

III. SWEARINGS IN OF ELECTED OFFICIALS

- a. Chuck Dennie, PE., Supervisor
- b. Stephanie DerOhannessian, MB., Supervisor
- c. Derek Lloyd, Auditor
- d. Debra Miles, Auditor

IV. APPOINTMENT OF THE BOARD OF SUPERVISORS

- a. Appointment of Chair of the Board of Supervisors
- b. Appointment of Vice Chair of the Board of Supervisors

V. ADOPTION OF RESOLUTIONS

- a. Resolution No. 2024-01 Mileage Reimbursement Rate
- b. Resolution No. 2024-02 Fee for Collection of Trash/Recycling
- c. Resolution No. 2024-03 Appointment of Professional Fees for 2024
- d. Resolution No. 2024-04 Adoption of 2024 Fee Schedule

VI. APPOINTMENT OF TOWNSHIP STAFF

- a. Administrative
  - i. Township Manager *William Addison*
  - ii. Staff Accountant *Marco Agostini*
  - iii. Township Secretary *Jaclyn Borcky*
  - iv. Township Code Administrator *Elana Rothenberg*
- b. Public Safety
  - i. Police Department
    - a. Police Chief (Acting Chief of Police) *John McCarthy*
    - b. Police Lieutenant *John McCarthy*

c. Police Corporals	<i>John McIntosh Christopher Kimball</i>
d. Police Department Secretary	<i>Tyler Eckerd</i>
ii. Public Works Department	
a. Highway Foreman	<i>Brett Small</i>
iii. Fire Department	
a. Fire Marshal	<i>Brett Small</i>
b. Assistant to Fire Marshal	<i>Craig D. Small</i>
c. Emergency Management Coordinator	<i>Ray Stiles</i>
d. Floodplain Manager	<i>Matt Houtmann</i>
e. Captain of Fire Police	<i>Robert Bardsley</i>
f. Assistant Captain of Fire Police	<i>Craig E. Small</i>
g. Fire Police	<i>Chip Natrin Tom Anderson Dave Stebbins</i>

VII. APPOINTMENT OF TOWNSHIP PROFESSIONALS

a. Solicitor	<i>Michael Maddren, Esq. (Murphy, Maddren LTD)</i>
b. Right-to-Know Officer	<i>William Addison</i>
c. Planning Commission Solicitor	<i>Laurence Smith, Esq. (Simon &amp; Smith P.C.)</i>
d. Zoning Hearing Board Solicitor	<i>Daniel C. Van Wyk, Esq.</i>
e. Treasurer	<i>Peter R. Barsz, CPA (Barsz Gowie Amon &amp; Fultz LLC)</i>
f. Engineer	<i>Matthew Houtmann, P.E. (GD Houtman &amp; Sons, Inc.)</i>
g. Interim Code Official	<i>Catania Engineering Associates, Inc.</i>
h. Electrical Inspector	<i>Len Warren (United Inspections)</i>
i. Zoning Officer	<i>Stephen J. Wasylyszyn (GD Houtman &amp; Sons, Inc.)</i>
j. Act 537 Officer	<i>Mark Bryan (Environmental Management &amp; Consulting, Inc.)</i>
k. Health Inspector	<i>Michelle Fanelli</i>
l. Director of Parks & Community Programs	<i>Jaclyn Borcky</i>

m. Animal Control Officer

*Alan Strickler*

VIII. APPOINTMENT OF TOWNSHIP COMMITTEES/BOARDS/COMMISSIONS

a. Parks and Recreation Board

*Brian Quinney (Term to 2028) 5-year*

*Nicole DeLio (Term to 2028) 5 year*

b. Planning Commission

*Lou Torrieri (Term to 2028) 4-year*

*Mike Dunn (Term to 2028) 4-year*

c. Zoning Hearing Board

*Doug Moser (Term to 2027) 3-year*

*Dan Van Wyk, Esq., Solicitor 1-year*

d. Sewer Authority Board

*Donna Vance (Term to 2029) 5-year*

e. Vacancy Board

*Laurence Smith, Esq. (Simon & Smith P.C.)*

IX. ADOPTION OF SALARIES AND FEES

a. Tax Collector

*\$10.00 per Bethel Tax Invoice for 2024*

b. Administrative

i. Township Manager

*\$123,600.00 Annual Salary*

ii. Staff Accountant

*\$66,000.00 Annual Salary*

iii. Township Secretary

*\$44,100.00 Annual Salary*

iv. Code Enforcement Secretary

*\$45,000.00 Annual Salary*

c. Public Safety

i. Police Department

a. Police Chief

*\$66,000.00 Annual Salary*

b. Lieutenant

*\$26.00 per hour*

c. Corporals

*\$24.50 per hour*

d. Officers

*\$24.00 per hour*

e. Secretary

*\$18.10 per hour*

ii. Public Works

a. Highway Foreman

*\$48,204.00 Annual Salary*

b. Highway and Maintenance Personnel

*\$22.00 per hour*

iii. Fire Department

a. Fire Marshal

*\$5,000.00 Annual Salary*

b. Emergency Management Coordinator

*\$5,000.00 Annual Salary*

- d. Boards and Commissions
  - i. Board of Supervisors *To be paid quarterly and not to exceed \$2,500.00 annual maximum, as per the PA Second Class Township Code.*
  - ii. Planning Commission *\$200.00 per member, per year.*
  - iii. Zoning Hearing Board *\$75.00 per member and per alternate, per appeal.*
  - iv. Sewer Authority *\$200.00 per member, per year.*

X. OTHER BUSINESS

- a. Township Meeting Dates *BOS meetings will be the second Tuesday of each month at 6:30 PM in the John L. Myers Building.*
- b. Realty Transfer Tax *Continue transfer tax, as per Resolution 1994-14, at one-half (1/2) of one (1) percent for the Township.*
- c. Designation of *Delaware County Daily Times* as Newspaper of General Circulation
- d. Establishment of Bonds for Township Officials
  - i. Treasurer *\$3,600,000.00*
  - ii. Tax Collector *\$902,404.22*
- e. Designation of PSATS Voting Delegate
- f. Depository
  - i. PLGIT and Republic Bank's as depositories in 2024 for Bethel Township's: General Fund Account, State Fund Account, Payroll Account, Escrow Fund Account, Library Fund Account, Transfer Fund Account, Fire Fund Account, Trash Fund Account, Zoning Hearing Board Account, American Rescue Account, Police Forfeiture Account, Fee in Lieu Account, Parks, Rec & Open Space Grants Account, Tax Collector - Odd Year Account, Tax Collector -Even Year Account and Tax Collector - Interim Account.
- g. Bethel Township Schedule for Holidays
  - i. *New Year's Day ----- Monday, January 1<sup>st</sup>*
  - ii. *Martin Luther King Jr. Day ----- Monday, January 15<sup>th</sup>*
  - iii. *Easter Sunday ----- Sunday, March 31<sup>st</sup>*
  - iv. *Memorial Day ----- Monday, May 27<sup>th</sup>*
  - v. *Independence Day ----- Thursday, July 4<sup>th</sup>*
  - vi. *Labor Day ----- Monday, September 2<sup>nd</sup>*
  - vii. *Thanksgiving Day ----- Thursday, November 28<sup>th</sup>*
  - viii. *Christmas Eve ----- Tuesday, December 24<sup>th</sup>*
  - ix. *Christmas Day ----- Wednesday, December 25<sup>th</sup>*

\*Note: During the 24-hour period of each designated holiday, on-duty police officers and highway personnel will receive pay at one and one-half (1 ½) times their normal hourly rate.

XI. NEW BUSINESS

- a. Motion to ratify 2023 bills
- b. Motion to update the Township's Authorized signers for Republic Bank Accounts and Plgit Pennsylvania Local Government Investment Trust
- c. 2024 Assignment of Supervisor Liaison Duties

Finance	
Taxes	
Police	
Bethel Hose Company No.1	
Highway	
Buildings and Grounds	
Parks and Recreations	
Zoning Hearing Board	
Planning Commission	
Sewer Authority	
Garnet Valley School District	
Rachel Kohl Library	

XII. ADJOURNMENT

*The next regular Board of Supervisor's meeting will take place on Tuesday, January 9<sup>th</sup>, 2024, at 6:30 PM.*