

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATION MEETING**

**JANUARY 6, 2020 6:00 P.M.**

Swearing-In Ceremony by Judge Suzan Leonard

Danielle A. Duckett - Board of Supervisors  
Tessie McNeely - Board of Supervisors  
Kathy Pagano - Elected Auditors

Call to Order and Pledge of Allegiance

Nominations for the position of temporary Chair of the Board of Supervisors.

Nominations for the position of Chair of the Board of Supervisors

Nominations for the position of Vice-Chair of the Board of Supervisors

Motion to Approve Recording of Board of Supervisors' Meetings

Appointment of Delegate and Alternate Delegate for PSATS Convention  
(PSATS 98<sup>th</sup> Annual Educational Conference & Exhibit Show May 3 - 6, 2020)

Chair comments

Establishment of meeting dates for the Board of Supervisors for the year 2020

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NOTE: The Board may make a single motion for all the appointments listed below.

Appointment of Township Manager/Secretary/Treasurer - Craig T. McAnally

Appointment of Assistant Secretary - Carole B. Culbreth

Appointment of Assistant Treasurer - Jamie Worman

Appointment of Solicitor - Request to go out for RFQ

Appointment of Conflict Attorney - Thomas J. Speers, Esq.

Appointment of Township Sewer Solicitor - James Jacquette, Esq., Timoney Knox

Appointment of Labor Counsel - Ryan Cassidy, Esq., Eckert Seamans

Appointment of Township Engineer – Gilmore & Associates, Inc.

Appointment of Sewer Engineer – ATC Group Services BCM Engineers

Appointment of Conflict Township Engineer - CKS Engineers

Appointment of Traffic Engineer – McMahon Associates

Appointment of Building Inspector – Keystone Municipal Inspections

Appointment of Township Planner – Ken Amey

Appointment of Zoning Officer – Ken Amey

Appointment of Assistant Zoning Officer – Craig T. McAnally

Appointment of Open Records Officer – Carole B. Culbreth

Appointment of Lower Gwynedd representative to Ambler Wastewater Treatment Plant – Michael DeStefano

Appointment of Sewer Bill Processing Service – Bucks County Water & Sewer Authority

Appointment of Chief Administration Officer for Pension Plans – Craig T. McAnally

Appointment of Pension Investment Advisor – PFM Financial Advisors

Appointment of Actuary – CBIZ Savits

Appointment of Certified Public Accounting Firm (CPA) – Barbacane, Thornton & Co.

Appointment of Deputy Tax Collector - Michelle Yost

Appointment of Supplementary Accounting Services – Dunlap & Associates (Julie Davis)

Appointment of Fire Marshal and Assistant Fire Marshal

Al Comly, Jr. – Fire Marshal

Matthew J. Traynor, North Penn Fire Co. - Asst. Fire Marshal

Appointment of Emergency Management Coordinator – Frank Baxter

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## Nominations for Commissions and Boards

NOTE: The Board may make a single motion for the nominations listed below.

**Planning Commission**, 4-year term – Stephen Paccione; and Michael Pironti  
**Zoning Hearing Board**, 3-year term – Hank Stoebenau  
**Park & Recreation Board**, 5-year term – Kathy Morris; and one open appointment  
**Vacancy Board**, 1-year term – Debra Schaeffer  
EAC, 3-year term – Mark Schafer; Marianne Grey

**Investment Advisory Board**, 4-year term – Stephen Smith; Brian Siegel

### **Ad-Hoc Committee**

**Pike Fest**, 1-year term – Larry Altman, Linda Schumacher, Heather Bert, Penny Wosewick, Kathy Morris, Christina King, Jennifer Green, Chuck Green, Hilary Goodman, Colleen Schaffer; Steve Saffier

**Liaison to Community Ambulance Assn. of Ambler**, 1-year term – Mary Ann Noon

Resolution #2020-01: Adoption of a Resolution establishing approved depositories for Lower Gwynedd Township Funds in 2020.

Resolution #2020-02: Adoption of a Resolution establishing Holidays for Township Employees for the year 2020.

Resolution #2020-03: Adoption of a Resolution approving the execution and signing of payroll between regular meetings for the year 2020.

Resolution #2020-04: Uniformed Employees' Pension Plan

Approval of 2020 Employee Salaries and Manager's Employment Contract

Approval of Fee Schedule

Motion to approve the prevailing IRS mileage rate (\$.57.5) for reimbursement of Township Employees

Establishment of Supervisor Committees for the year 2020

## **BUSINESS & FINANCIAL**

Receipt of Meeting Minutes: December 10, 2019

Receipt of Invoice History, November, 2019

Receipt of YTD Budget Report and Balance Sheet for November, 2019

**PUBLIC COMMENTS**

Citizen comments, concerns, questions (For items not on the agenda)

**OTHER BUSINESS**

Proposal for E-Cycle - April 4, 2020

Proposal for Paper Shredding - April 4, 2020

**MANAGER'S REPORT**

Report from the Manager - Municipal activities, projects

Respectfully submitted,

Craig T. McAnally  
Township Manager

**UPCOMING MEETING DATES**

BOARD OF SUPERVISORS (Organization)	MON	01/06/20	6:00 P.M.
ELECTED AUDITORS (Organization)	TUES	01/07/20	8:30 A.M.
EAC	WED	01/08/20	7:00 P.M.
ZONING HEARING BOARD (Cancelled)	THURS	01/09/20	7:00 P.M.
BUILDING & ZONING	MON	01/13/20	11:30 A.M.
PLANNING COMMISSION	WED	01/15/20	7:00 P.M.
BOARD OF SUPERVISORS	TUES	01/28/20	7:00 P.M.
PARK AND RECREATION	TUES	01/28/20	6:30 P.M.