

**THORNBURY TOWNSHIP, CHESTER COUNTY  
BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
MINUTES – JANUARY 3, 2017**

In attendance were Supervisors Bill Reilly, Jim Benoit, Joe Lisa and Mike Gallagher. Judy Lizza, Township Manager; Teresa DeStefano, Township Secretary; and Kathryn Labrum, Solicitor, were also in attendance.

**Pledge of Allegiance**

**Election of Temporary Chairman for the Organizational Meeting** – Jim Benoit motioned to name Bill Reilly Temporary Chairman. Mike Gallagher seconded the motion. All were in favor. Motion carried.

**Election of Temporary Secretary** – Jim Benoit motioned to name Mike Gallagher Temporary Secretary. Bill Reilly seconded the motion. All were in favor. Motion carried.

**CALL TO ORDER-** Jim Benoit called the meeting to order at 6:32 p.m.

**Nominations and Appointment Chairman** – Mike Gallagher motioned to appoint Bob Anthony as Chairman. The motion was seconded by Bill Reilly. All were in favor. Motion Carried

**Nominations and Appointment Vice-Chairman** – Mike Gallagher motioned to appoint Jim Benoit as Vice-Chairman. The motion was seconded by Joe Lisa. All were in favor. Motion Carried.

**Appointment of Supervisors Positions**

Jim Benoit motioned the approval of the following Supervisor Appointments:

**Police Commissioner** – Jim Benoit

**Financial Liaison/Park & Recreation Commission Liaison** – Bill Reilly

**Historical Preservation Commission Liaison** – Joe Lisa

**Planning Commission Liaison** – Mike Gallagher

**Cheyney University Liaison/West Chester Area COG Delegate/Voting Delegate to PSATS Convention** – Bob Anthony

The motion was seconded by Joe Lisa. All were in Favor. Motion Carried.

**Appointment of Township officials and Professional Services**

Jim Benoit motioned the appointment of Township Officials and Professional Services:

**Township Manager** – Judy Lizza

**Township Secretary** – Teresa DeStefano

**Deputy Tax Collector/Bookkeeper** – Maryann Furlong

**Roadmaster** – Mike Aiello

**Township Solicitor** – Kathryn Labrum of Donahue & Labrum

**Planning Commission Solicitor** – Kathryn Labrum of Donahue & Labrum

**Zoning Hearing Board Solicitor** – Patrick McKenna of Gawthrop Greenwood, PC

**Township Engineer** – Mike Conrad from Yerkes Associates

**Township Engineering** – Mike Schneider from Pennoni Associates  
**Land Planner for the Township** – Tom Comitta  
**Emergency Management Coordinator /Fire Marshall** – F. David Smiley  
**Building Code Official/Code Enforcement Officer/Zoning Officer** – Jim Dickey/Code Inspections, Inc.  
**Earned Income and Local Services Tax Collector** – Keystone Collections Group

The motion was seconded by Bill Reilly. All were in Favor. Motion Carried

**Appointment for Township Boards and Commissions**

Jim Benoit motioned the following appointments to the following Thornbury Township Boards and Commissions:

**Planning Commission – (4-year term)** – David Black and Tony Priestley  
**Planning Commission Recording Secretary** – Teresa DeStefano  
**Historical Preservation Commission – (5-year term)** – Kris Walker  
**Parks and Recreation Commission – (5-year term)** – Kim Spackman and Nicole D’Ulisse  
**UCC Appeals Board – (1 year-term)** – Percy Neall  
**Vacancy Board– (One 1 year Term)** – Renee Braun

The motion was seconded by Joe Lisa. All were in Favor. Motion Carried

**RESOLUTIONS PROPOSED FOR ADOPTION**

Jim Benoit motioned to approve the following Resolutions:

**Resolution 2017-1, Approval for Payment of Routine Obligations**  
**Resolution 2017-2, Appointment of Emergency Services**  
**Resolution 2017-3, Determination of 2017 Mileage Compensation**  
**Resolution 2017-4, Act 44 Disclosure Statement and 2016 MMO**  
**Resolution 2017-5, Designation of Township Depositories**  
**Resolution 2017-7, Appointment of Independent Auditors for 2016 Audit**  
**Resolution 2017-8, Appointment of Voting Delegates for the Chesco Tax Collection Cmt**  
**Resolution 2017-9, Establishment of Fee Schedule for Regulated Activities**  
**Resolution 2017-10, Establishment of Fee Schedule for Conditional Use, SALDO, ZHB, and Special BOS Meetings**

The motion was seconded by Bill Reilly. All were in Favor. Motion Carried.

**TOWNSHIP BOND AMOUNT**

Jim Benoit motioned to set the Treasurer’s Bond amount for 2017:

**Treasurer’s Bond in the amount \$1,300,000 with HA Thompson**

The motion was seconded by Joe Lisa. All were in favor. Motion carried.

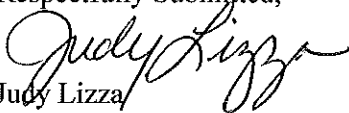
**2017 HOLIDAY SCHEDULE & 2017 MEETING DATES**

Jim Benoit motioned to approve the attached 2017 Holiday Schedule & Meeting Dates  
The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

**ADJOURNMENT**

Jim Benoit motioned to adjourn the meeting at 6:49 p.m.  
The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

Respectfully Submitted,

  
Judy Lizza  
Township Manager

## **Thornbury Township, Chester County**

### **2016 – HOLIDAY SCHEDULE**

Friday	Jan 1	New Years Day
Monday	Feb. 15	Presidents' Day
Friday	March 25	Good Friday
Monday	May 30	Memorial Day
Monday	July 4	Independence Day
Monday	Sept. 5	Labor Day
Friday	Nov. 11	Veterans Day
Thursday	Nov. 24	Thanksgiving Day
Friday	Nov. 25	Day after Thanksgiving
Monday	Dec. 26	Christmas

**Thornbury Township  
Chester County**

**2016 Meeting Dates**

	<b>Board of Supervisors</b>		<b>Planning Commission</b>		<b>Historic Preservation</b>	
			<b>7:00 p.m.</b>		<b>7:00 p.m.</b>	
<b>Work Sessions 6:00 p.m. / Regular Meetings 7:00 p.m.</b>						
January (Re-Org)	4 (6:30)	19	11		13	
February	2	16	8		10	
March	1	15	14		9	
April	5	12	11		13	
May	3	17	9		11	
June	7	21	13		15	
July		19	11			
August	2	16	8			
September	6	20	12		14	
October	4	18	10		12	
November	1	15	14		9	
December	6	20	12		14	
January (Re-Org 2017)	3 at 6:30 PM					

**All public meetings are held at the Thornbury Township municipal building located at 8 Township Drive, Cheyney, PA. 19319. Any change in meeting dates or times will be advertised in the Daily Local News.**