

BETHEL TOWNSHIP, DELAWARE COUNTY  
BOARD OF SUPERVISORS REORGANIZATION MEETING AGENDA  
JANUARY 3, 2022, 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. 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

IV. ADOPTION OF RESOLUTIONS

- a. Resolution No. 2022-01 Mileage Reimbursement Rate
- b. Resolution No. 2022-02 Fee for Collection of Trash/Recycling
- c. Resolution No. 2022-03 Appointment of Professional Fees for 2022
- d. Resolution No. 2022-04 Appointment of CPA for 2021 Township and Tax Collector Audits
- e. Resolution No. 2022-05 Adoption of 2022 Fee Schedule

V. APPOINTMENT OF TOWNSHIP STAFF

- a. Administrative
  - i. Township Manager *William Addison*
  - ii. Assistant Manager *Rebecca Yurkovich*
  - iii. Code Enforcement Secretary *Dolores Ciesielka*
- b. Public Safety
  - i. Police Department
    - a. Police Chief (Part-Time) *John Egan*
    - b. Police Lieutenant *John McCarthy*
    - c. Police Corporals *John McIntosh*  
*Louis Stackeni, Jr.*
    - d. Police Department Secretary *Tyler Eckerd*
  - ii. Public Works Department
    - a. Highway Foreman *Brett Small*
  - iii. Fire Department

- a. Fire Marshal *Brett Small*
- b. Assistant to Fire Marshal *Craig Small, Jr.*
- c. Emergency Management Coordinator *Ray Stiles*
- d. Floodplain Manager *Matt Houtmann*
- e. Captain of Fire Police *Robert Bardsley*
- f. Assistant Captain of Fire Police *Craig Small, Jr.*

VI. APPOINTMENT OF TOWNSHIP PROFESSIONALS

- a. Solicitor *Michael Maddren, Esq. (Murphy, Maddren & Dixon)*
- b. Right-to-Know Officer *William Addison*
- c. Planning Commission Solicitor *Laurence Smith, Esq. (Simon & Smith P.C.)*
- d. Zoning Hearing Board Solicitor *Daniel C. Van Wyk, Esq.*
- e. Treasurer *Peter R. Barsz, CPA (Barsz Gowie Amon & Fultz LLC)*
- f. Engineer *Matthew Houtmann, P.E. (GD Houtman & Sons, Inc.)*
- g. Alternate Engineer *Catania Engineering Associates, Inc.*
- h. Code Enforcement Officer *Keystone Municipal Services*
- i. Building Inspector *Keystone Municipal Services*
- j. Plumbing Inspector *Keystone Municipal Services*
- k. Electrical Inspector *Len Warren (United Inspections)*
- l. Zoning Officer *Stephen J. Wasylyszyn (GD Houtman & Sons, Inc.)*
- m. Act 537 Officer *Mark Bryan (Environmental Management & Consulting, Inc.)*
- n. Health Inspector *Michelle Fanelli*
- o. Animal Control Officer *Alan Strickler*

VII. APPOINTMENT OF TOWNSHIP COMMITTEES/BOARDS/COMMISSIONS

- a. Parks and Recreation Board *Donna Silvestri Fecondo (Term to 2027) 5-year*  
*\_\_\_\_\_ (Term to 2027) 5-year*
- b. Planning Commission *Ken Laaken, Jr. (Term to 2026) 4-year*

\_\_\_\_\_ (Term to 2026) 4-year

- c. Zoning Hearing Board *Jesse Cheyney (Term to 2025) 3-year  
Dan Van Wyk, Esq., Solicitor 1-year*
- d. Sewer Authority Board *Kimberly Easter (Term to 2027) 5-year*
- e. Vacancy Board *Laurence Smith, Esq. (Simon & Smith P.C.)*

VIII. ADOPTION OF SALARIES AND FEES

- a. Tax Collector *\$10.00 per Bethel Tax Invoice for 2022*
- b. Administrative
  - i. Township Manager *\$112,200.00 Annual Salary*
  - ii. Assistant Manager *\$52,020.00 Annual Salary*
  - iii. Code Enforcement Secretary *\$21.33 per hour*
- c. Public Safety
  - i. Police Department
    - a. Police Chief *\$61,800.00 Annual Salary*
    - b. Lieutenant *\$24.00 per hour*
    - c. Sergeant *\$23.00 per hour*
    - d. Corporals *\$22.50 per hour*
    - e. Officers *\$22.00 per hour*
    - f. Secretary *\$17.56 per hour*
  - ii. Public Works
    - a. Highway Foreman *\$25.00 per hour*
    - b. Highway and Maintenance Personnel *\$20.00 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.

IX. 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 \$2,700,000.00
  - ii. Tax Collector \$902,404.22
- e. Designation of PSATS Voting Delegate *Michael Schneider, PE*
- f. A motion to appoint a new depository in 2022 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, 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* ----- *Saturday, January 1<sup>st</sup>*
  - ii. *Martin Luther King Jr. Day* ----- *Monday, January 17<sup>th</sup>*
  - iii. *Easter Sunday* ----- *Sunday, April 17<sup>th</sup>*
  - iv. *Memorial Day* ----- *Monday, May 30<sup>th</sup>*
  - v. *Independence Day* ----- *Monday, July 4<sup>th</sup>*
  - vi. *Labor Day* ----- *Monday, September 5<sup>th</sup>*
  - vii. *Thanksgiving Day* ----- *Thursday, November 24<sup>th</sup>*
  - viii. *Christmas Eve* ----- *Saturday, December 24<sup>th</sup>*
  - ix. *Christmas Day* ----- *Sunday, 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.

- X. New Business
  - a. Motion to ratify 2022 bills
  - b. 2022 Assignment of Supervisor Liaison Duties

XI. ADJOURNMENT