

**REORGANIZATION MEETING MINUTES****January 2, 2018****7:30 PM****1. Call to order by Kathleen Thomas, Esquire**

The January 2, 2018, Reorganization Meeting of the Upper Gwynedd Township Board of Commissioners was called to order by Kathleen Thomas, Esquire at 7:30 PM. It was held in the Township Building in accordance with the requirements of the First-Class Township Code. The individuals in attendance were:

Kenneth E. Kroberger	President
James A. Santi	Commissioner
Thomas A. Duffy	Commissioner
Liz K. McNaney	Commissioner
Denise M. Hull	Commissioner
Michael J. Lapinski	Acting Township Manager
Kathleen Thomas, Esq.	Township Solicitor
Suzan G. Leonard	Magisterial District Judge

**2. Announcement of election of Commissioners**

Solicitor Thomas asks that Michael J. Lapinski serve as Secretary Pro-Tem for this meeting.

Solicitor Thomas announces that Liz K. McNaney and Denise M. Hull were elected as Commissioners to the Board in the November 2017 General Election, both to serve four-year terms.

Solicitor Thomas asks Magisterial District Suzan Leonard, to administer the Oaths of Office to newly elected Commissioners Liz K. McNaney and Denise M. Hull

Solicitor Thomas asked Michael J. Lapinski to serve as Secretary Pro-Tem for this meeting to which he replied, yes. She announced that Liz K. McNaney and Denise M. Hull were elected as Commissioners at the General Election to serve four-year terms beginning this year, and she asked Magisterial District Judge Suzan G. Leonard to administer their Oaths of Office.

Judge Leonard administered the Oaths of Office first to Denise Hull, then to Liz McNaney.

Solicitor Thomas congratulated the Commissioners and asked them to take their seats at the dais.

**3. Announcement of swearing in of re-elected Tax Collector Jane Murray**

Solicitor Thomas announced that Tax Collector, Jane Murray was sworn in by Notary Public, Deanna Logan earlier in the day.

**4. The election of President and Vice-President to the Board**

- A. Solicitor Thomas asks for nominations for the position of President of the Board of Commissioners.

Solicitor Thomas called for nominations for the office of President of the Board of Commissioners. Mr. Duffy nominated Kenneth E. Kroberger for the office of President. Mr. Santi seconded the nomination of Mr. Kroberger. Solicitor Thomas asked if there were any other nominations. There were none.

- B. Solicitor Thomas asks for nominations for President to be closed.

Solicitor Thomas closed the nominations for President and asked for any discussion of the nomination. Hearing none, she then asked for a vote.

- C. Motion to elect the President of the Board of Commissioners.

Solicitor Thomas asked if all were in favor of Mr. Kroberger and if any were opposed. The Commissioners voted unanimously to elect Kenneth Kroberger as President of the Board.

- D. Solicitor Thomas asks for nominations for the position of Vice-President of the Board of Commissioners.

Solicitor Thomas called for nominations for the office of Vice President of the Board of Commissioners. Mr. Kroberger nominated James Santi for the office of Vice President. Mr. Duffy seconded the nomination of Mr. Santi. Solicitor Thomas asked if there were any other nominations. There were none.

- E. Solicitor Thomas asks for nominations for Vice-President to be closed.

Solicitor Thomas closed the nominations and asked for any discussion of the nomination. Hearing none, she then called for a vote.

- F. Motion to elect the Vice-President of the Board of Commissioners.

Solicitor Thomas asked if all were in favor of Mr. Santi and if any were opposed. The Commissioners voted unanimously to elect James Santi as Vice-President of the Board.

**The President assumes the Chair**

Solicitor Thomas turned the meeting over to the President of the Board Kenneth E. Kroberger.

Mr. Kroberger announced that a brief Executive Meeting was held prior to this meeting that was informational only.

Mr. Kroberger congratulated and welcomed Mrs. McNaney and Mrs. Hull to the Board of Commissioners and on their victory in the November election. He said we will all work well together for the best interests of the residents and the Township. He thanked the Board for the nomination and vote for the continuation as President and congratulated Mr. Santi on becoming the Board's Vice-President.

#### **5. Assignment of liaison responsibilities**

Mr. Kroberger announced the liaison responsibilities to each Commissioner. He said meetings have been held to discuss the liaison positions.

The President makes the assignments to the Board liaison positions.

1. Finance/Personnel/Administration – Mr. Kroberger
2. Public Works/Parks/Recreation – Mr. Duffy
3. Zoning/Planning – Mrs. Hull
4. Public Safety (Police and Fire) – Mr. Santi
5. Wastewater Treatment – Mrs. McNaney

He noted that Mr. Santi will work with Mrs. Hull and Mr. Duffy will work with Mrs. McNaney while they become accustomed to the duties of their assignment. All the Board Members were in agreement with these assignments.

#### **6. Motion to approve the appointment or reappointment of various individuals to positions within the Township Administration and to Township Boards and Commissions (Per the attached List).**

Mr. Kroberger read Item No. 6 above and read the 2018 Appointment List out loud to the audience. (The 2018 Appointment List is attached to and made a part of these Minutes.) Mr. Kroberger motioned to approve the 2018 appointments, seconded by Mr. Santi, the appointments were approved.

#### **7. Motion to appoint Michael J. Lapinski to the position of Acting Township Manager/Secretary under the terms of an employment agreement dated January 2, 2018**

Mr. Kroberger read Item No. 7 above. He stated that Mr. Perrone retired as of December 29, 2017 and Mr. Lapinski has been with the Township for the past five (5) years as the Assistant Township Manager. He recognized Mr. Lapinski's hard work and said he has been running the planning side of the Township but has also been involved in all aspects of the Township. Mr. Kroberger noted the Mr. Lapinski will make a great addition to the Township staff as the Acting Township Manager. Mr. Kroberger motioned to appoint Michael J. Lapinski to the position of Acting Township Manager/Secretary. Seconded by Mr. Duffy, this appointment was unanimously approved.

**8. Presentation of Public Comments and Concerns (Limit of 5 minutes per individual).**

There were none

**9. Other Business**

There was no other business

**10. Call for Adjournment**

There being no further public business for discussion, upon motion by Mr. Duffy, seconded by Mrs. Hull the meeting was adjourned at 7:45 PM.

Respectfully submitted,

Michael J. Lapinski  
Acting Secretary

**Approved January 22, 2018**

/djl