

Caln Township Board of Commissioners
Reorganizational Meeting Minutes
January 2, 2024
Hybrid Meeting 6:30 PM

Attendance – Paul Mullin-President, Joshua B. Young-Vice President, Jane Kennedy-Commissioner, Lorraine Tindaro-Commissioner, Mark Evans-Commissioner, Don Vymazal-Township Manager/ Secretary, Denise Miller-Assistant Township Secretary/Administrative Assistant, Lisa Swan-Finance Director/Treasurer, Police Chief Elias.

Professionals Present: N/A

Special Guests: Honorable Judge Forzato and Public Works Staff

The Board of Commissioners January 2, 2024 agenda was posted on the Township website, and at the Township building, on December 27, 2024. Agendas were made available for the public at the meeting. The 2024 Township Board of Commissioners meetings were published in the Daily Local News, on December 27, 2023.

Commissioner Young noted that as senior member of the Board that it is his honor to start the 2024-2025 session of the Board.

Commissioner Young opened the meeting at 6:30 PM.

Nominations for Board President

Commissioner Young called for nominations for Board President. Commissioner Kennedy nominated Paul Mullin, seconded by Commissioner Tindaro. There being a nomination and second, Commissioner Young called for other nominations. Seeing none, Commissioner Young asked for a motion to close nominations. Moved by Commissioner Mullin and seconded by Commissioner Young. The vote passed 5-0. Commissioner Young called for a vote for Paul Mullin as Board President. The vote passed 5-0.

Nominations for Board Vice President

Commissioner Mullin called for a motion to open nominations for Board Vice President. Moved by Commissioner Tindaro and seconded by Commissioner Evans. The vote passed 5-0. Commissioner Mullin called for nominations for Board Vice President. Commissioner Evans nominated Joshua Young., seconded by Commissioner Kennedy. Commissioner Mullin called for other nominations. Commissioner Tindaro nominated Jane Kennedy. Commissioner Mullin entertained a motion to close nominations. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 5-0. Commissioner Mullin entertained a motion to approve the nomination for Joshua Young as Board Vice President. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 4-1.

Commissioner Mullin thanked Commissioner Kennedy for doing an excellent job in her 4-year term as Vice President.

Citizens to be Heard

Commissioner Mullin called for Board and public comments. There were none.

Consent Agenda for Appointment of Township Officials

Commissioner Mullin asked Mr. Vymazal if the appointments and reappointments could be voted on as one motion. Mr. Vymazal replied that they can unless there are any objections.

Solicitor: Buckley, Brion, McGuire and Morris

Township Traffic Engineer: Pennoni

Township Engineer: ARRO Consulting Inc.,

Stormwater Consultant: Gilmore & Associates

Township Auditor: Maillie LLP

Township Manager: Don Vymazal

Township Secretary: Don Vymazal

Assistant Township Secretary and Administrative Assistant: Denise Miller

Fire Marshal: Ray Stackhouse

Emergency Management Coordinator: Ray Stackhouse

Building Code Official: Ray Stackhouse

Zoning Officer: Ray Stackhouse

Deputy Zoning Officer: ARRO Consulting Inc.

Administrative Officer for Pensions: Don Vymazal

Finance Director and Treasurer: Lisa Swan

Right to Know Officer for the Township: Abbey Swan

Assistant Right to Know Officer for the Township: Denise Miller

Right to Know Officer for the Police Department: Tracey Laws

Commissioner Mullin entertained a motion to approve the stated Township appointments as read. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 5-0.

Liaison Appointments to the Boards and Commissions

Commissioner Mullin assigned the following Liaisons and Alternates to various Boards and Commissions.

Park and Recreation – Liaison Commissioner Kennedy and Alternate Commissioner Young

COG – Liaison Commissioner Kennedy and Alternate Commissioner Evans

Municipal Authority – Liaison Commissioner Mullin

Fire Board – Liaison Commissioner Mullin and Alternate Commissioner Young

Historical Commission – Liaison Commissioner Evans and Alternate Commissioner Tindaro

Lincoln Highway – Liaison Commissioner Young and Alternate Commissioner Evans

Ingleside Golf – Liaison Commissioner Tindaro and Alternate Commissioner Mullin

Planning Commission – Liaison Commissioner Tindaro and Alternate Commissioner Evans

Zoning – Liaison Commissioner Tindaro and Alternate Commissioner Evans

Finance and Budget – Liaison Commissioner Young and Alternate Commissioner Mullin

Police Pensions – Liaison Commissioner Young and Alternate Commissioner Mullin

Vacancy Board Chair – N/A

Don Vymazal addressed “point of order” to the Chairman that the request for Board consideration to approve appointments and re-appointments to various boards and commissions has been skipped in the agenda order. Commissioner Mullin went back to following the agenda order.

Request for Board Consideration to Approve Appointments and Re-Appointments to Various Boards and Commissions –

Parks and Recreation Board Re-Appointments 2024-2028

Jane Kennedy BOC Liaison/Voting Member

Isabel Clark

Brett Klukan

Commissioner Mullin entertained a motion to appoint the stated re-appointments, as presented. Moved by Commissioner Evans and seconded by Commissioner Young. The vote passed 5-0.

Municipal Authority Re-Appointment 2024-2028

Paul Mullin

Commissioner Mullin entertained a motion to re-appoint the stated re-appointment, as presented. Moved by Commissioner Evans and seconded by Commissioner Young. The vote passed 5-0.

Historical Commission Re-Appointments 2024-2028

Leah B. Jennings

Mark Evans

(5 Vacant Positions)

Commissioner Mullin entertained a motion to re-appoint the stated re-appointments, as presented. Moved by Commissioner Young and seconded by Commissioner Kennedy. The vote passed 5-0.

Commissioner Mullin noted that there are 5 vacant positions available on the Historical Commission.

Zoning Hearing Board Re-Appointments 2024-2028

Marc Fox

Chris Parr

(1 Vacant Position 5 Years – 3 Vacant Alternate Positions 2 Years)

Commissioner Mullin entertained a motion to re-appoint the stated re-appointments, as presented. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 5-0.

Commissioner Mullin noted that there is 1 vacant position and 3 vacant alternate positions available on the Zoning Hearing Board.

Planning Commission Re-Appointment 2024-2027

John Adam Thomas

(1 Vacant Position)

Commissioner Mullin entertained a motion to re-appoint the stated re-appointment, as presented. Moved by Commissioner Evans and seconded by Commissioner Young. The vote passed 5-0.

Commissioner Mullin noted that there is 1 vacant position on the Planning Commission.

Civil Service Commission Re-Appointment 2024-2029

Francine Walker

Commissioner Mullin entertained a motion to re-appoint the stated re-appointment, as presented. Moved by Commissioner Young and seconded by Commissioner Kennedy. The vote passed 5-0.

Liaison Appointments to the Boards and Commissions

Commissioner Mullin assigned the following Liaisons and Alternates to various Boards and Commissions.

Park and Recreation – Liaison Commissioner Kennedy and Alternate Commissioner Young

COG – Liaison Commissioner Kennedy and Alternate Commissioner Mullin

Municipal Authority – Liaison Commissioner Mullin

Fire Board – Liaison Commissioner Young and Alternate Commissioner Mullin

Historical Commission – Liaison Commissioner Tindaro and Alternate Commissioner Evans

Lincoln Highway – Liaison Commissioner Young and Alternate Commissioner Evans

Ingleside Golf – Liaison Commissioner Mullin and Alternate Commissioner Tindaro

Planning Commission– Liaison Commissioner Tindaro and Alternate Commissioner Evans

Zoning– Liaison Commissioner Tindaro and Alternate Commissioner Evans

Emergency Management/Police – Liaison Commissioner Kennedy and Alternate Commissioner Tindaro

Finance and Budget – Liaison Commissioner Young and Alternate Commissioner Mullin

Commissioner Evans requested tabling the appointments because he would like to be the lead liaison on the Planning Commission or the Zoning Hearing Board.

Commissioner Mullin entertained a motion to table the Board and Commission Liaison appointments. Moved by Commissioner Young and seconded by Commissioner Tindaro. The vote passed 5-0.

Commissioner Evans noted that Ed Artz is interested in re-applying for the Vacancy Board. Commissioner Young noted that the Vacancy Board is not under appointments, so it will have to be tabled until January 11, 2024.

Commissioner Kennedy asked if the Board should consider one of the Commissioners going to the Coatesville Area School District Executive meetings. Commissioner Evans suggested having the Board Members rotate attending their meetings.

Additional Business

Announcement Promoting Johnnie Huggins as the Director of Public Works, Effective January 2, 2024 –
With great pleasure, Commissioner Mullin announced that Johnnie Huggins has been promoted to Director of Public Works. Mr. Huggins has been employed with Caln Township for approximately 16 years and without a permanent Director, he has excelled in training.

Mr. Stackhouse noted that Mr. Huggins deserves this promotion for all he has done to “step up” for the Public Works Department.

Request for Board Consideration to Re-establish the Role of Trustee to Township Manager Don Vymazal for the Delaware Valley Health Trust, Worker’s Compensation, and Property & Liability – Commissioner Mullin entertained a motion to re-establish the role of Trustee to Township Manager, Don Vymazal for the Delaware Valley Health Trust, Worker’s Compensation, and Property & Liability. Moved by Commissioner Evans and seconded by Commissioner Young. The vote passed 5-0.

Public Comment

Commissioner Mullin called for public comment. There were none.

Commissioner Mullin thanked the Board for the time without a manager, he is looking forward to what comes to the Township next. next. Commissioner Mullin thanked all the volunteers that gave their time to the Township.

Adjournment

Commissioner Mullin entertained a motion to adjourn the January 2, 2024 Reorganizational Meeting at 7:00 PM. Moved by Commissioner Tindaro and seconded by Commissioner Evans. The vote passed 5-0.

Respectfully Submitted,

Denise Miller,
Assistant Township Secretary