

BETHEL TOWNSHIP, DELAWARE COUNTY
BOARD OF SUPERVISORS REORGANIZATION MEETING AGENDA
JANUARY 5, 2026, 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

- a. A copy of the advertisement published in the *Delaware County Daily Times* will be provided.

III. SWEARING-IN OF ELECTED OFFICIALS

- a. Stephanie DerOhannessian
- b. Dr. Eileen Ming
- c. Derek Lloyd
- d. Edward Plasha

IV. 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

V. ADOPTION OF RESOLUTIONS

- a. Resolution No. 2026-01 Mileage Reimbursement Rate.
- b. Resolution No. 2026-02 Fee for Collection of Trash/Recycling.
- c. Resolution No. 2026-03 Appointment of Professional Fees for 2026.
- d. Resolution No. 2026-04 Adoption of 2026 Fee Schedule.
- e. Resolution No. 2026-05 Tax Levy.
- f. Resolution No. 2026-06 Emergency Management Coordinator Mutual Aid.

VI. APPOINTMENT OF TOWNSHIP STAFF

- a. Administrative
 - i. Township Manager *William Addison*
 - ii. Finance Director *Donna Gibson*
 - iii. Township Administrative Coordinator *Rebecca Crowley*
 - iv. Code Administrative Coordinator *Jaclyn Borcky*

b. Public Safety

i. Police Department

a. Police Chief (Part-Time)

John McCarthy

b. Police Sergeants

John McIntosh

c. Police Corporals

*Christopher Kimball
Michellene Conte
William Cairns*

d. Police Department Secretary

Tyler Eckerd

c. Public Works Department

i. Highway Department

a. Public Works Director

TBD

b. Highway Foreman

Brett Small

c. Highway and Maintenance Personnel

*Ollie Smuts
Jay Orfetel*

d. 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

g. Fire Police

*Chip Natrin
Tom Anderson
Dave Stebbins*VII. APPOINTMENT OF TOWNSHIP PROFESSIONALS

a. Solicitor

Michael Maddren, Esq. (Murphy, Maddren LTD)

b. Right-to-Know Officer

Jaclyn Borcky

c. Planning Commission Solicitor

Alex Baumler (Kilkenny Law, LLC)

d. Treasurer

Peter R. Barsz, CPA (Barsz Gowie Amon & Fultz LLC)

e. Engineer

Matt Houtmann, PE. (G.D. Houtman & Son, Inc)

- f. Code Official *Catania Engineering Associates, Inc.*
- g. Electrical Inspector *Len Warren (United Inspections)*
- h. Zoning Officer *Stephen J. Wasylyszyn (GD Houtman & Sons, Inc.)*
- i. Act 537 Officer *Mark Bryan (Environmental Management & Consulting)*
- j. Health Inspector *Michelle Fanelli*
- k. Animal Control Officer *Alan Strickler*

VIII. APPOINTMENT OF TOWNSHIP COMMITTEES/BOARDS/COMMISSIONS

- a. Parks and Recreation *Melissa Pembroke (Term to 2031) 5-year*
Dawn Saunders (Term to 2030) 4-year
- b. Planning Commission *Cathy Spahr (Term to 2029) 3- year*
Kenneth Laaken, Jr. (Term to 2030) 4-year
Joseph R. Spadea (Term to 2030) 4-year
- c. Zoning Hearing Board *Garry Lanahan (Term to 2029) 3-year*
- d. Sewer Authority Board *William Linton (Term to 2031) 5-year*
- e. Auditor *Paul Graybeal (term to 2030) 4-year*
- f. Rachel Kohl Library Board *Garrick Weaver (Term to 2027) 1-year*
Angela Horstman (Term to 2029) 3-year
- g. Vacancy Board *Garrick Weaver*

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 *\$7,000,000.00*
 - ii. Tax Collector *\$902,404.22*
- e. Designation of PSATS Voting Delegate – *Stephanie DerOhannessian*
- f. Depository

- i. Motion to designate Fulton Bank and the Pennsylvania Local Government Investment Trust (PLGIT) as depositories for Bethel Township for the 2026 calendar year for the following accounts: General Fund, State Fund, Payroll Fund, Escrow Fund, Library Fund, Transfer Fund, Fire Fund, Trash Fund, Zoning Hearing Board Fund, Tax Collector–Odd Year Fund, Tax Collector–Even Year Fund, and Tax Collector–Interim Fund, including the Township’s PLGIT account.

g. Bethel Township will be following the Delaware County Government Center Holiday Schedule

- i. *New Year’s Day* ----- *Thursday, January 1st*
- ii. *Martin Luther King Jr. Day* ----- *Monday, January 19th*
- iii. *President’s Day*----- *Monday, February 16th*
- iv. *Easter Monday* ----- *Monday, April 6th*
- v. *Memorial Day* ----- *Monday, May 25th*
- vi. *Juneteenth* ----- *Friday, June 19th*
- vii. *Independence Day* ----- *Friday, July 3rd*
- viii. *Labor Day* ----- *Monday, September 7th*
- ix. *Election Day* ----- *Tuesday, November 3rd*
- x. *Veteran’s Day* ----- *Wednesday, November 11th*
- xi. *Thanksgiving Day* ----- *Thursday, November 26th*
- xii. *Day after Thanksgiving* ----- *Friday, November 27th*
- xiii. *Christmas Eve* ----- *Thursday, December 24th*
- xiv. *Christmas Day* ----- *Friday, December 25th*

*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 payment of all bills for the year 2025.
- c. Discussion and motion to approve the 2026 assignment of Supervisor Liaison duties.

Finance	CD
Taxes	CD
Police	SD
Bethel Hose Company No. 1	CD
Highway	GI
Building & Grounds	GI
Parks & Recreation	SD
Zoning Hearing Board	MD
Planning Commission	GI
Sewer Authority	MD
Garnet Valley School District	EM
Rachel Kohl Library	EM

XI. ADJOURNMENT

The next regular Board of Supervisor’s meeting will take place on Tuesday, January 13th, 2026, at 6:30 PM.

