



# Bucks County Association of Township Officials

---

## BUCKS COUNTY ASSOCIATION OF TOWNSHIP OFFICIALS

### MEETING MINUTES

A meeting of the Bucks County Association of Township Officials was held via Zoom on Wednesday, March 10, 2021 at 12:02 p.m.

**MEMBERS:** Joseph DiGirolamo, Bensalem Township  
Maggie Rash, Buckingham Township  
Barbara Lyons, Doylestown Township  
Ken Lichtenstein, Plumstead Township  
David Nyman, East Rockhill Township  
\*Kathy Babb, Haycock Township  
Ruth Schemm, Warrington Township  
William Jones, New Britain Township  
Dick Weaver, Newtown Township  
Diana Nolan, Upper Makefield Township (departed 12:40)  
Judith Algeo, Warwick Township  
Chester Pogonowski, Wrightstown Township  
Terry Clemons, Clemons Richter & Reiss, P.C.  
Vince Deon, Northampton Township  
Fred Gaines, Warrington Township  
Jim Miller, West Rockhill Township  
Stacey Mulholland, Executive Director

\*NOT PRESENT

**1. Call to Order:** President Maggie Rash called the Executive Board Zoom meeting to order at 12:02 p.m.

**2. Approval of the Minutes** –February 10, 2021.

**MOTION:** A motion by Ms. Rash and seconded by Ms. Algeo to approve the minutes of February 10, 2021. Motion carried unanimously.

**3. Treasurer’s Report – February 2021:**

Mr. Weaver presented the financial statements for February 2021 and noted the organization’s good financial standing. Mr. Weaver added the convention revenue and expenses were still coming in and took a minute to congratulate Maggie and Stacey for a successful virtual convention. Mr. Weaver also highlighted DunlapSLK for the work they do and the monthly in-kind value contribution of \$1300.00. Ms. Algeo suggested establishing a “Friend of the Organization” award to be presented at the fall meeting or next year’s convention.

Mr. Pogonowski and Mr. Weaver discussed the various funds on the general ledger and planned to meet to review.

**MOTION:** A motion was made by Mayor DiGirolamo to accept the February financials. Ms. Lyons seconded the motion and the motion carried unanimously.

Discussion ensued regarding the breakdown of membership fees and dues. The Board agreed to keep the Annual Dues at \$100 and the 2@\$100 donations for the Legal and Legislative Fund fees to remain optional.

**4. President’s Report**

A. PSATS Attendance- Ms. Rash asked Mr. Nyman to update the Board on the PSATS Annual Conference. Mr. Nyman relayed that Conference has been canceled due to attendance limitations as a result of the pandemic. PSATS is working to offer the workshops virtually. Please check their website for the latest information. An anniversary dinner is being planned for the fall.

**5. Executive Director's Report - Annual Convention Update-** Ms. Mulholland was happy to report she has received positive feedback from attendees including sponsors.

**6. Solicitor's Report-** Solicitor Clemons read the bylaws pertaining to reorganization and the Board proceeded to reorganize as follows:

**President:** Maggie Rash

**First Vice President:** Dave Nyman

**Second Vice President:** Jim Miller

**Treasurer:** Dick Weaver

The bylaws permit the Executive Director to be appointed as Secretary. An Algeo/ Lyons motion was made and unanimously carried appointing Stacey Mulholland to the position of Secretary.

**7. Legislative Update-** Mayor DiGirolamo informed the Board that Reps. Farry and Thomas have reintroduced the Sterling Act legislation. The Mayor brought newly elected directors Schemm and Lichtenstein up to date on the Sterling Act. Ms. Mulholland had reached out to Supervisor Frank O'Donnell of Northampton for the latest EIT numbers. In other news, Supervisor Nyman informed the Board he would be meeting with newly elected PA Rep. Shelby Labs.

**8. Other Business-** Executive Director Mulholland noted she could not find documentation memorializing committees outside of the committees mentioned in the bylaws for Audit, Resolutions, and Nominating. Solicitor Clemons recommended the Board draft a resolution establishing committees outside of the Bylaws. Mayor Joe offered to reach out to the Legislative Committee members. Pres. Rash stated she will reach out to the Education Committee and Mr. Weaver offered to reach out to the Audit Committee. The Resolution Committee and Awards Committee members agreed to continue. Executive Director Mulholland noted the need for a Bylaws Committee and a Strategic Plan Committee. Pres. Rash noted the Nominating Committee needs a third member. The Board will ask Supervisor Nolan to reach out to the Opioid Committee members.

**9. Adjournment-** With no further business, a Mayor DiGirolamo/Nyman motion carried to adjourn the Zoom meeting at 1:03 pm.

Respectfully submitted,

Stacey Mulholland  
Executive Director