



# Bucks County Association of Township Officials

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## 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 12, 2025 at 12:00 PM.

**MEMBERS:**

- \*Michelle Benitez, Bensalem Township
- Maggie Rash, Buckingham Township
- Barbara Lyons, Doylestown Township
- Ken Lichtenstein, Plumstead
- David Nyman, East Rockhill Township
- William Jones, New Britain Township
- Dick Weaver, Newtown Township
- Ruth Schemm, Warrington
- Chester Pogonowski, Wrightstown Township
- Vicki Kushto, Clemons Richter & Reiss, P.C.
- \*Vince Deon, Northampton Township
- Tom Cino, Upper Makefield Township
- Jim Hopkins, Springfield Township (*arrived 12:37 pm*)
- Stephanie Shortall, New Britain Township

\*NOT PRESENT

**1. Call to Order:** President Rash called the Executive Board meeting to order at 12:00 pm.

**2. Approval of the Minutes:** February 12, 2025

**MOTION:** Motion made by Ms. Rash and seconded by Ms. Schemm to approve the minutes. The motion carried.

**3. Treasurer's Report:**

Mr. Weaver reported that the annual government report has been filed.

### **Consideration of February 2025 Financials**

**MOTION:** Mr. Jones's motion was seconded by Ms. Rash to approve the 2025 February financials. The motion carried unanimously.

**4. President's Report:**

Election of Board Officers:

President Rash called for nominations for Board President.

Mr. Jones nominated Maggie Rash for President, nomination was seconded by Mr. Lichtenstein. The nomination was carried unanimously.

1<sup>st</sup> Vice President

Mr. Pogonowski nominated Dave Nyman for 1<sup>st</sup> Vice President, nomination seconded by Mr. Jones. The nomination was carried unanimously.

2<sup>nd</sup> Vice President

Mr. Lichtenstein nominated Ruth Schemm for 2<sup>nd</sup> Vice President, nomination seconded by Ms. Rash. The nomination was carried unanimously.

Treasurer

Ms. Rash explained that Mr. Weaver is not running again and called for nominations.

Ms. Lyons nominated Vince Deon; the nomination was seconded by Mr. Nyman. The nomination was carried unanimously.

After thanking everyone for the election of the executive board, President Rash continued on with her report:

b. PSATS Conference-County Association Gift Basket

Ms. Rash asked permission to donate a basket on behalf of BCATO for auction at the PSATS Conference. Ms. Shortall offered to bring the basket to the conference, since she will be attending.

**MOITON**-Ms. Lyons made a motion to allow President Rash up to \$300 for the basket, motion seconded by Mr. Nyman, motion carried.

c. Delegates to the PSATS Convention

Ms. Rash stated that they are allowing three delegates to represent BCATO at the PSATS conference.

The following were nominated and approved as delegates:

Ms. Lyons nominated Bill Jones as a delegate; the nomination was seconded by Mr. Nyman.

Ms. Lyons nominated Dave Nyman as a delegate; the nomination was seconded by Mr. Jones.

Ms. Rash nominated Chester Pogonowski as a delegate; the nomination was seconded by Ms. Lyons.

d. Photographer Stipend

Ms. Rash asked the board how they would feel about a stipend being paid to the photographer who took the pictures at this year's convention. Discussions ensued about the amount to be given.

**MOTION** – Ms. Lyons made a motion to approve a stipend of \$200 to the photographer, motion seconded by Ms. Rash, motion carried.

Discussions ensued regarding posting pictures of vendors on the website. Ms. Shortall also inquired about a group Facebook page and stated that she can add whoever needs access to it.

## **5. Executive Directors Report:**

Annual Convention Recap:

Ms. Courter gave a brief recap of the convention and thanked everyone for their help in assisting and spoke of some ideas for next year's convention and focusing on improving registrations.

Mr. Lichtenstein suggested that for next year give the sponsors a minute to introduce themselves with a quick summary of their business to the attendees. It was also suggested to possibly have the vendors set up in the room where the breakfast is being served for greater visibility and interaction.

Ms. Rash also suggested adjusting the time and having it from 8:00 am-Noon instead of 11:30 am. Ms. Shortall also suggested a vendor passport where each attendee must have their passport stamped by each vendor and hold a prize drawing from the vendors at the end.

## **6. Solicitors'/ Legislative Report:**

No report

## **7. Other Business-**

### **a. Ruth Schemm-Fall EMS Event**

Ms. Schemm asked for input on what can be covered at the Fall event. Some ideas Ms. Schemm suggested to feature a town and how they will address EMS Services, and how they are going to pay for the services. Ms. Shortall stated that PSATS will have information on this topic in their General Session at the conference, and she will get more information.

b. PSATS Resolution Committee Report on BCATO Resolutions

Chester Pogonowski briefly reviewed the report that was distributed. Reported that one resolution was turned down.

President Rash expressed appreciation on behalf of the board to Mr. Pogonowski and Mr. Nyman for the report on the resolutions for PSATS.

Ms. Rash reported on the Youth Award, and the manager from Springfield signed off on the paperwork and submitted it to PSATS.

PSATS Conference:

Discussions of the luncheons ensued with Mr. Lichenstein and Mr. Pogonowski and Mr. Jones assisting in hosting the luncheons that will be held in the BCATO suite. The luncheons will be held on Monday and Tuesday.

Discussions of holding the Fall event at the Springtown Inn in Springfield Township ensued. The conference for next year will be held again at the Northampton Country Club.

Mr. Hopkins discussed EMS Authorities and concerns for Upper Bucks with regard to taxes for EMS services.

**8. Adjournment:**

With no further business, made a motion, seconded by Ms. Rash and seconded by Mr. Hopkins, to adjourn the meeting at 12:44 PM. Motion carried.

Respectfully submitted,

Laurie A. Courter

Executive Director