



# 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, November 11, 2020 at 12:00 p.m.

**MEMBERS:**

- \*Joseph DiGirolamo, Bensalem Township
- Maggie Rash, Buckingham Township
- \*Barbara Lyons, Doylestown Township
- \*Kathy Gentner, Durham Township
- David Nyman, East Rockhill Township
- \*Kathy Babb, Haycock Township
- Tom Courduff, Milford Township
- William Jones, New Britain Township
- Dick Weaver, Newtown Township
- Diana Nolan, Upper Makefield Township
- \*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 12:00 p.m.

**2. Approval of the Minutes** – of October 14, 2020.

**MOTION:** A motion by Mr. Nyman and seconded by Mr. Jones to approve the minutes of October 14, 2020; Motion carried unanimously.

**3. Treasurer's Report – September 2020:**

Mr. Weaver presented the Board with the Draft FY21 Budget developed, as per usual, in collaboration with Julie Davis of DunlapSLK. Mr. Weaver noted the pandemic has created an element of uncertainty in developing the FY21 budget and in such an environment, he and Julie opted for a conservative budget. The board agreed with Mr. Weaver's and Ms. Davis' assessment. In addition, Mr. Weaver presented the financial statements for October 2020 and noted the organization's good financial standing.

**MOTION:** A motion was made by President Rash, seconded by Mr. Nyman to approve the October 2020 Financial Statements; Motion carried unanimously.

**4. President's Report**

A. Website Presentation- Mr. Bill Schwartz of Catapult joined the meeting via Zoom to walk the Executive Committee through the new website, prior to launch. Committee members were pleased with the improvements.

B. Website Clean Up-

1. Committees- In preparation for the new website launch, President Rash noted several committees have not been active in some time. Following discussion on potential status of the committees, it was board consensus to list the Membership/Education Committee and the Municipal Cooperative as inactive. Mr. Courdoff added that there is a lot

going on regarding volunteer fire companies and perhaps it would be a good idea to hold a Membership/Education Committee Zoom meeting on that topic in the near future. Executive Director Mulholland was directed to plan for such a meeting.

2. Awards- President Rash requested updated information for the “Doc” Derstine and Metzger awards. Discussion ensued and it was the consensus of the board that in effort to provide more clarity and appeal to more applicants, the award names should be modified. Again, with the consensus of the Board, going forward the awards will be referred to as: the BCATO Service Award in Honor of George Metzger and the BCATO Youth Award in Honor of “Doc” Derstine. Brief bios will be included in the award materials.
3. President Rash suggested the Strategic Plan Committee reconvene in the coming year. Mr. Nyman suggested we announce that at the Annual Convention and ask for volunteers.

C. CHOP Policy Committee- Last week’s call was canceled due to the uptick in cases. The information that was passed on indicated we have done well in SE PA, but we are experiencing a second wave.

## **5. Executive Directors Report**

- A. Annual Convention- Ms. Mulholland presented the Board with concepts for a virtual Annual Convention. Ms. Mulholland and President Rash would be joining the CCEATO virtual convention later in the week. Mr. Hollings, CCEATO Executive Director recommended PMG. He explained that in addition to the platform they provide technology managers to carry out the virtual convention. There are opportunities for videos to acknowledge sponsors and so forth. The Board directed Ms. Mulholland to seek quotes from PMG for the dates of Thurs. evening 2/18/21, Fri. evening 2/19/21 and Sat. AM 2/20/21.

- B. Sponsorships- Ms. Mulholland discussed concerns regarding sponsorship deliverables BCATO was unable to meet due to the pandemic restrictions. The Board was very willing to make accommodations for 2021 whether that meant a credit towards 2021 Sponsorships or a reduced sponsorship fee. Ms. Mulholland will develop 2021 Sponsorship packages to present at the next Executive Board meeting.
  
- C. Doylestown Country Club- gathering policy remains limited. The Board agreed the next Executive Board meeting will be virtual.

## 6. Solicitors Report-

- A. Resolutions- Solicitor Clemons confirmed the time- line for submitting resolutions as follows:

*Dec. Executive Board Meeting- Discuss possible resolutions*

*Dec.-Early Jan.- Immediately following the Dec. Executive Board meeting, the Board informs the Resolutions Committee of the Board's resolutions. The Resolutions Committee reaches out to the general membership with the Board's suggested resolutions and solicits for additional resolutions from members townships.*

*Early Jan.- The resolutions committee meets and votes to recommend to support or oppose submitted resolutions.*

*Mid- Jan.- The final resolutions are sent to the membership, four weeks ahead of the Annual Convention, as per the bylaws, in preparations for a vote at the Convention.*

- B. Authorization of Executive Director's Contract.

**MOTION-** A motion to approve Ms. Mulholland's contract was made by Mr. Nyman and seconded by Mr. Miller; Motion carried unanimously.

**7. Legislative Business-** Rep. Frank Farry (PA-142)

- A. Rep. Farry Joined via phone to discuss HB 1673 Volunteer Fire Company Length of Service Award which was signed into law 10/29/20. Rep. Farry reviewed many of the new law's highlights including reform to the Relief Association and Company access to low interest loans. Rep. Farry graciously offered to take questions and offered to address the membership at a future date.

**8. Old Business-**

- A. Annual BCATO Dues- It was determined the breakdown of the \$300.00 dues is: \$100- Annual Dues, \$100- Legal Defense Fund, \$100- Legislative Initiative. The Board asked Stacey to research if the language in the invoice could be revised to encourage more townships to pay \$300.

**7. Adjournment:**

With no further business, a Nolan/Rash motion carried to adjourn the Zoom meeting at 1:30 pm.

Respectfully submitted,  
Stacey Mulholland  
Executive Director