

RESOLUTION NO. 2019-77

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AMENDING THE RADNOR
TOWNSHIP ORGANIZATIONAL CHART

WHEREAS, Article 5, Departmental Organization of the Administrative Code establishes the Departments of the Township and their duties and responsibilities; and

WHEREAS, Section 5-22(A) of the Administrative Code permits the Board of Commissioners to establish a separate organizational chart by Resolution; and

WHEREAS, the Board adopted the current version of the Township Organizational Charter with Resolution 2011-87, which has been amended from time to time since; and

WHEREAS, most recently, the Board adopted Resolution 2018-53 on November 12, 2018 further amending the organizational chart to include a new Public Information Officer position; and

WHEREAS, during the interview process for the Public Information Officer position, it was determined that the PIO would be better situated reporting directly to the Township Manager; and

WHEREAS, by having the newly hired PIO take on certain media responsibilities, an existing position within Finance was able to be reassigned to Police by reinstating the Auxiliary Services position in the Police Department; and

WHEREAS, the Police Department wishes to replace an existing Secretary 1 position with an Executive Secretary to Police Superintendent position.

NOW, THEREFORE, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby adopt the Organizational Chart attached to this Resolution as Exhibit "A", replacing any old version of the Organizational Chart.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 9th day of September, 2019.

RADNOR TOWNSHIP

BY 
Name: Lisa Borowski
Title: President

ATTEST:



Name: Robert A. Zienkowski
Title: Township Manager / Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: June 30, 2019

TO: Board of Commissioners

FROM: Robert Zienkowski, Township Manager

LEGISLATION: Resolution 2019-77 amending the Township's organizational chart.

LEGISLATIVE HISTORY: The last revision to the Organizational Chart was adopted in November 2018 via Resolution 2018-53 and included a [new] Public Information Officer position.

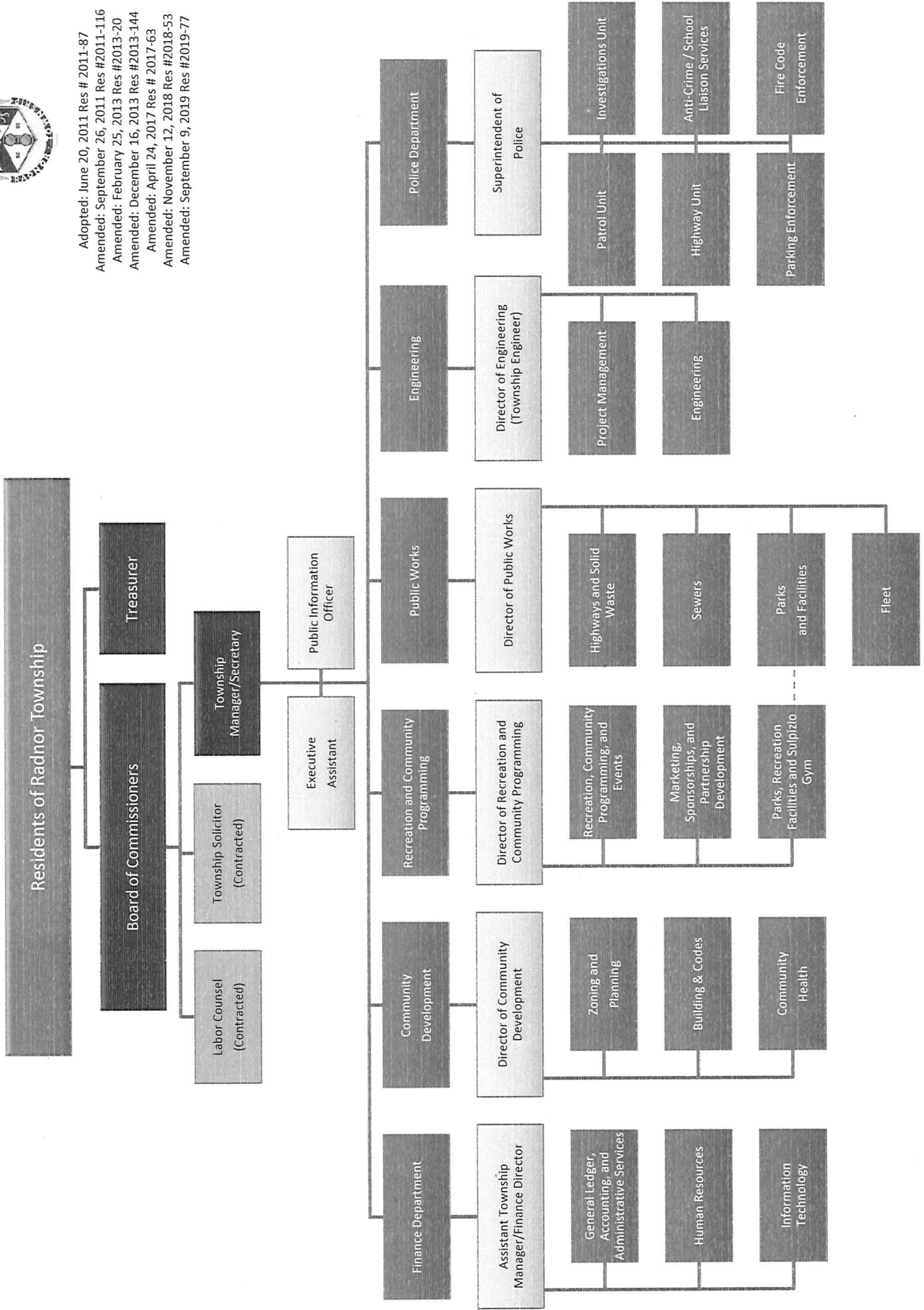
PURPOSE AND EXPLANATION: The Administration reviews departmental organization periodically as opportunities arise due to program changes, personnel changes, etc. The goals of this reorganization are (a) to reduce operating costs, (b) realign certain business processes seeking greater customer service and efficiency, (c) reallocating resources to address project delivery, and (d) to provide direct supervision to certain areas needing more attention. During the interview process for the Public Information Officer, it was determined that this person would be better suited reporting directly to the Township Manager (instead of the Finance Director as initially contemplated). Therefore, several moving pieces are included in this amendment to document to the move are as follows:

1. Public Information Officer [New with the 2018 Org Chart] and the *existing* part-time Cable, Web and Communication Coordinator positions move from the Finance Department to the Administration department
2. Police: The Assistant Supervisor of Auxiliary Services position is reinstated and filled by reassigning an *existing* employee [from Finance]
3. Police: Replaces a Secretary 1 position with an Executive Secretary to the Police Superintendent position [to be filled by an *existing* employee]

FISCAL IMPACT: There is no fiscal impact resulting from these changes, except a proposed higher wage for the Executive Secretary to Police Superintendent position as outlined in Resolution 2019-78. The PIO position was filled at the amount included with the 2019 Budget, including the savings realized by not filling the position until mid-June (when the position was budgeted for the full year). Also, there was no fiscal impact resulting from reassigning the various other employees.

RECOMMENDED ACTION: The Administration respectfully requests that the Board of Commissioners adopts Resolution 2019-77 and the accompanying organizational chart at the September 9, 2019 meeting.

RADNOR TOWNSHIP ORGANIZATIONAL CHART

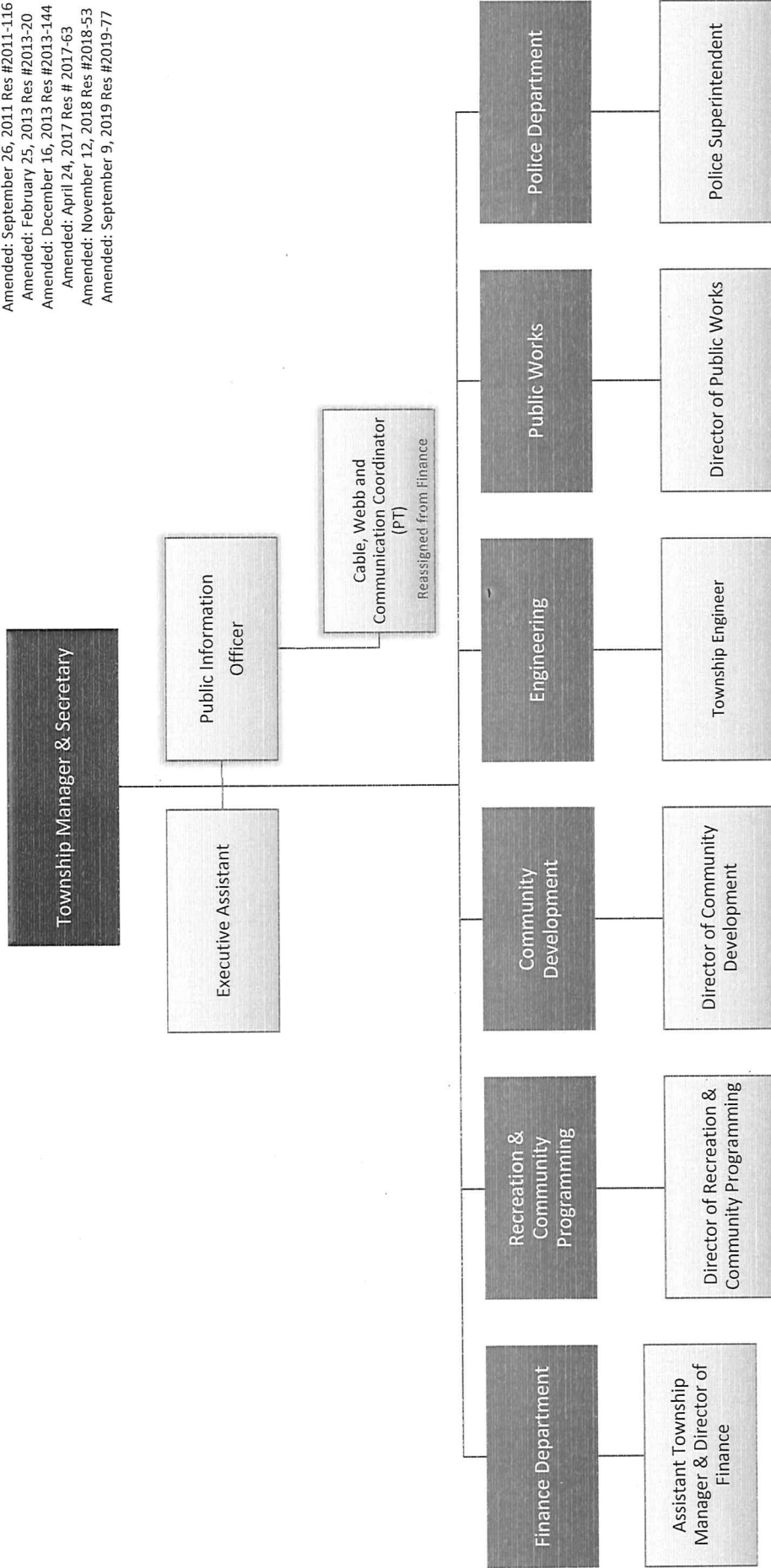


Adopted: June 20, 2011 Res # 2011-87
 Amended: September 26, 2011 Res #2011-116
 Amended: February 25, 2013 Res #2013-20
 Amended: December 16, 2013 Res #2013-144
 Amended: April 24, 2017 Res # 2017-63
 Amended: November 12, 2018 Res #2018-53
 Amended: September 9, 2019 Res #2019-77

RADNOR TOWNSHIP ADMINISTRATION



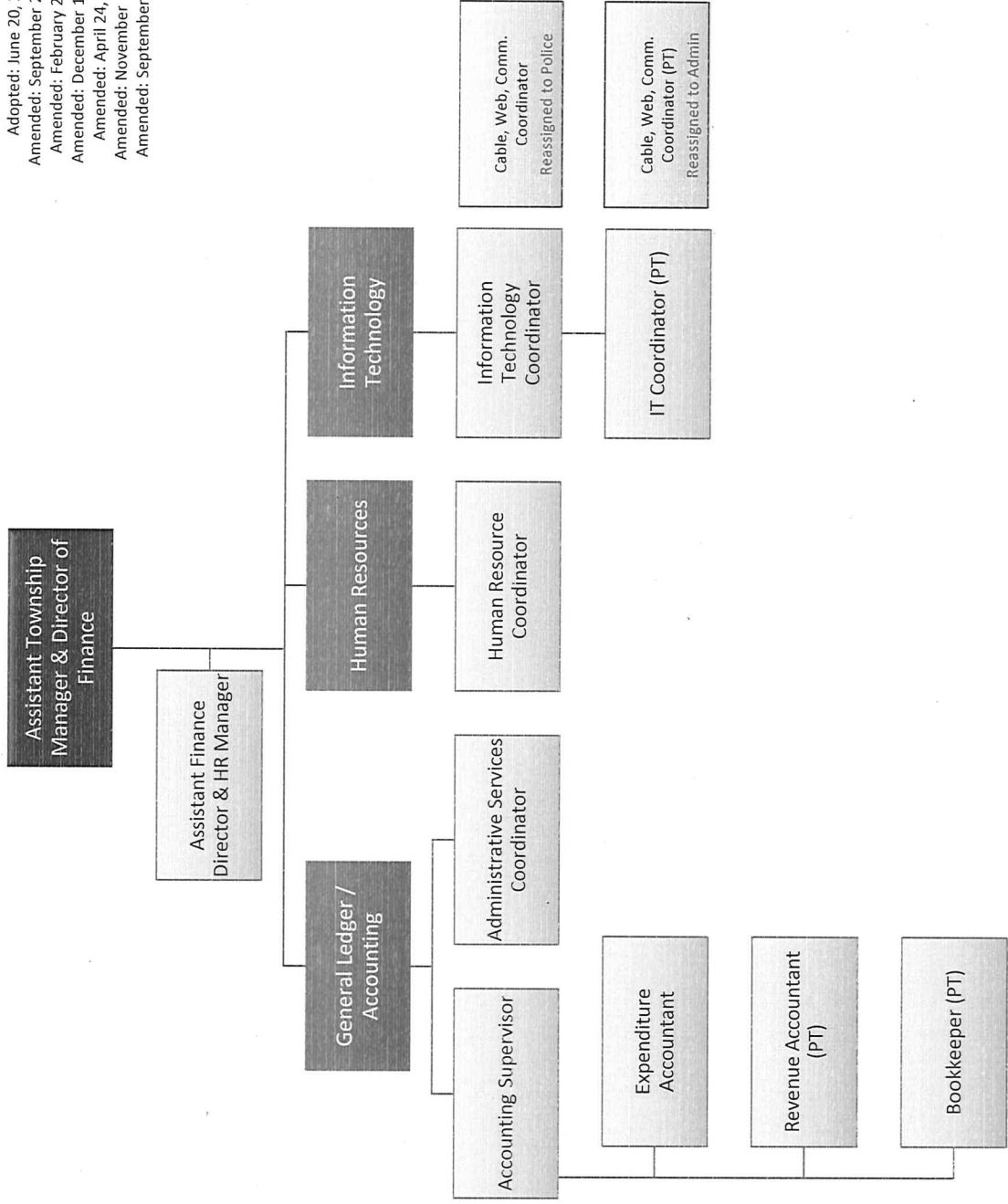
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RADNOR TOWNSHIP FINANCE



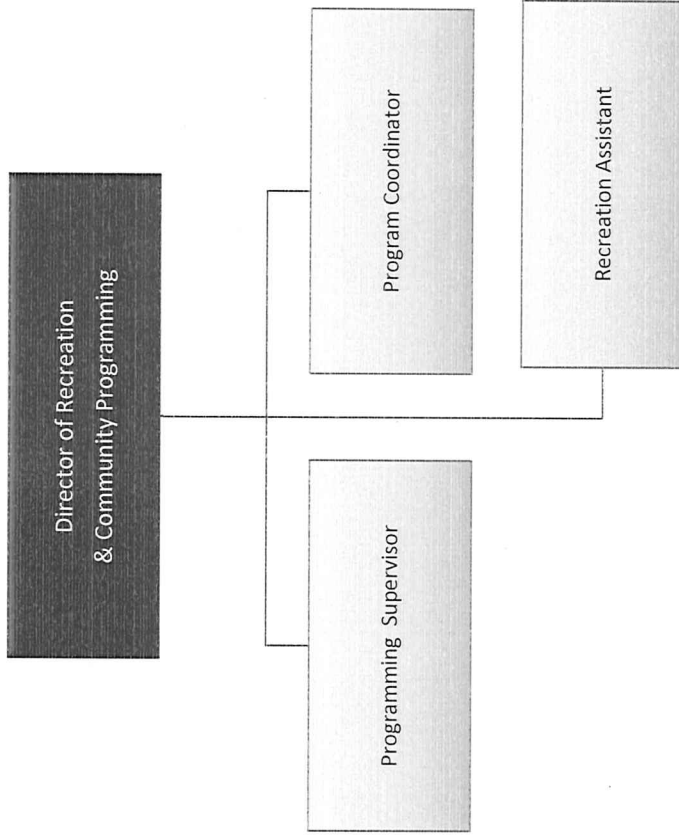
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RADNOR TOWNSHIP RECREATION & COMMUNITY PROGRAMMING



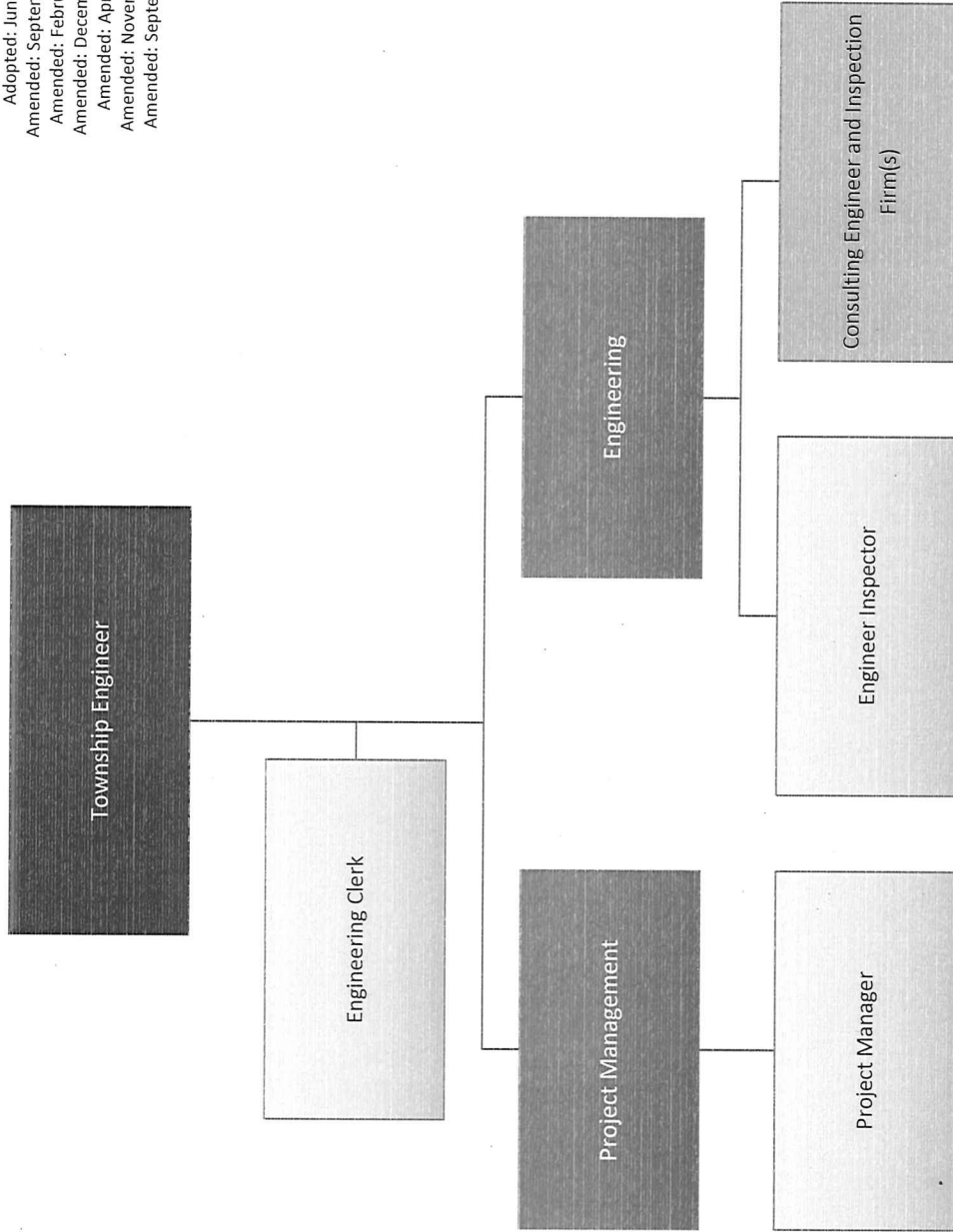
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RADNOR TOWNSHIP ENGINEERING



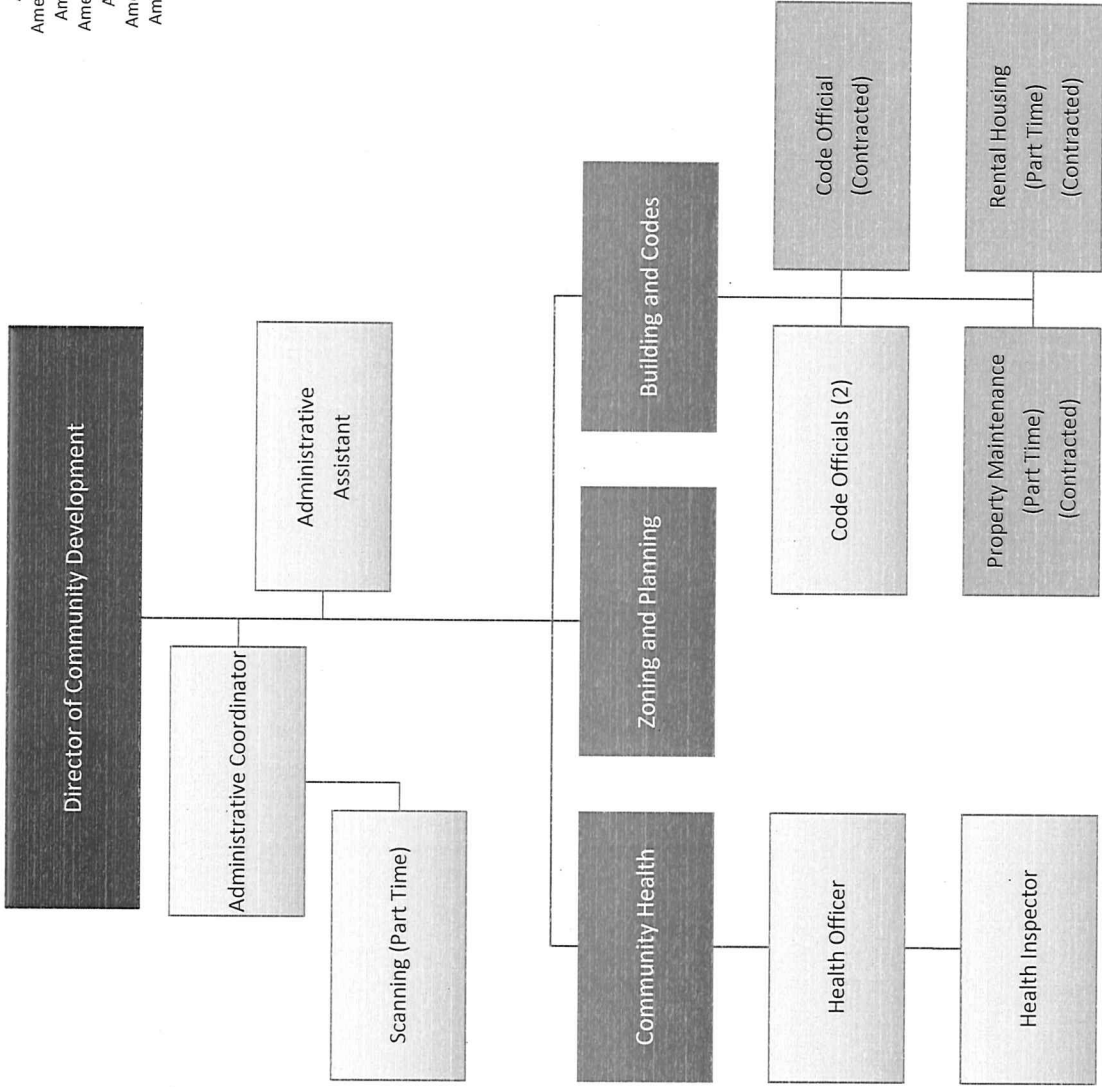
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RADNOR TOWNSHIP COMMUNITY DEVELOPMENT



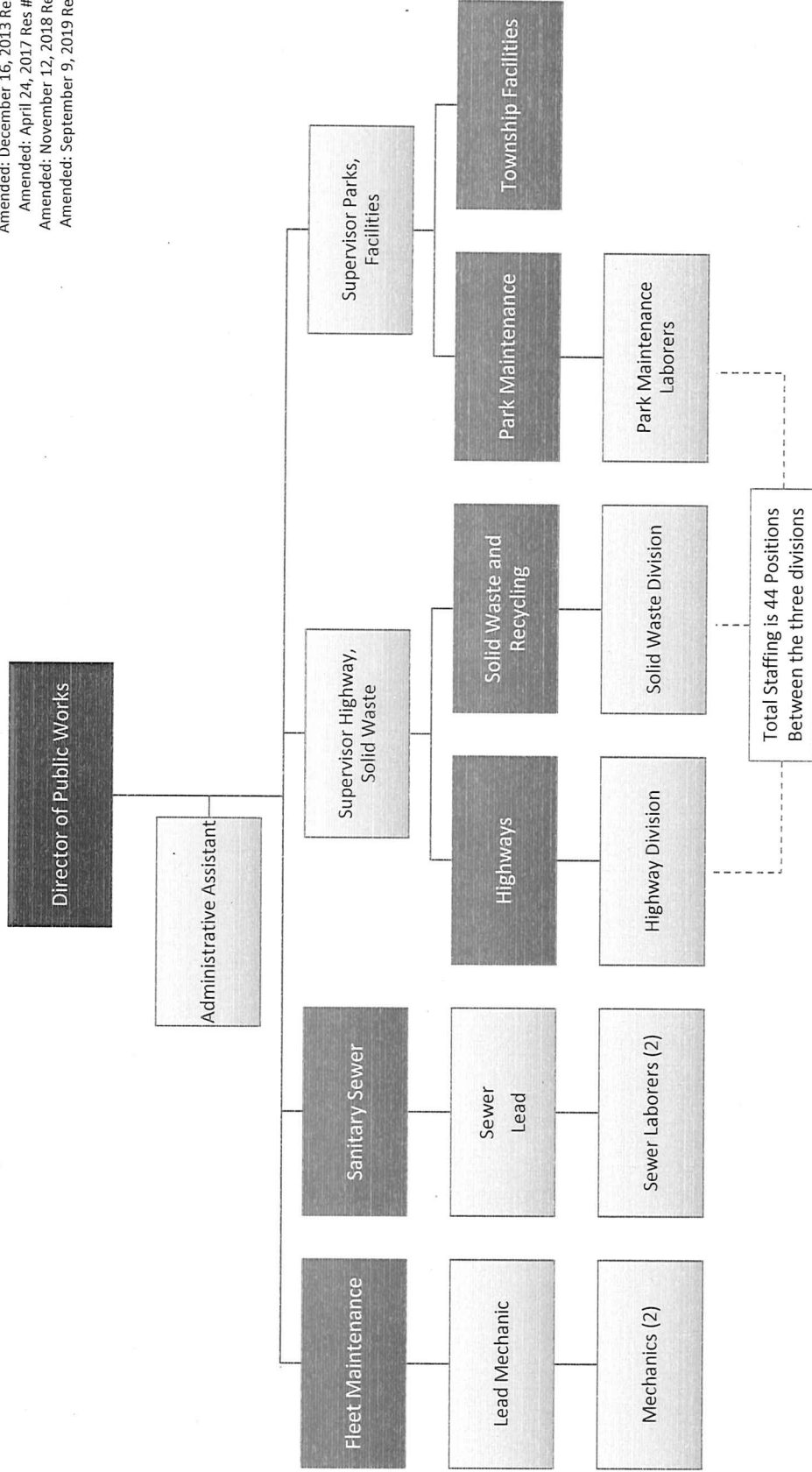
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RADNOR TOWNSHIP PUBLIC WORKS



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 Amended: February 25, 2013 Res #2013-20
 Amended: December 16, 2013 Res #2013-144
 Amended: April 24, 2017 Res # 2017-63
 Amended: November 12, 2018 Res #2018-53
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RADNOR TOWNSHIP POLICE



Adopted: June 20, 2011 Res # 2011-87
 Amended: September 26, 2011 Res #2011-116
 Amended: February 25, 2013 Res #2013-20
 Amended: December 16, 2013 Res #2013-144
 Amended: April 24, 2017 Res # 2017-63
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