

**RESOLUTION NO. 2023-66**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING THE PROPOSAL OF GRIM, BIEHN & THATCHER TO UPDATE THE ADMINISTRATIVE CODE, CHAPTER 5 OF THE RADNOR TOWNSHIP CODE OF ORDINANCES AT A COST NOT TO EXCEED \$12,000.00.**

**WHEREAS**, the Administrative Code, Chapter 5, of the Township Code of Ordinances was originally enacted in 1977 and there has been no substantial updates of the Chapter 5 since that time; and

**WHEREAS**, the Administrative Code is in need of being updated for consistency with current state law and current township ordinances.

**NOW, THEREFORE**, it is hereby resolved that the Board of Commissioners does hereby approve the proposal to update and revise the Administrative Code from Grim, Biehn & Thatcher, dated May 11, 2023, attached to this Resolution as Exhibit "A"; in an amount not to exceed \$12,000.00.

**SO RESOLVED** this 17 day of July, A.D. 2023

**RADNOR TOWNSHIP**

By: Moira Mulrone  
Name: Moira Mulrone  
Title: President

ATTEST:

William White  
William White  
Manager/Secretary

MARY C. EBERLE  
JOHN B. RICE  
DIANNE C. MAGEE \*  
DALE EDWARD CAYA  
DAVID P. CARO ♦  
DANIEL J. PACI ♦ †  
JONATHAN J. REISS ♦  
GREGORY E. GRIM †  
PETER NELSON \*  
PATRICK M. ARMSTRONG  
MATTHEW E. HOOVER  
KELLY L. EBERLE \*  
COLBY S. GRIM  
MICHAEL K. MARTIN  
JOEL STEINMAN  
MITCHELL H. BAYLARIAN  
WILLIAM D. OETINGER  
SEAN P. DUFFY  
DANIEL P. MARTIN

\* ALSO ADMITTED IN NEW JERSEY  
♦ ALSO ADMITTED IN NEW YORK  
† MASTERS IN TAXATION  
◆ ALSO A CERTIFIED PUBLIC ACCOUNTANT

LAW OFFICES  
**GRIM, BIEHN & THATCHER**

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ESTABLISHED 1895 AND 1956,  
RESPECTIVELY

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May 11, 2023

William White, Township Manager  
Radnor Township  
301 Iven Avenue  
Wayne, PA 19087

**Re: Administrative Code Update**

Dear Bill:

Per our discussion, I have set forth below a proposal for an update of the Administrative Code, Chapter 5 of the Township Code. Chapter 5 was originally adopted in 1977 subsequent to voter approval of the Township Home Rule Charter. There have been piecemeal updates of certain sections of the Code over the years, however, much of the Code is outdated or in need of an update. For example, Article 8 of Chapter 5 entitled "Personnel Policies" contains a detailed salary schedule from 1989 and other provisions which have been superseded by collective bargaining agreements and Board action. There are other provisions such as Section 5-70 "Civil Service" which has been consistently updated over the years from its initial enactment in 1981. That particular section will need little or no update since the last amendment to it was in 2020.

It is anticipated that the cost to update Chapter 5 would be between \$10,000 and \$12,000. This would include consultation with the police department, the administration and consultants such as Joe Rudolph to receive their input. In addition to updating what is currently on the books, we anticipate adding new sections to the Administrative Code which are not currently present and would contribute to the efficiency of the Township operations. We would treat this as a special project for billing purposes and once approved by the Board, we would begin immediately by reviewing the existing Code and deleting the obviously outdated material. Once we have a good draft which can be recommended to the Board of Commissioners, we would make that presentation to the Board at a public meeting.

If you have any questions regarding the enclosed, please call me, otherwise, I would request that this proposal be placed on the Board's agenda in June. Thank you for your kind consideration.

Sincerely,

**GRIM, BIEHN & THATCHER**

By: 

John B. Rice

JBR/pph  
cc: H. Peter Nelson, Esquire

