

RESOLUTION NO. 707

**BOROUGH OF MALVERN
CHESTER COUNTY, PENNSYLVANIA**

A Resolution authorizing the Historic Commission to permit unpaid volunteers to assist in certain Historic Commission business.

BACKGROUND

WHEREAS, pursuant to §25-29 L. of the Administrative Code of the Borough of Malvern as codified in Chapter 25, Article VI of the Code of Ordinances of the Borough of Malvern, the Borough Council has heretofore delegated and charged the Historic Commission with certain duties; and

WHEREAS, the Historic Commission has certain duties related to cataloging and inventory of certain resources currently in its possession; and

WHEREAS, a member of Borough Council and the Historic Commission, Zeyn Uzman, has offered to provide the services of an individual to assist the Historic Commission in the aforementioned duties of the Historic Commission at no cost to the Borough of Malvern; and

WHEREAS, the Borough Council, in the interest of transparency and full disclosure seeks to permit the aforementioned individual to assist the Historic Commission subject to certain terms and limitations; and

WHEREAS, the Borough Council has determined that the authorization of the Historic Commission to utilize unpaid volunteers, subject to certain terms and limitations, is in the interest of the Borough;

MATTERS RESOLVED

NOW THEREFORE, Borough Council hereby RESOLVES as follows:

1. The Historic Commission is hereby authorized to engage one or more individual(s) as a volunteer to assist in the duties of the Historic Commission (hereinafter a "Volunteer") subject to the terms described herein.
2. The services of any Volunteer working on behalf of the Historic Commission shall be at the discretion of the Historic Commission which may amend the nature of such services, or terminate such services, at any time.
3. The Historic Commission shall not engage, continue, or tolerate the services of any Volunteer in contravention of the direction of the Borough Council.
4. The Historic Commission shall not engage, continue, or tolerate the services of any

volunteer in contravention of the direction of the Borough Manager who shall be authorized to temporarily or permanently bar any individual from serving as a Volunteer, provided that the Borough Council ratifies such decision via resolution within thirty (30) days of such decision by the Borough Manager.

5. All services of the Volunteer shall be without compensation or remuneration of any kind whatsoever. To avoid any confusion, the foregoing prohibition includes, without limitation, prohibits: the payment of any salary or wages; the reimbursement of any expense incurred by or for the benefit of such volunteer; the payment or accrual of any health insurance or benefit, unemployment insurance or compensation, payroll tax, or workers' compensation insurance; and the conveyance of any gift by the Borough to such Volunteer.
6. No employee of the Borough shall be engaged as a volunteer under any circumstances.
7. No volunteer shall be authorized to bind or execute any agreement or instrument of any type on behalf of the Historic Commission or the Borough.
8. No volunteer shall be empowered to handle, or entrusted with the care or possession of the Borough's funds.
9. No volunteer shall be entrusted with the care or possession of the Borough's personal property unless such care or possession is under the direct, personal supervision of a member of the Historic Commission.
10. To the extent applicable, each and every volunteer shall comply with requirements for background checks or other screening as may be required by law.
11. Each and every Volunteer shall be provided with a copy of this Resolution and complete and execute the Volunteer Information Sheet, Acknowledgement & Agreement document attached hereto as Exhibit "A", prior to beginning any services for the Historic Commission.

Passed by Borough Council,

this 15 day of March, 2016.



David G. Bramwell, President

Approved by the Mayor,

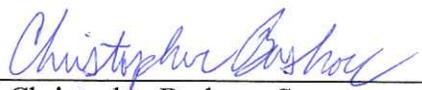
this 15 day of March, 2016.



David B. Burton, Mayor

Enacted,

this 15 day of March, 2016.



Christopher Bashore, Secretary

Volunteer Information Sheet,
Acknowledgement & Agreement

Volunteer Name			Home Telephone Number
Volunteer Address			Mobile Telephone Number
City	State	ZIP	Email Address
Emergency Contact Person			Emergency Contact Telephone Number
Relationship to Volunteer			Alternate Emergency Phone (Optional)

I, the undersigned, have been provided with a copy of Resolution _____ (the "Historic Commission Volunteer Resolution") of the Borough Council of the Borough of Malvern describing the nature of my engagement as a volunteer for the Malvern Historic Commission. I understand the terms of the Historic Commission Volunteer Resolution and intending to be legally bound thereby, I agree to those terms.

To avoid any confusion or ambiguity, and without any change whatsoever to the terms of the Historic Commission Volunteer Resolution, intending to be legally bound, I understand and agree as follows:

1. My engagement as a volunteer for the Historic Commission will be without any type of compensation or reimbursement.
2. My engagement as a volunteer for at will and the Historic Commission may amend the nature of those services at any time; and also that
3. My engagement as a volunteer for the Historic Commission may be terminated by the Historic Commission, the Borough Council, or the Borough Manager at any time and for any reason.

AGREED this _____ day of _____, 20_____

Volunteer Signature

