

**BOARD OF SUPERVISORS
MEETING MINUTES
FEBRUARY 4, 2015
7:00 P.M.**

MEMBERS PRESENT:

Richard Scott-Harper, Chairman
David Connors, Vice Chairman
Robert Hittinger
Robert Weer

STAFF/OTHER PRESENT:

Steve Brown, Township Manager
Shane Kinsey, Public Works Director
Natasha Nau, Finance/HR Director
Trish Fagan, Interim Township Secretary
9 Audience Members

ABSENT:

Michael Pickel

PLEDGE OF ALLEGIANCE

Mr. Scott-Harper led the audience in the pledge of allegiance.

I. CALL TO ORDER

Mr. Scott-Harper called the meeting to order at 7:00 p.m. and announced that an executive session was held prior to the meeting to discuss personnel issues.

II. PUBLIC COMMENT

Mr. Scott-Harper called for any public comment. No comments were received.

III. CORRECTION/APPROVAL OF MINUTES

The January 5, 2015 meeting minutes of the Board of Supervisors were reviewed. Mr. Scott-Harper made a motion to approve the minutes, which was seconded by Mr. Hittinger. The motion carried by a vote of 4-0.

IV. STAFF REPORTS FOR JANUARY 2015

Codes

Mr. Brown gave a synopsis of the content of the report prepared by the Code Official, Mr. Kirk. Mr. Connors asked Mr. Brown to thank Mr. Kirk for his enforcement report.

Public Works

Mr. Kinsey stated that his written report is included with the Board of Supervisors packets for the meeting. He reported that the department dealt with 7 snow/ice events in January. Mr. Kinsey also reported that Dave Mattson, Dwight "Ike" Myers and Mike Tome received their "Road Scholars" Certification from LTAP. Mr. Scott-Harper asked Mr. Kinsey to thank them for completing the program and also stated that the Board of Supervisors is supportive of education for the road crew.

Mr. Weer asked about the status of AED's and requested that they be ordered as soon as possible.

Finance Report

The financial report was submitted to the Board. Ms. Nau reported that the revenues for January were uneventful with the amount received being \$194,000.00. Collections from the Real Estate Tax Collector are good with the face value amount for 2015 being \$620,000.00. Ms. Nau also reported that the expenditures for January were high as many of the annual costs, e.g. insurance, fire and ambulance payments, etc. were paid and salt costs were high. The month yielded a negative balance of \$126,000.00. Mr. Connors made a motion to approve the January financials as presented, which was seconded by Mr. Weer. The motion carried by a vote of 4-0.

Odor Report

Mr. Brown reported that 4 emails were received by DEP in January. Mr. Connors reported that Nutra Soils was mentioned on the violations from DEP. He asked Mr. Brown to request more information on the violations.

State Police

The state police report was presented to the Board showing 216 incidents in December.

Inniscrone Golf Course

Mr. Bolko reported that the golf course ended 2014 with a loss of \$25,000.00. He stated that contributing to the loss were a soft August and September and bad golf weather in November and December. Taxes and medical benefits for employees also contributed to the loss. Mr. Bolko also reported that they are \$18,000.00 ahead of last year at this time for prepaid membership. This year the clubhouse will offer an expanded lunch menu that will be offered to golfers as well as the general public. No additional staff will be required.

V. FIRST BUSINESS

Chester County Agricultural Preservation Challenge Grant

Mr. Brown reported that the owners of the Klotzbach property on Glen Willow Road are interested in moving forward with the Chester County Agricultural Preservation Challenge Grant. The County is asking the Township to pledge their participation by providing matching funds. Mr. Brown stated that the money will come from the open space fund and our estimated share is \$108,000.00. Mr. Connors made a motion to pledge participation for the Klotzbach property to receive the grant, which was seconded by Mr. Weer. The motion carried by a vote of 4-0.

McCarson Zoning Hearing Application

Mr. Brown reported that the applicant is seeking a variance from Section 27-202 of the Township Zoning Ordinance requiring a 10' setback from any property line for a shed. They are requesting to have a 2' setback to place a shed due to the odd shape of the rear yard which is triangular. The Board decided to not take any action on this application.

VI. OLD BUSINESS

Stroud Water Monitors Agreement and Location

Mr. Brown reported that the agreement for the water monitors via Stroud Water Research Center was reviewed by the Township Solicitor. The location of the monitors is to be determined by the Board and will require permission from homeowners if placed on private property. After discussion by the Board it was decided to place the monitors upstream and downstream of the Township garage for three (3) weeks and then move them to either side of the stream that runs through Nutrasoils. Mr. Connors made a motion to sign the Agreement and place the monitors upstream and downstream of the Township garage for three (3) weeks, which was seconded by Mr. Weer. The motion carried by a vote of 4-0.

PSATS Voting Delegate

The Board discussed who is planning to attend the PSATS Conference in April and would be available on the Tuesday morning to be the voting delegate. Mr. Hittinger suggested that since Mr. Brown will be attending the conference for more than one day that he should be the voting delegate. Mr. Weer made a motion to appoint Mr. Brown as the voting delegate for the PSATS Conference, which was seconded by Mr. Connors. The motion carried by a vote of 4-0.

Resolution No. 637, Amending Credit Card Usage Policy

Ms. Nau explained to the Board that Resolution No. 631, Credit Card Usage Policy adopted at the December 3, 2014 meeting needs to be amended after being reviewed by Mr. Kinsey as changes are necessary for items relating to the Public Works Department. Mr. Hittinger made a motion to adopt Resolution No. 637, Amending the Credit Card Usage Policy, which was seconded by Mr. Weer. The motion carried by a vote of 4-0.

VII. NEW BUSINESS

Comcast Franchise Agreement

Mr. Brown provided the Board with a comparison of two agreements from different entities for cable services. One model is from Greensburg, PA which was negotiated by Cohen Law Group, a law firm near Pittsburgh that specializes in this area. The second model is from a Delaware County Council of Governments (COG) that was recently accepted by Comcast, which was also negotiated by the Cohen Law Group. Mr. Brown explained that he provided the information to bring the Board into

the process for comments and direction. After discussion the Board was in agreement to use the Delaware County COG model with Beatty Lincke reviewing it prior to signing. Mr. Hittinger asked Mr. Brown to negotiate a signing bonus for the Township. The Board authorized Mr. Brown to move forward with the process.

West Grove Ambulance - Agreement Amendment

The Board reviewed the Agreement Amendment which increases the amount the Township will pay for ambulance service by \$1,123.00. The increase is based using a formula agreed to by all Townships serviced by West Grove Fire Company ambulances. Mr. Weer stated that in the last two sentences of the agreement in Item 4, Obligation of the Fire Company, the word "Municipality" should be changed to "Fire Company". Mr. Connors made a motion to approve the Agreement Amendment with the corrections stated by Mr. Weer made, which was seconded by Mr. Weer. The motion carried by a vote of 4-0.

West Grove Ambulance - Intermunicipal Agreement

Mr. Connors stated that the draft agreement that was presented to the Board needs to include language to address Municipalities that use more than one Fire Company/Ambulance service as it will affect the prorated numbers in the agreement. Mr. Weer stated that under the insurance section on page 3, the 30 days for the Fire Company to replace a terminated or expired policy is too long; immediate notification and replacement should be required. Mr. Weer also had questions about payment to the arbitrators. Mr. Connors will relay the concerns to the members of the ad hoc committee.

Change in Agenda Order

Mr. Scott-Harper moved the Powers/Dutton Extension up on the Agenda so that Mrs. Powers does not have to stay until the end of the meeting. Mr. Connors made a motion to accept the extension letter for the Powers/Dutton Subdivision Plan review until May 13, 2015, which was seconded by Mr. Hittinger. The motion carried by a vote of 4-0.

Resolution for Schedule of Fees

Mr. Scott-Harper announced that this item is tabled.

Resolution No. 636, Records Destruction

Mr. Connors made a motion to adopt Resolution No. 636, Records Destruction, which was seconded by Mr. Hittinger. The motion carried by a vote of 4-0.

COSTARS Salt Agreement

Mr. Kinsey provided the Board with a memo explaining that the Township would need to enter into an agreement with the State to purchase bulk salt through the PA COSTARS State Contract. Mr. Hittinger made a motion to enter into an agreement

to purchase bulk salt through the COSTARS Program, which was seconded by Mr. Connors. The motion carried by a vote of 4-0.

VIII. PLANS

Chatham Acres Escrow Release Request

Mr. Weer made a motion to deny the escrow release request for Chatham Acres in the amount of \$1,187,942.08 based on the recommendation by Ragan Engineering Associates, Inc. letter dated January 27, 2015, which states that many of the items on a punchlist have not been addressed by the developer. The motion was seconded by Mr. Connors. The escrow release request was denied by a vote of 4-0.

Outside Unlimited Escrow Release

Mr. Connors made a motion to approve the release of \$64,466.00 based on the recommendation by Ragan Engineering Associates, Inc. letter dated January 27, 2015. The motion was seconded by Mr. Hittinger and carried by a vote of 4-0.

Adjournment

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Trish Fagan
Interim Township Secretary