

**LONDON GROVE TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
May 4, 2016 - 7:00 P.M.**

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**MEMBERS PRESENT:**

Richard Scott Harper  
David Connors  
Robert Weer

**STAFF PRESENT:**

Steven C. Brown, Township Manager  
Shane Kinsey, Public Works Director  
Jacqui Guenther, Finance Director  
Dawn Maciejczyk, Administrative Assistant  
Tom Bolko, Inniscrone Golf Club  
30 audience members

**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 7:03 p.m.

**Audit discussion**

Ms. Pamela Baker, Barbacane Thornton, presented the 2015 audit to the Board. She discussed that there are four major areas that they review; cash transactions, revenue, expenditures in and out and payroll. They look to see that the proper controls are being followed and are recorded correctly in QuickBooks and the ledgers. Ms. Baker said that it was a clean audit. Her only recommendation is that she suggest showing transfer transitions in and transfer transitions out each month of each fund.

**II. PUBLIC COMMENT:**

Mr. Scott Harper asked for any public comment. A resident asked to discuss the closing of the dog park. Mr. Scott Harper explained that the dog park topic will be discussed under the Public Works report.

Mr. Richard Gaw, Chester County Press, asked where the fifth member of the Board of Supervisors, Mr. Schoen is this evening? Mr. Scott Harper stated that he is absent. Mr. Gaw asked if any members of the Board have been in contact with Mr. Schoen? Mr. Scott Harper said yes, he is choosing to remain absent at this time. Mr. Gaw asked if he is going to be removed from the Board. Mr. Scott Harper said as our solicitor has stated, there is nothing that the Board of Supervisors can or will do to remove Mr. Schoen from this Board.

A representative from ABVM Charter School asked for permission to host a carnival fund raiser. Mr. Brown explained that this is not something that is permitted in that zoning district. Mr. Scott Harper asked that she call Mr. Brown at the Township Building tomorrow to discuss the idea and the plans.

Mr. DiFrancesco asked why the Township is no longer hosting drop-off days at SECCRA? Mr. Kinsey stated that at this time the Township does not have a recycling coordinator and there has been a decline in participation numbers. The Township has a cost for Staff to host the event. Mr. Scott Harper asked that Mr.

Brown and Mr. Kinsey look into it and see about reinstating the event.

### **III. CORRECTION/APPROVAL OF MINUTES**

The meeting minutes of February 22, 2016 were reviewed. A motion was made by Mr. Connors to approve the meeting minutes of February 22, 2016, seconded by Mr. Weer and approved by a vote of 3-0.

The meeting minutes of April 6, 2016 were reviewed. A motion was made by Mr. Connors to approve the meeting minutes of April 6, 2016, seconded by Mr. Weer and approved by a vote of 3-0.

### **IV. REPORTS FOR APRIL 2016**

#### **Code Department**

Mr. Brown presented the Codes Department report as prepared by Mr. Kirk and Mrs. Zunino. Mr. Weer asked if 565 E. Baltimore Pike was issued a sign permit? Mr. Brown said he would look into it with Mr. Kirk. Mr. Connors asked Mr. Brown for an update on the Whyte property? Mr. Brown said that SECCRA has become involved in the process of cleaning up the property and they have removed approximately 40-50 tons of trash so far. Mr. Kirk is still working with Mr. Whyte on the property.

#### **Inniscrone Golf Course**

Mr. Tom Bolko, General Manager, reported the golf course revenues for April. Mr. Bolko stated that the golf course revenues are up 2% over April 2015 even though they had a very wet start to the month.

Mr. Scott Harper said that he received a phone call from the Vo-Tech and they are very happy with the golf cart that was donated to them last year. They did repair it and it is running great now. They also wanted to know if Inniscrone had anymore that they would like to donate. Mr. Bolko said yes, there is another cart at the Golf Course that they can have.

#### **Public Works**

Mr. Scott Harper reviewed last month's decision to close the dog park due to waste not being disposed of properly. He then opened the meeting for comments. Mr. Joseph Young, resident, suggested that the toy basket be removed or made into a waste basket. An interested party who works at Pet Supplies Plus suggested they may be willing to come clean the park in exchange for a sign or so to advertise for them. Mr. Young also suggested a few more trash cans along the trails.

Other residents suggested that the trash cans be moved to outside the gates so that they are easily accessible. Some other suggestions included: posting of possible fines, self-policing, mark trash and recycling cans better and post signs to state when the park closes.

Ms. Ginny Brosius said that she has not seen much dog waste, but has concerns with the cans not being marked. She is also concerned that the park was closed so abruptly and that it was not discussed with people to solve the problem. She suggests a meeting to develop a monitoring plan. Ideally, a volunteer committee would be created to pick up and monitor the park. Another resident said that he has a small group that goes to the park on weekends to pick-up trash and he likes the

idea of a meeting at the park.

Mr. Kinsey said he has a few comments. First, there is a Friends of Goddard Park (FOGP) group that goes to the park the first Saturday of the month to clean and take care of the park. He said as far as the trash cans go the Township will put correct wording on the cans to make them more user friendly. Mr. Kinsey said that the Parks and Recreation Board has tried to have meetings with the park users and they have not had any success. He also said that the Parks and Recreation Board minutes and agendas are posted to the Township website.

Mr. Connors suggested that the Parks and Recreation Board get involved with the residents to come back to the Board of Supervisors in three to six months to discuss their recommendations.

Mr. Weer made a motion to reopen the dog park as of Thursday, May 5, 2016, seconded by Mr. Connors and approved by a vote of 3-0.

#### **Appointment to the Library Board**

Mr. Mark Ungenmach, Avon Grove Library Board President, recommended the appointment of Mr. Walter Borys to the Avon Grove Library Board.

Mr. Weer made a motion to appoint Mr. Borys to the Avon Grove Library Board, seconded by Mr. Connors and approved by a vote of 3-0.

#### **D. Mattson Zoning Hearing Board application**

Mr. Connors suggested that the Board send a positive message in favor of the appeal to the Zoning Hearing Board. The Board agreed.

#### **Public Works Department report**

Mr. Kinsey presented the Public Works Department report. Mr. Kinsey reviewed the T-Wall bid award as well as the required action items for the new buildings construction project.

#### **T-Wall bid award**

Mr. Kinsey reviewed that the Township has bid the T-Wall storage bins for the Public Works Project. The Township received one bid from Keystone Concrete Products of New Holland in the amount of \$45,495. Mr. Kinsey recommends awarding this bid.

Mr. Connors made a motion to award the bid to Keystone Concrete Products of New Holland in the amount of \$45,495, seconded by Mr. Weer and approved by a vote of 3-0.

#### **New Public Works Buildings Action items**

Mr. Kinsey said that the electrical design has been completed and the Public Works Department is requesting authorization to bid the work. Mr. Kinsey also said the sewer design has also been completed and the Public Works Department is requesting authorization to procure applicable piping and components and to begin installation.

Mr. Connors made a motion to approve the action items as requested by Mr. Kinsey, seconded by Mr. Weer and approved by a vote of 3-0.

### **Public Works Building design**

Mr. Kinsey said that the new Public Works Building design plans will be complete before the June 1, 2016 meeting. The Board of Supervisors asked Mr. Kinsey to set up a special meeting to discuss the plans.

Mr. Scott Harper asked Mr. Kinsey to follow up with the State regarding the storm drains at Route 926 and Route 841. He said that they called the State over a year ago to clean out the storm drains and they only cleaned the covers, not the drains themselves. Mr. Kinsey said he would look into it.

Mr. Connors thanked Mr. Kinsey for the Public Works Department's part in helping Election Day run so smoothly. Mr. Scott Harper asked that the Township write thank- you letters to the Cochranville Fire Company and SECCRA for donating their tower lights for the day.

### **Finance Report**

The Financial Report was reviewed with the Board by Ms. Guenther. Mr. Connors asked where the Township is with the Delchester arbitration? Mr. Brown said that the arbitration was never transcribed but it will be now and the Township should be receiving a decision. Mr. Connors discussed a five year projection he worked on with Mr. Brown and Ms. Guenther. He will finalize the projection and provide a copy for the Board. Mr. Weer made a motion to approve the Finance Report as presented. Mr. Connors seconded the motion and it was approved by a vote of 3-0.

### **Odor Report**

Mr. Scott Harper stated that the Township received one phone call about odor; also the Department of Environmental Protection (DEP) reported 11 emails. There were no questions from the Board.

### **State Police report**

Mr. Scott Harper reviewed the March 2016 State Police report, it showed 171 incidents opposed to 172 incidents in February 2016. There were no comments or questions.

### **Water Monitors report**

Mr. Kinsey stated that in order to do the last test they are waiting for an adequate storm to come through. Stroud Water Research Center would like the Township to get a base sample and then a sample directly before and after the storm.

## **V. HEARINGS**

### **Boddorf Open Space easement expenditure**

Mr. Scott Harper opened the meeting. Mr. Brown reviewed the memo from Beatty Lincke in regards to the Boddorf Open Space easement expenditure. The cost to the Township would be \$14,915. Mr. Connors made a motion to close the hearing, seconded by Mr. Weer and approved by a vote of 3-0.

## **VI. FIRST BUSINESS**

### **Resolution No. 655 - Boddorf**

It was noted the dollar amount should be changed to \$14, 915. Mr. Connors

made a motion to approve Resolution No. 655, seconded by Mr. Weer and approved by a vote of 3-0.

**Boddorf easement agreement**

Mr. Connors made a motion to approve the Bofforf easement agreement, seconded by Mr. Weer and approved by a vote of 3-0.

**Bankoski Zoning Hearing Board application**

The Board of Supervisors choose not to comment on the Bankoski Zoning Hearing Board application for a special exception and variance to construct a detached garage on an existing single family lot.

**VII. OLD BUSINESS**

**Woodford Zoning Hearing Board decision**

The Board of Supervisors choose not to take action on the decision made by the Zoning Hearing Board in regards to the appeal of Amy Woodford for a variance to construct an addition onto an existing single family detached dwelling.

**VIII. NEW BUISNESS**

**Deer tick control**

Mr. Brown explained that he has conducted a preliminary investigation on the possibility of purchasing and installing deer tick control devices commonly known as the "4-poster system". If purchased, these systems would be installed on Township owned properties. The system provides feed for the deer who put their heads through rollers treated with a "tickicide". The chemical kills the deer tick and helps to prevent the spread of Lyme disease. Mr. Scott Harper asked Mr. Brown to check on why the Township decided not to move forward with this years ago. Mr. Brown is to review this idea with the Pennsylvania Game Commission and to discuss the existing London Britain Township program with the appropriate person. Mr. Connors would like to move forward with this idea. Mr. Scott Harper suggested that the Township post this information on Facebook and the Township discuss this topic again at the June meeting.

**McCue Road bridge award**

Mr. Kinsey stated that the Township received three bids for the McCue Road bridge project:

- Eastern Highway Specialist Inc.- \$487,647
- Bill Anskis Co Inc- \$383,079
- Ryland Construction Co- \$182,249

The original engineering estimate for the project, provided by Carroll Engineering was \$130,000. Carroll Engineering did offer the following statement regarding the discrepancy:

“Our estimate was prepared in February 2015 prior to completion of the detailed

design work. We appear to have underestimated the efforts for erosion and sedimentation control as well as structural steel repairs and painting. We should have sent you an updated estimate after the design was complete, and apologize for not doing so.”

Mr. Kinsey said given the information provided and the importance of the project, along with the fact that Rybind Construction is PennDOT prequalified he recommends awarding the project to Rybind Construction in the amount of \$182,249.

Mr. Weer made a motion to award the bid to Rybind Construction in the amount of \$182,249, seconded by Mr. Connors and approved by a vote of 3-0.

Mr. Connors asked that the Township start working with McMahon and Associates and less with Carroll Engineering.

#### **Act 42- Alternate Planning Commission members(s)**

Mr. Brown explained that there is now an option for Townships to appoint alternate Planning Commission members. Mr. Scott Harper said he is not in favor of this. Mr. Weer asked if the Planning Commission was having an issue with getting a quorum? Mr. Brown said no. The Board of Supervisors said they are not in favor of this.

#### **Surface treatment award**

Mr. Kinsey reviewed that on April 12, 2016 the Southern Chester County Co-Op opened bids for surface treatment. He recommends the award of the bid to Martin Paving.

The unit price bid with the following cost:

- Double chip seal- \$2.70 per square yards- approximately 11,367 sq. yards
- Single chip seal (selective bar)- \$1.35 per square yards- approximately 30,500 sq. yards

These quantities cover the following General Fund/Liquid Fuels projects:

- Hannum Mill Road- Full length
- Hilton Road- area of bridge construction
- Lamborntown Road- Full length
- Meetinghouse Road- Full length
- Avondale Road- Selective bar patching
- Garden Station Road- Selective bar patching
- Clay Creek Road- Selective bar patching

The total value of the award is approximately \$78,865.90.

Mr. Weer made a motion to award the bid to Martin Paving, seconded by Mr. Connors and approved by a vote of 3-0.

### **Paving Award**

Mr. Kinsey reviewed that on April 12, 2016 the Southern Chester County Co-Op opened bids for Paving in Place. He recommends the award to the low bidder, Longs Asphalt.

The unit price bid is as follows:

- 9.5 mm 1.5' overlay- \$6.50 per square yards-approximately 31,049 square yards
- 9.5 mm leveling at 1' +/- - \$68 per ton- approximately 1640 tons
- 25 mm 5' Mill and Fill Base repair- \$25 per square yards- approximately 3645 square yards

Mr. Weer made a motion to award the bid to Longs Asphalt, seconded by Mr. Connors and approved by a vote of 3-0.

### **X. PLANS**

#### **Outside Unlimited waivers**

Mr. Ken Hoffman, Gilmore Associates, reviewed the revised Outside Unlimited land development plan. He said that they are requesting the following four waivers:

- Submit as a Preliminary/Final plan
- Waive the requirement for Erosion and Sedimentation controls to be submitted to the CCCD for the plan modification.
- Waive the requirement for Erosion and Sediment control plans to be submitted and approved by the Chester County Conservation District (CCCD) for the plan modification
- To allow the proposed BMP for the plan modification to have an infiltration footprint of 8:1 for both pervious and impervious drainage areas.

Ragan Engineering Associates, and the Township Planning Commission support approving the waivers.

The Board would like Mr. Ragan to confirm Mr. Demchak's comments regarding the CCCD review. Mr. Scott Harper had a question on putting the stormwater basin underground; he would like to discuss it with Mr. Ragan.

Mr. Weer made a motion to approve the submittal of the plans as Preliminary/Final plans, seconded by Mr. Connors and approved by a vote of 3-0.

Mr. Connors made a motion to approve the final three waivers subject to Mr. Ragan's comments, seconded by Mr. Weer and approved by a vote of 3-0.

#### **Boyle Land Development plan**

Mr. Matt Connors, Engineering and Land Planning Associates, Inc., reviewed the 220 Chatham Road project. They are asking for the following waiver:

- Submit as a Preliminary/Final plan

He said the only issue they are waiting on at this time is the Highway Occupancy Permit (HOP) from PennDOT.

Mr. Weer would like the West Grove Fire Company and the Fire Marshal to review the plans. Mr. Pat Boyle said he submitted these plans to West Grove Fire Company two years ago, they gave him a response but not a plan review. Mr. Weer also mentioned the property should be cleaned up.

The land development plan has been rescheduled for the May 25, 2016 meeting.

#### **Rose Hollow escrow release # 6**

The Board of Supervisors would like the Rose Hill Road repaired. Mr. Connors had questions about Mr. Ragan's recommendation. Mr. Connors made a motion to table this item until next month's meeting, seconded by Mr. Weer and approved by a vote of 2-1. Mr. Scott Harper voted nay.

#### **XI. EXTENSIONS**

Mr. Connors made a motion to approve the following extensions:

- Needham Farms- June 1, 2016,
- Boyle Land Development- July 29, 2016 and
- Hills of London Grove- June 13, 2016,

Seconded by Mr. Weer and approved by a vote of 3-0.

#### **XII. ADJOURNMENT**

A motion was made by Mr. Weer to adjourn the meeting at 9:10 p.m., seconded by Mr. Connors and approved by a vote of 3-0.

Respectfully submitted,

Dawn Maciejczyk  
Administrative Assistant