

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

MEMBERS PRESENT:

Richard Scott Harper
David Connors
Robert Weer
Michael Pickel

STAFF PRESENT:

Terry Woodman, Interim Township Manager
Shane Kinsey, Public Works Director
Tom Bolko, Inniscrone Golf Club
Dawn Maciejczyk, Administrative Assistant
20 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 7:00 p.m.
He introduced Ms. Terry Woodman as the Township Interim Manager.

II. PUBLIC COMMENT

Mr. Scott Harper asked for public comment. Mr. Stephen Annan asked if the Board of Supervisors has met with the Avon Grove School Board? Mr. Scott Harper responded yes, he and Mr. Pickel met with the Avon Grove School Board on Monday, December 5, 2016. Avon Grove School District will be sending a letter home to the parents letting them know they cannot park in the surrounding subdivision and only at the school if they have a parking pass. After a Township Manager is in place then a town hall meeting will be set up to discuss the parking issues in London Grove Township. Discussion continued.

Mr. Stephen Annan asked why in the 2017 budget states that the budget proposes a new initiative to increase resources to cover enforcement in the community. You do not have code enforcement so how can you increase it? Mr. Scott Harper answered that the Township does have code enforcement. Code enforcement is defined to be staffing and services related to commercial inspections, fire inspections, additional staff and resources. Mr. Annan states that the budget proposes an estimated cost of \$101,686 and a third-party contractor at \$65,000 with other amenities with other cost to \$203,237, can you explain why that it is. Mr. Scott Harper said the Township has had a goal for many years to make our codes department what it should be. The Township will be instituting commercial inspections, fire inspections across the township and to do this we are going to need additional staff and change what we do. That will take additional resources so the Township can build that department the way it should be. Discussion continued.

Mr. Stephen Annan asked if he can get a copy of the 5-year plan for Inniscrone Golf Course. The one he has and has been able to get a hold of is from 2012. He is looking for the 2015 plan. Mr. Scott Harper said the Township staff will get that plan to you.

Mr. Richard Gaw, Chester County Press, stated that on November 30, 2016 the Board of Supervisors came to an agreement with the release of the former Township

Manager, Mr. Steven Brown, at that time it was announced that at tonight's meeting you would have a public statement for the residents. Mr. Scott Harper said that yes we do have the public statement. The Township has a separation agreement between the former Manager, Steven Brown and the Township.

Mr. Brown has prepared a statement as well as the Board. Mr. Brown says "he thanks the London Grove Community for the privilege of serving as a manager for nearly 15 years, I developed great relationships with friends and felt that we accomplished much together. It was a great experience and I wish London Grove Community and the Township organization the very best in the future."

The Board stated that "they are very appreciative of Mr. Brown's 15 years of service to London Grove. He has represented our community with respect and dignity. Recently the Board of Supervisors simply felt it was time for change of direction our focus moving forward will be to hire a manager who has extensive experience in multiple departments with the employees and in developing a code department that encompasses fire safety, code enforcement and all related inspections. End of statement."

Mr. Jeffrery Simpson, resident commented that he would like to commend the Board on Election Day. This was the first time he has ever voted here and it was phenomenal that the Public Works Crew was here which shows the Board supported it and made that happen. I know the guys had to work on their day off which is a shame but it made everything go smoothly. We were lined up to the Municipal Authority side and as soon as those doors opened at 7:00 a.m. we were in and out in 45 minutes. I appreciate the Board for doing that cause its more or less a voter services thing not a Township thing and the Board was proactive with it and I thank you. Mr. Scott Harper said you are welcome.

III. CORRECTION/APPROVAL OF MINUTES

The meeting minutes of November 2, 2016 were reviewed and amended as follows.

Mr. Connors asked that page 3, the last sentence where it states Mr. Connors said health problems should be changed to hydrogen sulfide.

A motion was made by Mr. Connors to approve the meeting minutes of November 2, 2016, seconded by Mr. Pickel and approved by a vote of 4-0.

The meeting minutes of November 15, 2016 were reviewed and approved.

A motion was made by Mr. Weer to approve the meeting minutes of November 15, 2016, seconded by Mr. Connors and approved by a vote of 4-0.

The meeting minutes of November 30, 2016 were reviewed and amended as follows.

Under new business it should say vote of 4-0 instead of unanimously.

A motion was made by Mr. Pickel to approve the meeting minutes of

November 30, 2016, seconded by Mr. Weer and approved by a vote of 4-0.

IV. REPORTS FOR NOVEMBER 2016

Inniscrone Golf Course

Mr. Tom Bolko, General Manager, reported the golf course revenues for November 2016. The Golf Course is up 7% year to date with about \$25,000 profit. The Golf Club has 4 Christmas Parties coming up in the next three weeks. Mr. Grandizio complemented Mr. Bolko and the staff on the course. He also stated that the cart path needs repairs badly. Mr. Scott Harper stated that it is in the plans for Spring 2017.

Codes Department

Mr. Scott Harper presented the Codes Department report as prepared by Mr. Shock and Mrs. Zunino. There were no questions from the Board.

Public Works Department

Mr. Kinsey presented the Public Works Department report. Mr. Connors thanked Mr. Kinsey and his staff for making election day so smooth.

Finance Department

The Financial Report was reviewed with the Board by Mr. Scott Harper. Mr. Connors made a motion to approve the Financial Report, seconded by Mr. Weer and approved by a vote of 4-0.

Odor Report

Mr. Scott Harper presented the Odor Report. There were no questions from the Board.

State Police Report

Mr. Scott Harper reviewed the Pennsylvania State Police Report. He noted that there were 303 incidents opposed to the 277 from the previous month.

Water Monitors

Mr. Connors reported that the Township has taken two samples and that the Township should be prepared to meet with the DEP after those results come back. Mr. Connors also commented that he would like to get together with surrounding Townships to try and get results accomplished. He would like to hold a regional town hall style meeting. Mr. Scott Harper would like to see how it goes with the DEP before the Township seeks other avenues. Mr. Weer agreed.

Route 1 Economic Initiative

Mr. Bob Norris and Mr. Dennis Melton, reviewed the Route 1 Economic Initiative. Mr. Connors asked if this is through the Chamber of Commorancy or if this is through the County? Mr. Dennis Melton said that this is an initiative of Chester County and the Chamber of Commorancy. He explained that they are not asking for money, but they would like to help with economic development through the county.

Mr. Pickel made a motion that London Grove Township send a letter in

support of the Route 1 Economic Initiative, seconded by Mr. Connors and approved by a vote of 4-0.

Act 172 of 2016- Tax Relief for Volunteer Services

Mr. Scott Harper explained the purposed of Act 172. Mr. Weer and Mr. Connors has brought this act to the Boards attention. Mr. Scott Harper also asked that the Township solicitor draw up a Township ordinance for this act. Ms. Woodman explained that after the ordinance is draw up and presented it would have to go through a hearing to be accepted. The Board of Supervisors is in favor of moving forward with this process.

Mr. Weer made a motion to move forward with the process of drafting an ordinance, seconded by Mr. Connors and approved by a vote of 4-0.

V. HEARING

Ordinance 205- Road Specifications

Mr. Scott Harper opened the hearing. Ms. Maciejczyk entered three exhibits. B-1 Proof of Publication, B-2 Ordinance 205, and B-3 Letter form Chester County Planning Commission dated November 2, 2016. Mr. Scott Harper explained the purpose of this Ordinance. The hearing was closed.

VI. FIRST BUSINESS

Ordinance 205- Road Specifications decisions

Mr. Pickel made a motion to approve Ordinance 205- road specifications, seconded by Mr. Connors and approved by a vote of 4-0.

2017 Budget final approval- Resolution No. 665

Mr. Scott Harper gave a brief overview of the 2017 budget for London Grove Township. Mr. Pickel made a motion to approve the 2017 Budget Resolution No. 665, seconded by Mr. Weer and approved by a vote of 4-0.

Public Works Building update

Mr. Kinsey reviewed a memo sharing the progress of the new buildings. Mr. Pickel asked if the Board can see an estimated vs. actual cost break down so far. Mr. Kinsey said absolutely, so far, we are under budget. He will provide the cost break down actual vs. estimated at the next meeting.

Appoint Right-to-know officer

Mr. Pickel made a motion to appoint Ms. Terry Woodman as the right-to-know officer, seconded by Mr. Weer and approved by a vote of 4-0.

Appoint Zoning Officer

Mr. Connors made a motion to appoint Ms. Terry Woodman as the Zoning Officer, seconded by Mr. Pickel and approved by a vote of 4-0.

Appoint Recycling Coordinator

Mr. Connors made a motion to appoint Suzanne Sylvina as the Recycling Coordinator, seconded by Mr. Pickel and approved by a vote of 4-0.

Appoint Connie Alegranti to the Municipal Authority Board 1/1/17-12/31/2021

Mr. Weer made a motion to reappoint Ms. Alegranti to the Municipal Authority Board for a term of 1/1/17-12/31/2021, seconded by Mr. Pickel and approved by a vote of 4-0.

Spray Irrigation Capacity

Mr. Scott Harper explained that this is an agreement with the London Grove Township Municipal Authority and the Township as well as the Inniscrone Golf Course. Mr. Pickel made a motion to approve the Spray Irrigation Capacity Agreement, seconded by Mr. Weer and approved by a vote of 4-0.

VII. OLD BUISNESS

Riparian buffer ordinance

Ms. Ann Hutchinson and Mr. John Goodall from the Brandywine Conservancy, reviewed the changes that the farmers had at their meeting in regards to the riparian buffer. Ms. Hutchinson also explained that since there has been changes this now needs to go back to the Planning Commission as well as the County Planning Commission.

Mr. DiFrancesco explained that he is disappointed since he specifically asked to be included on this meeting. He would like an appropriate amount of time to review the document and give his feedback. The Board agreed to allow him until the next meeting to review the document.

Inniscrone Road Blockage Incident

Chief Swift explained that Inniscrone had an incident last week with getting their engine down the road. There was a gas leak reported and a pick-up and car parked on both sides of the road prevented them from getting through. They had to maneuver the rig on to the sidewalk and up the curb in order to make it down the road.

VIII. NEW BUISNESS

Appointed professional auditor- Resolution No. 667

Mr. Pickel made a motion to appoint Barcane Thornton and Company as the 2017 professional auditors, seconded by Mr. Connors and approved by a vote of 4-0.

Tax Levy 2017- Resolution No. 666

Mr. Pickel made a motion to approve the Tax Levy for 2017, seconded by Mr. Weer and approved by a vote of 4-0.

West Grove Fire and Ambulance Agreements

Mr. Weer made a motion to approve the West Grove Fire and Ambulance Agreements for 2017, seconded by Mr. Connors and approved by a vote of 4-0.

SCCEMS agreement

Mr. Connors made a motion to approve the SCCEMS agreement for 2017, seconded by Mr. Weer and approved by a vote of 4-0.

2017 Meeting Schedule advertisement

Mr. Pickel made a motion to approve advertising the 2017 Meeting schedule as presented to the Board, seconded by Mr. Mr. Weer and approved by a vote of 4-0.

IX. PLANS

Lamborn Hunt phase b escrow release

Mr. Pickel made a motion to approve the final escrow release for Lamborn Hunt as per Mr. Ragan’s recommendation, seconded by Mr. Weer and approved by a vote of 4-0.

Inniscrone dedication- phase 3, phase 4, and phase 6

Mr. Weer asked Mr. Ragan where the development is at with the punch list? Mr. Ragan explained that the punch list is complete except for the street lights which is a problem that they are working with PECO on. Mr. Kinsey explained that since it is so late in the year the Township will not be able to get the Liquid Fuels money for this year or next year. Mr. John Rouse agreed to split the Liquid Fuels cost 50%/50% with the Township. Mr. Connors made a motion to accept dedication of Inniscrone phase 3, phase 4 and phase 6, seconded by Mr. Pickel and approved by a vote of 3-1. Mr. Weer voted nay.

Inniscrone Escrow Release, phase 3, phase 4 and phase 6

Mr. Pickel made a motion to approve the escrow release for Inniscrone phase 3, phase 4 and phase 6 as per Mr. Ragan’s recommendation, seconded by Mr. Connors and approved by a vote of 4-0.

Hills of London Grove escrow release # 2 Phase 3A and Phase 3B

Mr. Pickel made a motion to approve the escrow release for Hills of London Grove phase 3A and phase 3B as per Mr. Ragan’s recommendation, seconded by Mr. Connors and approved by a vote of 4-0.

X. EXTENSIONS

Mr. Pickel made a motion to accept the following extensions:

- Needham Farms- March 29, 2017 and
- Coventry Reserve- March 1, 2017,

Seconded by Mr. Weer and approved by a vote of 4-0.

XI. FUTURE MEETING ANNOUNCEMENTS

None at this time.

XII. ADJOURNMENT

A motion was made by Mr. Pickel to adjourn the meeting at 8:59 p.m., seconded by Mr. Connors and approved by a vote of 4-0.

Respectfully submitted,

Dawn Maciejczyk
Administrative Assistant