

**Meeting Minutes of March 17, 2011
Board of Supervisors**

Chairman Lindborg called the West Brandywine Township (WBT) Board of Supervisors meeting of March 17, 2011 to order at 7:30 pm and then led those present in the Pledge of Allegiance. Roll call of the Board of Supervisors (BoS) by Manager Rambo noted Supervisor's Carl S. Lindborg and Josef G. Obernier, Sr. in attendance. Supervisor Thomas J. McCaffrey, Jr. was absent because of a family obligation. Also present were Ronald A. Rambo, Jr., Township Manager; Walter Werner, Chief of Police; Dale C. Barnett, Codes/Zoning Officer; and Thomas Eells, Public Works Director.

Acceptance of Minutes from Previous Meetings

March 3, 2011. The March 3, 2011 minutes were not yet available for presentation.

Treasurer's Report

Manager Rambo presented the Treasurer's Report, balance as of the end of February.

General Fund	\$20,828.49	Developer Escrow Fund	\$381,776.98
Fire Appropriations Fund	\$3,685.33	State Liquid Fuel Fund	\$139.49
K-9 Rudy Fund	\$294.33	Operating Reserve Fund	\$521.61
Open Space Fund	\$181,363.58	Police Pension Fund	\$1,649,795.99
Solid Waste & Recycling Fund	\$63,860.68	Non-Uniform Pension Fund	\$358,758.73
Capital Reserve Fund	\$30,055.14	Payroll Fund	\$8,105.94

Public Comments (individuals requesting to be on the agenda)

Ed Pristernik of 80 Fox Lane has questions with regard to the Township's budget. Ed Pristernik stated he reviewed the past three years of the budget and questioned how the difference in the expenses and shortage of revenue is made up. Manager Rambo explained that any shortfalls are made up through the operating reserve or capitol reserve. Mr. Pristernik requested that this financial information be placed online. Manager Rambo requested that Mr. Pristernik meet with him so they can go over the budget.

Correspondence/Communications *Information to act upon*

The Board of Supervisors to consider the Authorization of the removal of tax liens on various mobilehomes within the Mobilehome Parks in the Township as submitted by the County Tax Claim Bureau. Manager Rambo stated that Dale Barnett has reviewed the information and found that all mobilehomes have been removed except for one. Dale has been in contact with the Mobilehome Park to see when the last unit is going to be removed so that all units are authorized for removal at one time.

The CASD is requesting a waiver from establishing an escrow for the construction of the athletic fields proposed for the new North Brandywine Middle School. William Androwick from the CASD; Karen Gifford, K&W Engineers; and Ken Johnson, Gilbert Architects were in attendance to request relief from establishing an escrow account for building athletic fields. Vice-Chairman Obernier stated in a past meeting, he requested that the lighting for the new school conform to West Brandywine Township's ordinance. After reading the lighting engineer's letter, Vice-Chairman Obernier voiced concern that the lights on the proposed school are not going to be full cut off light fixtures and suggested that full cut off light fixtures be denoted on their plans. Vice-Chairman Obernier would be more willing to consider agreeing to the requested waiver, and relief on vegetation if the lighting conforms to West Brandywine Township's regulations. Mr. Androwick stated they could address the

lighting concerns with their electrical engineer. As a final note, Chairman Lindborg stated that the BoS understands that the school is not in WBT; the Board is trying to cut down on light pollution. Manager Rambo noted the CASD school project time clock runs until April 26th. They have two more BoS meetings to get conditioned final approval before an extension must be granted.

The Township is in receipt of a letter of extension in which to render a decision on the Brandywine Meadows Preliminary Subdivision Plan, located on Highspire Road, from Robert D. Smiley from March 26, 2011 until June 17, 2011. Manager Rambo stated they are currently working with WBTMA to obtain an agreement for sewer capacity and recommended the BoS accept their letter of extension. Vice-Chairman Obernier motioned to accept the extension letter from Robert D. Smiley to move the decision from March 26th to June 17th. Chairman Lindborg seconded the motion. Board members Obernier and Lindborg voted aye.

The Township to sign the contract for “The Fabulous Grease Band” concert scheduled to take place on Sunday, June 19, 2011 at the amphitheater. Manager Rambo noted this is a shared event with Caln Township, on behalf of both entities, and recommended the BoS sign the contract. The fee for the band is \$2,500. Vice-Chairman Obernier motioned to sign the agreement for the Fabulous Grease Band to appear in concert on Sunday, June 19, 2011. Chairman Lindborg seconded the motion. Board members Obernier and Lindborg voted aye.

The Township is in receipt of a letter of resignation from Jason L. Myers as a part-time police officer of the Township. Manager Rambo recommended the BoS accept Jason L. Myers resignation letter based on Chief Werner’s recommendation. Vice-Chairman Obernier motioned to accept the resignation from Jason L. Myers, a part-time police officer of WBTPD. Chairman Lindborg seconded the motion. Board members Obernier and Lindborg voted aye.

The Township is in receipt of the Wiggin’s Shredding, Inc. contract in the amount of \$475.00 for signing. Manager Rambo stated this is a multi-municipal event that is going to be done with East Brandywine, Caln, West Brandywine, Valley, West Bradford, and South Coatesville. DNB First is going to sponsor the event. The event is going to be held on April 9th from 9 a.m. until 1 p.m. Vice-Chairman Obernier motioned to accept the contract with Wiggin’s Shredding for shredding at Kohl’s on April 9th, seconded by Chairman Lindborg. Board members Obernier and Lindborg voted aye.

K & W Engineers has forwarded the Township a waiver request as it pertains to the North Brandywine Middle School Project and the utilization of survey data in excess of two years old. Karen Gifford stated there have not been any significant changes since the 2006 data. Manager Rambo stated the Planning Commission and Township Engineer are okay with K&W Engineer’s waiver request. Vice-Chairman Obernier motioned to approve the waiver request for K&W Engineer’s with regard to the utilization of the survey information that is in excess of two years old. Chairman Lindborg seconded the motion. Board members Obernier and Lindborg voted aye.

Correspondence/Communications Information to note

The Township is in receipt of correspondence from DCED with regard to grant award #C000034260 and the need to address the expiration date of June 20, 2011. Chief Werner stated this grant is done so there is no need to request and extension.

The Township is in receipt of the 2010 Census information. Manager Rambo stated the Township received a breakdown of the census information denoting the Township only increased by 234 residents in the last ten years.

The Census Bureau and PADCED are holding workshops to assist municipalities in making the most of the new Census figures. The Manager will attend.

Reports of Departments: Month of January unless otherwise noted.

Police Report: Presented by Chief Werner

Criminal	4	Burglaries/Thefts	6	Total Complaints	447
Non Traffic	13	DOA’s	0	Total hrs worked	926

Parking	12	Domestic/Disturbance	18	Overtime hrs	15.5
Traffic	105	Harassment	7	Fuel Used	452.6
Warnings	30	Premise Check	121	Total Miles Driven	4681
Total Arrests	134	Susp. Cond/Vehs	9	Admin Hrs	237
Alarms	7	Vehicle Crashes	10	Court Hrs	33.5
Animal Calls	3	Vehicle Stops	75	Training Hrs	73.5
Assist other PD	13	All Other	178	Investigation Hrs	104

Public Works Department Report: Presented by Tom Eells, Public Works Director. Mr. Eells also noted work completed during the month. A resident voiced concern that there are no reflectors on the stone wall on the Route 82 Bridge going south. PennDot will be notified. Chairman Lindborg commended the Public Works employees for well done in clearing the roads during the winter storms. Mike Florian stated there are cinders 10 feet in on their yards in Brandywine Woods. Vice-Chairman Obernier noted there is a deep pothole located east of Schoolhouse Lane on Hurley Road.

Total man-hours	839.5	Miles traversed	2,264
Total Equipment hours	57	Total fuel gallons	898.70

Buildings/Codes/Fire Inspector Department Report: presented by Dale Barnett.

Building & Codes

Building Permits issued	2	CL Fees collected	\$400
Permit base fees collected	\$1,220	Inspections completed	12
Occupancy fees collected	0	Failed Inspections (FI)	3
U&O permits issued	1	Failed Inspections Fees collected	0
U&O permits issued cursory	2	Total fees collected	\$2,083.56
Contractor Licenses (CL) issued	10		

Fire Report:

Campfire/Recreational Permits 3

Wagontown Fire Company: Presented by Captain Robert Yearsley.

Fire

Number of calls dispatched into WBT	4	Initial dispatch into WBT	3
Second dispatch into WBT	1	Number of calls scratched	0

Medical Assist

Number of calls dispatched into WBT	0	Initial dispatch into WBT	0
Second dispatch into WBT	-	Number of calls scratched	0

East Brandywine Fire Company: Presented by Chief Edwards.

Fire

Number of calls dispatched into WBT	8	Initial dispatch into WBT	8
Second dispatch into WBT		Number of calls scratched	0

Medical Assist

Number of calls dispatched into WBT	14	Initial dispatch into WBT	12
Second dispatch into WBT	-	Number of calls scratched	2

Martins Corner: Submitted by Chief Dan Metzler and presented by Manager Rambo.

Fire

Number of calls dispatched into WBT	2	Initial dispatch into WBT	
Second dispatch into WBT		Number of calls scratched	

EMS

Number of calls dispatched into WBT 39 Initial dispatch into WBT
Second dispatch into WBT - Number of calls scratched

Reports of Organizations, Boards and Commissions

Stephen Measure gave the report of the Historical Commission and noted they are requesting a copy of the 106 review and the historical property review for the Route 322 and Springton Road development. Manager Rambo gave clarification that there is no review yet because they have not submitted any plans to the Township. Until such time that they submit land development plans there is no need for review. The only thing that has occurred at that location is a zoning change.

Mr. Measure stated that the Historical Commission will clean up and organize the old school house the first Saturday of April and also noted that four Historical Commission members attended the 106 workshop. Barry Parsons of the Historical Commission read a draft letter out loud regarding the 106 workshop recommending that the Township hold a 106 session.

Manager Rambo noted there was no one present from the Parks and Recreation Board. The Annual Easter Egg Hunt will be held on April 16th at 10 a.m. They are in need of people to donate 8 Easter Baskets.

Manager Rambo gave the report of the Planning Commission noting the recommendations were regarding Genterra's letter of extension and granting the waiver for the CASD to utilize survey information that is older than two years. The PC recommended to the BoS to waive the requirement to establish the escrow for their athletic field.

There was no one in attendance from the Open Space Review Board. The Manager noted the information that was requested at the last BoS meeting regarding Open Space that has been acquired, purchased, or otherwise obtained that is within the Township is available on the table for the public. Discussion ensued.

Municipal Authority Manger Rambo gave an update of the Authority's sewer project noting that all the pumpstations are completed and all but two pumpstations are in operation. The Authority has gotten a quote to bore under Route 322 so they can interconnect to the Kimberwick system.

Public Hearing: There was no Public Hearing

Old Business

The Manager is in the process of preparing the Airport Hazard Zoning Overlay District for incorporation into the Township's zoning ordinance as required by PA Act 1984-164. There were no comments.

The Township is in the process of submitting the initial reimbursement request for the Henderson Conservation Easement to the County for review and approval. There were no comments.

The Manager has prepared a new resolution pertaining to the meeting agenda for consideration. Manager Rambo has reviewed the Sunshine Act and noted that it only addresses those that are residents or representatives of taxpayers. The Board does not have to allow anyone else to speak if they so desire. The Manager went over the proposed meeting agenda. Chairman Lindborg explained the proposed change is where the developers can give their presentation, in the past if they are at the beginning of the meeting when they give their presentation it seems to drag on, if they give it at the end it is shorter and to the point. The BoS have always made the effort to allow residents to speak without time restrictions.

Old Business from the Floor

Ed Pristernik requested that people have the ability to email the Right-to-Know form that is online.

Old Business from the Board

There was no Old Business from the Board.

Ordinances and Resolutions

Resolution #03-2011: adoption of meeting agenda format. Vice-Chairman Obernier motioned to adopt Resolution #03-2011, seconded by Chairman Lindborg. Board members Obernier and Lindborg voted aye.

New Business

The Manager will be forwarding his recommendations to the Board, as it pertains to a Safety Committee and a Medical Information Policy, for their consideration at their public meeting of April 7, 2011. There were no comments.

The Township will be participating in a multi-municipal shredding event on April 9, 2011 between the hours of 9:00 a.m. and 1:00 p.m. at the Kohl's shopping center in Thorndale. There were no comments.

The Spring Newsletters is at the printers and will be mailed out within the next few weeks. There were no comments.

The Manager is in the process of preparing a Policy as it pertains to the PSATS CDL Program Guidance and time limits (and emergency exemption) for driving commercial motor vehicles. There were comments.

New Business from the Floor.

Mike Florian of Brandywine Woods voiced concern about a problem that he came in for years ago and still has no resolution; chunks of curb are coming off in his development. Discussion ensued. The Public Works Director will look into the matter.

Paul Gainor voiced concern about the condition of Old Spring Road where the sewer line goes. Manager Rambo stated the Municipal Authority would look into it. Mr. Gainor had questions about the budget for fire hydrant service. Manager Rambo explained this was moved out of the General Fund and put in the newly created Fire Appropriations Tax Fund for easier understanding of the budget.

New Business from the Board

There was no New Business from the Board.

Public Comments

There were no Public Comments.

Open Issues Before the Township

The Township Engineer and Manager continue their work on updating the Township's Act Plan. Manager Rambo noted the Township Engineer stated a draft should be ready in June or July.

The Township is looking for two volunteers to fill vacancies on the Parks and Recreation Board. There were no comments.

General Obligation Note

(Emmaus Bond Pool Adjustable Rate Bond for the Twp. and Public Works Facility/Park Construction: interest rate for the week is 2.23%). There were no comments.

Review and Payment of the Bills

Manager Rambo noted the General Fund bills total \$10,273.28 and Solid Waste Fund bills total \$21,401.72. The BoS have reviewed the bills and found them acceptable. Vice-Chairman Obernier motioned to pay the bills, seconded by Chairman Lindborg. Board members Obernier and Lindborg voted aye.

Upcoming Meetings/Events

- Open Space Review Board, Thursday, March 24, 2011 at 7:00 p.m.
- Planning Commission meeting, Thursday, March 24, 2011 at 7:30 p.m.
- Board of Supervisors meeting, Thursday, April 7, 2011 at 7:30 p.m.

- Historic Commission meeting, Monday, April 11, 2011 at 7:30 p.m.
- Parks and Recreation Board meeting, Tuesday, April 12, 2011 at 7:00 p.m.
- Municipal Authority meeting, Thursday, April 14, 2011 at 7:30 p.m.
- Parks and Recreation Easter Egg Hunt, Saturday, April 16, 2011 at 10:00 a.m.
- Board of Supervisors meeting, Thursday, April 21, 2011 at 7:30 p.m.
- Open Space Review Board meeting, Thursday, April 28, 2011 at 7:00 p.m.
- Planning Commission meeting, Thursday, April 28, 2011 at 7:30 p.m.

Adjournment

There being no further business before the Board, Vice-Chairman Obernier motioned to adjourn the meeting at 8:42 p.m. Chairman Lindborg seconded the motion. Board Members Obernier and Lindborg voted aye in favor of adjournment.

Ronald A. Rambo, Jr.
Township Manager/Secretary/Treasurer