

Board of Supervisors Meeting Minutes February 6, 2014

Chairman William Webb called the West Brandywine Township (WBT) Board of Supervisors meeting of February 6, 2014 to order at 7:30 p.m. and led those present in the Pledge of Allegiance. Roll call of the Board of Supervisors (BoS) by Secretary/Treasurer Linda Formica noted Chairman William Webb, Vice-Chairman Doug Smith and Supervisor Josef G. Obernier, Sr. in attendance. Also present were Public Works Director Thomas Eells, Codes Enforcement Officer Dale Barnett and Sergeant Jeff Kimes.

Before starting the meeting, Chairman Webb informed the audience of the passing of Steve Jakatt, a long standing Planning Commission member and asked for a moment of silence in his memory.

Acceptance of Minutes from Previous Meetings

January 6, 2014 Organization, January 6, 2014, January 14, 2014 Special Meeting, January 16, 2014 –

- Supervisor Obernier made a motion to approve Meeting Minutes from January 16, 2014, seconded by Vice-Chairman Smith. Board members Obernier, Smith and Webb voted aye.
- Vice-Chairman Smith made a motion to approve Meeting Minutes from January 14, 2014 Special Meeting, seconded by Chairman Webb. Board members Smith and Webb voted aye. Supervisor Obernier abstained as he was not in attendance at that meeting.
- Meeting Minutes from January 6, 2014 Organization and January 6, 2014 Regular Meeting Minutes tabled to allow more time for review.

Public Notification

Executive session –Thursday, February 6, 2014 at 6:30. – Cancelled

Treasurer's Report - N/A

Special Public Presentation - *At the Boards request, David Porter from MacCombie's office is in attendance to answer questions with regard to the Act 537 Sewage Facilities Plan.* – David explained what the Act 537 Plan is. D.E.P. requires every Township to have this Plan. The current plan was developed in 1994, modified in 1996. The plan was expanded in 2005 by a special study provided by ARRO. Various studies were made which allowed them to determine what the immediate and future needs are within the Township. Some other alternatives looked as was community sewage disposal systems. Concerns of there being enough land to accommodate this. Several different methodologies were looked at for just the disposal aspect of it and what kind of land would be required. One particular sewage facility treatment location was Kimberwick, which was recently decommissioned to be converted into a public park. Further discussion ensued on costs, responsibilities, individual and community systems, etc. Public questions and comments were taken from Paul Sell, Joe Boldaz, Mike Cabry, and Jack Conti. It was decided that there will be an additional 30 day review to allow for public comments.

Public Comments (residents or representatives of taxpayers of the Township requesting to be on the agenda) - N/A

Department Reports & Reports of Organizations, Boards and Commissions - N/A

Correspondence/Communications (information to note and act upon)

1. Information to Act Upon
 - a. *The Board of Supervisors to approve the signing of the Memorandum of Understanding between WBTPD and CASD by the Chief.* – Supervisor Obernier made a motion to approve the signing of the Memorandum of Understanding between WBTPD and CASD, seconded by Vice-Chairman Smith. Board members Obernier, Smith and Webb voted aye.

2. Information to Note
 - a. *The Township is in receipt of comments from MacCombie’s office dated January 22, 2014 with regard to the Brandywine YMCA expansion.* – No comments.
 - b. *The Township is in receipt of a correspondence dated January 7, 2014 from Linda Shelton, owner of Warwick Land Development, Inc with regard to James Mobile Home Park.* – No comments.
 - c. *The Township is in receipt of correspondence dated January 17, 2014 from John Rafferty with regard to the DCNR grant application process.* – No comments.
 - d. *The Township is in receipt of the Public Notice that was placed in the Daily Local News for the Act 537 plan update comment period.* – No comments.
 - e. *The Township is in receipt of a letter of interest dated January 14, 2014 from Denise Stoltzfus to serve on the Parks and Recreation Board.* – No comments.
 - f. *The Chester County Treasurer’s Office mailed out the Township’s Real Estate Tax bills on February 1, 2014.* – No comments.
 - g. *The Township is in receipt of Tree Vitalize Spring 2014 Bare Root Tree Offer.* – No comments.
 - h. *The Department of the Auditor General has forwarded the Township Form AG 385 for completion as it pertains to the Municipal Pension System State Aid Program.* – No comments.
 - i. *The Township is in receipt of property that was accompanied by a letter dated February 4, 2014 that was returned to the Township by Ron Rambo as requested by the Board.* – No comments.

Public Hearings (Ordinances as advertised) – N/A

Old Business

1. *Discuss the 2014 Budget status and deadline for closing budget.*
 - a. *Budget for Parks and Recreation.* – Vice-Chairman Smith suggested that the Township allow the Parks and Rec to keep all monies they make and place into an account managed by the Township, with the goal that over a period time they become self-sustaining.
 - b. *Tax Collectors salary – Resolution #03-2014* – Vice-Chairman Smith made a motion to approve the Tax Collectors Salary-Resolution #03-2014, seconded by Chairman Webb. Board members Smith and Webb voted aye. Supervisor Obernier voted no.

2. *The Township to discuss accepting the proposal from Prosoft for new accounting software.* – Software recommended by Township Auditor. Joe Morris asked if there is return in savings. Chairman Webb asked Linda Formica to get this information for the next meeting.

3. *The Township to discuss rules of decorum within Township meetings.* – Tabled

4. *The Board to discuss nepotism.* – Tabled

5. *Discuss Chester County SPCA versus the use of Lamancha or Womanog Kennel. (The BoS approved \$500 contract at the December 5, 2013 Mtg.)* - Tabled to allow questions be addressed by Chief Werner, who was not in attendance at this meeting.

6. *County Planning Commission request for an inventory of municipal owned recreational parks and open space status.* – John Cassels working with Linda Formica on this issue.
7. *Ordinances for Airport Hazard Zoning and Outdoor lighting status.* – Dale Barnett working on this issue.
8. *IT RFPs for new IT company* – Vice-Chairman Smith made a motion to put an RFP out for Bid for an IT company, seconded by Chairman Webb. Board members Smith, Webb and Obernier voted aye.
9. *Discuss the disbanding of the Municipal Authority.* – Discussion ensued on what the impact would be to the residents, profits, debt and billing.
10. *Ambulance contract and providing gasoline at proposed cost of \$12,000.* – Ok to keep as is.
11. *Consulting Proposal from Steve Ignatin* – Health Benefit Specialist. Tabled to allow for further review.

Old Business from the Floor or the Board – N/A

New Business

1. *The Board of Supervisors requested that Alyson Zarro from Aqua attend to update the Board on their project and answer the Board's questions.* - Discussion ensued on the Land Development and Subdivision Plan approved in 2011, consisting of two water tanks for Aqua located off of Route 322 and Route 82. Vice-Chairman Smith made a motion to Table until February 20th meeting to allow for further review, seconded by Supervisor Obernier. Board members Smith, Obernier and Webb voted aye.
2. *Traffic Study SR 82 and E. Reeceville Road and Cedar Knoll Road.* – Public Works Director Tom Eells has been communicating with PennD.O.T regarding this intersection. Vice-Chairman Webb asked Tom to look into some sort of flashing sign system.
3. *Correspondence dated January 23, 2014 from Becky Corbin with regard to the State Liquid Fuels Fund.* – This relates to the new Transportation Bill that Legislation signed that will provide more funding for road maintenance. Vice-Chairman Webb asked Linda Formica to invite Becky Corbin to attend the March township meeting.
4. *Revisit mailbox and snow plow policy.* – Discussion ensued on revising the policy of replacing mailboxes. In addition, Sergeant Kimes asked the Board to considering enacting an Ordinance about shoveling snow into the roadway after the roads have been plowed. John Sly asked that this include that residents are required to dig out fire hydrants. Supervisor Obernier made a motion to direct Dale Barnett to put together an Ordinance that covers putting snow out onto the street and requiring homeowners to dig out fire hydrants, seconded by Vice-Chairman Smith. Board members Obernier, Smith and Webb voted aye.
5. *Tax records review* – Tabled to allow time to review information received from Township Solicitor.
 - a. Supervisor Obernier stated that the tax bills that were sent out only allow 56 days to pay instead of the 60 days required.
 - b. Supervisor Obernier stated that the Meeting Minutes are not posted on the website.

6. *Review redistricting of fire coverage area.* – Vice-Chairman Smith would like to direct Todd Ziegler, Chief of Wagontown FC, and John Edwards, Chief of East Brandywine FC, to look at WBT and make sure the coverage area is divided appropriately between the two fire companies.
7. *Planning Commission recommendations.* – N/A
8. *Discuss purchasing a new fuel pump, terminal, and card system. Approximate cost is \$17,000.* – Public Works Director Tom Eells discussed the access card system that is used to get fuel for all the fire departments and police, is obsolete. Vice-Chairman Smith made a motion to allow Tom to purchase a new fuel pump, terminal and card system, seconded by Supervisor Obernier. Board members Smith, Obernier and Webb voted aye.
9. *The County has also provided the Township with a Public Infrastructure Preliminary Damage Assessment Form as well as an Individual Assistance Form.* – This was provided to Emergency Management and Public Works because of the current ice storm. Information will be gathered to see if money spent on responding to the storm can be recouped.

New Business from the Floor – N/A

New Business from the Board

1. Chairman Webb made a motion to close the 2014 Budget, seconded by Supervisor Obernier. Vice-Chairman Smith had one comment regard Park & Rec. Motion and second to close Budget pulled back.
 Discussion ensued on what the budget is for Parks & Rec and how to get more money. Vice-Chairman agreed to give Parks & Rec \$3,000.00. Chairman Webb made a motion to close the 2014 Budget with the additional funding to make the line item for the Parks & Rec to \$3,000.00, seconded by Vice-Chairman Smith. Board members Webb and Smith voted aye. Supervisor Obernier voted no.
2. Sergeant Jeff Kimes explained a new transportation bill which affects many things across the board, including the fine penalties section under the PA Vehicle Code. Before the section changed, the Municipalities and PennD.O.T would split this fine in half. Now with the change, the majority of the penalty will go to the City of Philadelphia and SEPTA. Sergeant Kimes is asking the Board to revisit the current Township Ordinances, specifically the stop signs and red light Ordinances, to see if they would consider increasing the Township fine. Supervisor Obernier asked Sergeant Kimes to make a list of recommendations and return and present to the Board.
3. Supervisor Obernier requested a copy of the Bond for the Tax Collector.
4. Supervisor Obernier requesting a copy of the County Bond for the addition of West Brandywine Township.
5. Supervisor Obernier asked Dr. Edward Pristernik to not ask any Township employee to do things for him unless he will pay for them to do so.

Ordinances and Resolutions

1. *Resolution #03-2014: Tax Collector Salary* – Previously approved under Old Business.

Public Comments (individuals not on the agenda)

1. Paul Sell asked for contact information from East Brandywine Township to voice his concerns of Reeceville Road when it snows. Public Works Director Tom Eells informed Mr. Sell that Reeceville Road is owned and maintained by the State.

Developer Presentations – N/A

Open Issues before the Township

1. *The Township is accepting letters of Interest for Appointment as Auditor to the Board of Auditors.* – This will be discussed under New Business at the next meeting.
2. *The Township is in the process of looking into ways to repair Lafayette Road (est. cost \$45,000 + engineering & permit fees) and Pratts Dam Road.* – No comments.
3. *The Township continues its efforts to look for funding for a permanent fix for Icedale Road Bridge.* – No comments.
4. *The Public Works Department continues their work to repair Icedale Road Bridge.* – No comments.
5. *The Township continues its efforts to resolve site distance issues at the intersection of Route 82 and Cedar Knoll/E. Reeceville Road.* – No comments.

General Obligation Note (*Emmaus Bond Pool Adjustable Rate Bond for the Twp. and Public Works Facility/Park Construction: interest rate for the month is 1.35%*) – No comments.

Review and Payment of Bills

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| 1. General Fund | \$97,156.17 |
| 2. Fire Appropriations Fund | \$ 3,593.00 |
| 3. Solid Waste Fund | \$ 1,831.23 |

Vice-Chairman Smith made a motion to pay all bills, seconded by Chairman Webb. Board members Smith, Webb and Obernier voted aye.

Upcoming Meetings/Events

1. Historic Commission, Monday, February 10th at 7:30 p.m.
2. Parks and Recreation Board, Tuesday, February 11th at 7:00 p.m.
3. Municipal Authority, Thursday, February 13th at 7:30 p.m.
4. Board of Supervisors, Thursday, February 20th at 7:30 p.m.
5. Open Space Review Board, Thursday, February 27th at 7:00 p.m.
6. Planning Commission, Thursday, February 27th at 7:30 p.m.
7. Ad Hoc Review Committee, Tuesday, March 4th at 6:30 p.m.

Adjournment

There being no further business before the Board, Vice-Chairman Smith motioned to adjourn the meeting at 10:26 p.m. Supervisor Obernier seconded the motion. Board members Smith, Obernier, and Webb voted aye in favor of adjournment.