

Board of Supervisors Meeting Agenda
April 3, 2014

Vice-Chairman Smith called the West Brandywine Township (WBT) Board of Supervisors meeting of April 3, 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 Vice-Chairman Doug Smith and Supervisor Josef G. Obernier, Sr. in attendance. Chairman William Webb arrived at 8:45 p.m. Also present were Police Chief Walter Werner and Public Works Director Thomas Eells.

Acceptance of Minutes from Previous Meetings – *March 20, 2014* – Supervisor Obernier made a motion to accept the Meeting Minutes from March 20, 2014, seconded by Vice-Chairman Smith. Board members Obernier and Smith voted aye.

Public Notification – N/A

Treasurer's Report - N/A

Special Public Presentation – N/A

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 Township is in receipt of a Letter of Intent for signing by the Chairman from DCED to move forward to complete a study of Township and Boroughs who are interested in a Regional Police Force at no cost to the Township.* – West Brandywine Township has engaged into preliminary talks with Honey Brook Township in regards to the regionalization of Police Departments. Supervisor Obernier made a motion to sign the Letter of Intent, seconded by Vice-Chairman Smith. Board members Obernier and Smith voted aye.
 - b. *The French and Pickering Creeks Conservation Trust is seeking an acknowledgement letter from the Township that its French Creek Iron Tour will be traversing the Township.* – This is a 100-mile bicycle event that will end up in Hibernia Park. Supervisor Obernier made a motion to send French and Pickering Creeks Conservation Trust a letter acknowledging their tour will go through West Brandywine Township, and to also ask they touch base with West Brandywine Township Police Department, seconded by Vice-Chairman Smith. Board members Obernier and Smith voted aye.

- c. *The Chairman to sign a letter requesting support with regard to the TAP grant application for the Pratts Dam Road project.* – Public Works Director Tom Eells stated this repair will be a very costly project, over a million dollars, therefore McCormick Taylor suggested the Township apply for a grant. Questions and/or discussion of options were directed to Tom Eells by the Board, Greg Stillwell and Mike Canal. Vice-Chairman Smith made a motion to have the Chairman sign a letter requesting support with regard to the TAP grant application for the Pratts Dam Road project, seconded by Supervisor Obernier. Board members Smith and Obernier voted aye.
 - d. *The Chairman to sign a letter of engagement from Stephen J. Kelly of Brutscher, Foley, Milliner & Land, LLP (Special Council for personnel matter)* – Supervisor Obernier made a motion to have the Chairman sign the Letter of Engagement, seconded by Vice-Chairman Smith. Board members Obernier and Smith voted aye.
2. Information to Note
- a. *The Township is in receipt of a Notice of Deficiency dated March 14, 2014 from the Department of Labor and Industry with regard to the three year safety inspection of the Township’s elevator.* – Linda Formica stated the Township is required to have the elevator inspected every three (3) years. The elevator was inspected in January, with paperwork to confirm but the paperwork did not reach L&I. Linda has several calls into them but they have not returned her call.

Public Hearings (Ordinances as advertised) – N/A

Old Business

1. *Consulting Proposal from Steve Ignatin.* – Tabled

Old Business from the Floor – N/A

Old Business from Board

1. A lengthy discussion of the current and past audits for the Township and Tax Collector ensued among the Board and the following Township residents: Lori Petri, Dr. Edward Pristernik, Greg Stillwell, Joe Morris, Michael Ritchie, and Elizabeth Zanowiak.

New Business from the Floor

1. John Cassels requested that Recommendations of the Planning Commission be on the Agenda. John is also seeking clarification in regards to when time clocks begin in Land Development. Vice-Chairman Smith requested that this be placed on the Agenda for the next Township meeting.

New Business from the Board

1. Supervisor Obernier discussed the following items:

*01-413-140 - This line item “Code Administration Wage” is in the adopted budget. It is NOT in the “Compared to Budget” report, shown on the website. **WHY?***

01-367-140 - Line item "Movie Tickets" for movie tickets sold. **Were there no tickets sold in January & February?** Linda Formica informed Supervisor Obnier that the Township was out of tickets and just recently ordered and received some in.

01-372-056 - "Municipal Authority Elec. Reimbursement" and 01-372-066 - "Municipal Authority Monthly payment" These two line items show 0.00, even though the Authority has issued 3 checks to the township.

Ck. # 4914 issued 1-9-2014
Ck. # 4930 issued 2-12-2014
Ck. # 4949 issued 3-13-2014

Why weren't these payments posted to Township ledger?

01-400-314 - Line item "Legal". Budgeted 10,000 for all of 2014. Year to 2-28-2014 that is January & February, 17,718.48 spent. **Exceeds yearly budgeted amount by 7,718.48, and still 10 months to go.**

01-403-452 Line item "Commission to RE Collector" shows 4,737.15, yet in Line Item 01-301-100 "Real Estate Taxes – Current" shows 0.00 returned to Twp. **Why are we paying a commission on 0.00 taxes collected?**

Accounting software; Twp Solicitor was paid to advise us software program is a "professional service" and doesn't need to go out for bids. (I disagree) I was told the software was only available from the one company, so we can't get bids. I have a list of 14 companies, in PA, NJ, NY that supplies and supports this program. **Why didn't we bid this?**

At this time, Vice-Chairman Smith turned the meeting over to Chairman Webb, who arrived at 8:45 p.m.

01-392-080 Line item "Transfer from Sewer Fund", shows 3,400.41- Township has no access to Municipal Authority bank accounts. **What is this transaction all about?**

Discussion on the above-mentioned items ensued among the following residents and Township staff: BoS, Greg Stillwell, Dr. Edward Pristernik, Lori Petri, and Elizabeth Zanowiak.

Ordinances and Resolutions – N/A

Public Comments (individuals not on the agenda) – N/A

Developer Presentations

1. Bill Rizzo requested to be in attendance to discuss an alternative use for the Ridings of Brandywine, they are considering acquiring the property to develop a private school. – Bill presented to the Board a conceptual plan - "Sport Performance Institute" which is an institute that trains athletes, i.e. baseball players, basketball players, soccer, etc. They would like to create a private Prep School/Junior College. Further questions and/or discussion directed to Bill Rizzo by the Board and Township residents. Chairman Webb

requested an informational packet be presented to the Board prior to the next Township meeting for action and discussion.

Open Issues before the Township

1. *Ordinance Outdoor lighting status.* – N/C
2. *The Township is looking into ways to repair Lafayette Road and Pratts Dam Road.* – N/C
3. *The Township continues its efforts to look for funding for a permanent fix for Icedale Road Bridge.* – N/C
4. *The Public Works Department continues their work to repair Icedale Road Bridge.* – N/C
5. *The Public Works Director continues his efforts to resolve site distance issues at the intersection of Route 82 and Cedar Knoll/E. Reeceville Road and is looking into a flashing light system.* – N/C
6. *The Township is looking into alternatives with regard to using the SPCA.* – N/C
7. *Traffic Study SR 82 and E. Reeceville Road and Cedar Knoll Road.* – N/C

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%) – N/C

Review and Payment of Bills

General Fund	\$30,704.75
Fire Appropriations Fund	\$ 1,070.63
Solid Waste Fund	\$15,304.07
State Liquid Fuels Fund	\$ 3,360.07

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

Upcoming Meetings/Events

1. Municipal Authority, Thursday, April 10th at 7:30 p.m.
2. Historic Commission, Monday, April 14th at 7:30 p.m.
3. Parks and Recreation Board, Tuesday, April 15th at 7:00 p.m.
4. Board of Supervisors, Thursday, April 17th at 7:30 p.m.
5. Open Space Review Board, Thursday, April 24th at 7:00 p.m.
6. Planning Commission, Thursday, April 24th at 7:30 p.m.
7. Ad Hoc Review Committee, Tuesday, May 6th at 6:30 p.m.

Adjournment

There being no further business before the Board, Supervisor Obernier motioned to adjourn the meeting at 9:27 p.m. Vice-Chairman Smith seconded the motion. Board members Obernier, Smith and Webb voted aye in favor of adjournment.