

Meeting Minutes of July 19, 2012
Board of Supervisors

Chairman Obernier called the West Brandywine Township (WBT) Board of Supervisors meeting of July 19, 2012 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 Josef G. Obernier, Sr. and Supervisor Webb in attendance. Thomas J. McCaffrey arrived at 7:40. 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

May 17, 2012 and June 7, 2012. The Minutes were addressed upon Vice-Chairman McCaffrey's arrival. Chairman Obernier stated he submitted his changes and is okay with the minutes. Supervisor Webb stated he was not in attendance for the May 17th meeting. Vice-Chairman McCaffrey motioned to approve both the May 17th and the June 7th minutes, seconded by Supervisor Webb. Board members McCaffrey, Webb, and Obernier voted aye.

Public Notification

Chairman Obernier noted that the Board of Supervisors held an Executive Session on Thursday, July 12, 2012 at 8:00 p.m. to discuss personnel issues

Treasurer's Report

Balance on Hand as of June 30, 2012:

General Fund	\$ 4,142.23	Fire Appropriations Fund	\$ 77,799.22
State Liquid Fuel Fund	\$ 135,364.88	K-9 Rudy Fund	\$ 295.46
Revolving Fund	\$ 208,487.53	Open Space Fund	\$282,495.00
Police Pension Fund	\$1,619,150.61	Solid Waste and Recycling Fund	\$212,345.13
Non-Uniform Pension Fund	\$ 366,447.51	Capital Equipment Fund	\$ 70,289.52
Payroll Fund	\$ 9,191.27	Developer Escrow Fund	\$433,256.17
General Purpose Emergency Fund	\$ 30,024.32		

Special Public Presentations/Notice none

Public Comments (*residents or representatives of taxpayers of the Township requesting to be on agenda*). There were no Public Comments.

Chairman Obernier noted that Star Scout Ben Cook is in attendance tonight to work on his Citizenship in the Community merit badge.

Correspondence/Communications *Information to act upon*

At this time Chairman Obernier noted that Vice-Chairman McCaffrey arrived and moved to go back and address the meeting minutes.

The Board of Supervisors is in receipt of an email from John Sly of Station 44 as it pertains to the renewal of the Ambulance Service Contract. Manager Rambo stated he would like to notify John Sly to set up a meeting regarding the contract renewal. Discussion took place regarding the allocation of a tank of gas for Mr. Sly to attend public meetings. Manager Rambo explained that Valley Township has issued gas cards for all of the Westwood Fire Company equipment, the BoS of Valley is asking if WBT would provide a tank of fuel a year. Vice-Chairman McCaffrey was concerned that this would open the Township up to having to pay for fuel for the ambulance and fire companies and feels that this is becoming convoluted and confusing. If they want gasoline in the contract, then it should be written in the contract next year. Chief Edwards from East Brandywine commented that he feels the gasoline request is warranted, many times John Sly assumes the EMS role in WBT using his private vehicle. Supervisor Webb motioned for the Manager to meet with John Sly to discuss the ambulance service contract. Vice-Chairman McCaffrey seconded the motion. Board members Webb, McCaffrey, and Obernier voted aye.

The Township is in receipt of the Special Activities Agreement from the Chester County Parks and Recreation Department for the utilization of Hibernia Park for the Parks and Recreation Boards upcoming 5K event on September 9, 2012. Manager Rambo stated the Township has to sign the contract and provide Hibernia Park with a certificate of insurance and forward the remaining payment of \$130. Vice-Chairman McCaffrey motioned for the Manager to sign the agreement on the Board's behalf, seconded by Supervisor Webb. Board members McCaffrey, Webb, and Obernier voted aye.

The Township is in receipt of a Memorandum of Understanding from the CASD with regard to the utilization of the schools within the Township as an Emergency Evacuation Shelter during the time of an Emergency for consideration and signing. Manager Rambo explained this is part of the Township's new emergency operations plan. The Township needs to enter into a Memorandum of Understanding to utilize the schools. CASD has prepared this; John Good has reviewed it and found it satisfactory. Supervisor Webb motioned to sign the Memorandum of Understanding, seconded by Vice-Chairman McCaffrey. Board members Webb, McCaffrey, and Obernier voted aye.

The Township has been provided a form to utilize for the Special Needs Registry and the Township's EMC is asking as to whether the Township would perform a mass mailing so that those individuals without access to a computer will have an opportunity to sign up. Manager Rambo would like to have a full page that includes a signup form in the next newsletter. Vice-Chairman McCaffrey motioned for this to be placed in the next newsletter. Supervisor Webb seconded the motion. Board members McCaffrey, Webb, and Obernier voted aye.

The Township's EMC and Deputies would like for the Township to become a member of PSATS new Emergency Management Association. Manager Rambo explained the cost is \$150 per year and this would become part of the Township's annual membership. Supervisor Webb motioned to become a member of PSATS Emergency Management Association, seconded by Vice-Chairman McCaffrey. Board members Webb, McCaffrey, and Obernier voted aye. Vice-Chairman McCaffrey expressed that PSATS has raised dues consistently, everything they offer as a service is an additional fee.

The Township is in receipt of the 2013-2016 Regional Household Hazardous Waste (HHW) Collection Program participation form for consideration and signing. Manager Rambo recommended WBT continue participating with the Regional HHW Program. Vice-Chairman McCaffrey motioned to participate in the Regional HHW program, seconded by Supervisor Webb. Board members McCaffrey, Webb, and Obernier voted aye.

Correspondence/Communications *Information to note*

The Township is in receipt of correspondence from the Township Engineer as it pertains to the use of pipe culverts to eliminate the Icedale Road bridges. Chairman Obernier noted the pipe culverts was a good idea that Tom Eells had, but in reading MacCombie's letter, this would be an expensive alternative and DEP may not approve it. The idea was scratched.

The Township is in receipt of correspondence from The Chester County Solid Waste Authority as it pertains to the Process and Marketing Contract and the impact of commercial recycling on our recycling rate. Manager Rambo noted that a mailing will be sent to our commercial entities to make sure they are recycling everything that is required, that they return the forms, and have their collection agencies report to WBT. Vice-Chairman McCaffrey voiced concern that this would be onerous on businesses that only have three or four people. Dialog ensued.

The Township is in receipt of various pieces of correspondence from municipalities as it pertains to the proposed 911 Fee. Vice-Chairman McCaffrey will contact John Hinkle to express that the Board doesn't want the proposed 911 fee to fall on municipalities.

The Township has received numerous pieces of correspondence from residents as it pertains to the Township's New Stormwater System Permit and recent canvassing of the Township by representatives of Clean Water Action. Manager Rambo noted a group came out of Philadelphia to solicit in the Township for stormwater. They were discussing a new means to control stormwater when going door to door, such as infiltration, water guard, etc.

Reports of Departments, Organizations, Boards and Commissions

Chief Werner was not in attendance because of a loss in his family. Manager Rambo gave the June police report noting there was a total of 96 arrests for the month. Personnel worked a total of 1,100.5 hours and 481 complaints were addressed. A total of 5,422 miles were patrolled.

Public Works Director Eells gave the June monthly report of the Public Works Department. A total of 782.5 hours was worked by personnel. 2,000 miles were traversed in Township trucks and 129 hours was spent in Township equipment. Maintenance of the building and grounds, vehicles, equipment and roadways was performed during the month.

Codes Officer Barnett gave the June monthly report for the Code Office. A total of 21 building permits were issued for the month. 35 inspections were performed of which included 8 for Valley Township. A total of \$6,325.79 was collected in fees.

Fire Inspector Barnett gave the June monthly report. A total of 10 campfires were issued. Discussion ensued regarding the issuing of campfire permits and what is permitted per Code. Mike Richey of Hurley Road, Mike Canale, Doug Cook also commented.

Bob Yearsley, Assistant Chief of Wagontown Fire Company gave their June fire report. He noted a total of 8 calls were responded to in West Brandywine Township. Doug Cook asked if campfires were the reason for any of the fire calls. Yearsley answered no.

The Manager noted he is in receipt of Wagontown Fire Company's contract and is waiting for East Brandywine Fire Company and Martins Corner Fire Company's contracts.

Manager Rambo gave the June fire report of the Martins Corner Fire Company. He noted a total of 6 calls in West Brandywine in June.

Manager Rambo gave the June fire report of the East Brandywine Fire Company. He noted 5 fire calls and 19 EMS calls into West Brandywine in June.

John Sly was present to give the Westwood Ambulance (Station 144) report for the month of June. He noted 53 calls in West Brandywine for the month.

Jeff Grossman gave the report of the Historical Commission. Mr. Grossman noted the Historical Commission is in the process of updating historical properties in the Township. Manager Rambo stated the Township has a contract with CCGIS to do projects. The Manager will ask GIS the cost of adding these properties on the Township map.

There was nobody in attendance from the Planning Commission (PC). The Manger noted the PC tabled everything at their last meeting.

There was nobody in attendance from the Open Space Review Board.

Municipal Authority Manager Rambo noted the Township is awaiting approval from PADEP for the planning module for the closure of the Kimberwick Spray Irrigation System.

Nobody was present from the Parks and Recreation Board. Manager Rambo noted the Parks and Recreation Board had a good turnout for their annual Father's Day concert.

Public Hearings (Ordinances as advertised) n/a

Old Business

The Manager, Public Works Director, and Township Engineer have met with Wheeler Products, a builder of wood span highway bridges as a second alternative for the replacement of the Icedale Road bridges and suggested alternatives will be provided to the Township. Manager Rambo noted they are exploring four different options for the Icedale Road Bridge.

The Township Manager has forwarded the final version of the amended Contractual Agreements for Fire Protection Services to the fire companies for their review and is awaiting the East Brandywine Fire Company and Martins Corner Fire Company contract. This item was noted earlier in the meeting.

The Township Manager is finalizing the amendments to the Recycling Ordinance to ensure that it is up to date with regard to materials being recycled, reporting requirements of businesses. There were no comments.

The summer edition of the Township's newsletter has been mailed. There were no comments.

Old Business from the Floor or the Board - There was no Old Business from the Floor or the Board.

New Business

Approval of release for Dr. Hughes in the amount of \$34,370.50. Supervisor Webb motioned to approve Dr. Hughes release request for \$34,370.50 based on the Manager's recommendation. Vice-Chairman McCaffrey seconded the motion. Board members Webb, McCaffrey, and Obernier voted aye.

Approval of Release #11 in the amount of \$111,035.95 for the Hide-Away Farms Project. Manager Rambo recommended the BoS approve the release request noting this has been reviewed by the Township Manager and reviewed and signed off by the Township Engineer. Supervisor Webb motioned to approve the release request in the amount of \$111,035.95 for the Hide-Away farms project since the Township has the Engineer's approval. Vice-Chairman McCaffrey seconded the motion. Board members Webb, McCaffrey, and Obernier voted aye.

Discuss bidding for 20,000 sq. yds. + or- of tar and chipping with Sadsbury Township. Manager Rambo noted the Township recently base repaired parts of Hurley Road and recommended putting tar and chip to seal Hurley along with other roads within the Township. Vice-Chairman McCaffrey motioned to participate with the bidding along with Sadsbury Township for bidding 20,000 sq. yards of tar and chipping. Supervisor Webb seconded the motion. Board members McCaffrey, Webb, and Obernier voted aye.

Discuss the Township's participation in "The Western Chester County Council of Governments" and the advertising of the required Ordinance. Manager Rambo stated the Township is in receipt of the draft proposal and draft agreement to participate in the Western Chester County Council of Governments. The Manager asked if the Board would like to pursue advertisement to participate. Vice-Chairman McCaffrey questioned by participating, the Township will not be giving up any authority within WBT and Manager Rambo answered correct. Chairman Obernier stated that he has been to all of the meetings and doesn't see a specific benefit as this time, but in the course of time there are some things the Township can utilize this group for. Supervisor Webb motioned to advertise the required ordinance for West Brandywine Township's participation in the West Chester County Council of Governments. Vice-Chairman McCaffrey seconded the motion. Board members Webb, McCaffrey, and Obernier voted aye.

The Township Manager is looking for new Heart and Lung Insurance coverage for the police department as the current policy will not be renewed due to its loss ratio history. Manager Rambo noted the Township has a three year loss history of 371% so the policy will not be renewed and is looking at other options.

Discussions on updating of the Township's radios. Manager Rambo noted the radios will cost approximately \$350 each; this will be put into next year's budget. If the Township has money available this year some of the radios can be purchased. New radio's will be put into the two new police vehicles that were just purchased.

New Business from the Floor - There was no New Business from the Floor.

New Business from the Board

Vice-Chairman McCaffrey noted that Supervisor Webb would like to discuss the K-9 unit and that Vice-Chairman McCaffrey has no problem having discussions on an upcoming agenda as long as people are notified in advance that this is going to happen. Manager Rambo stated budget time would be an opportune time to discuss this.

Supervisor Webb publically thanked Terri Kelly for holding down the fort for two weeks, being the solo employee in the office. Chairman Obernier concurred stating that is a very difficult thing to do when you are alone. Vice-Chairman McCaffrey commented that also shows how capable she is.

Ordinances and Resolutions – There were no Ordinances or Resolutions.

Public Comments

Chairman Obernier, Supervisor Webb, and Vice-Chairman McCaffrey questioned Star Scout Ben Cook regarding the discussions that took place during tonight's meeting and Star Scout Ben Cook noted his opinions.

Developer Presentations - There were no Developer Presentations.

Open Issues Before the Township

Chairman Obernier noted the Open Issues below and there were no comments.

The Township Engineer and Manager continue their work on updating the Township's Act Plan.

The Manager continues his work on the Township's Agricultural Security Area update.

Updates to the Township's lighting section of its Subdivision and Land Development Ordinance.

Investment of Pension Funds according to Section 3204 of the Second Class Township Code.

General Obligation Note

(Emmaus Bond Pool Adjustable Rate Bond for the Twp. and Public Works Facility/Park Construction: interest rate for the week is 1.35%). There were no comments.

Review and Payment of the Bills

Manager Rambo noted the General Fund bills total \$65,287.77 of which there is a bill for OAC Network Solutions. A vote is requested to pay all bills and then a separate vote for the OAC bill. Fire Appropriations Fund bills total \$951.76, the Solid Waste Fund bills total \$36,833.00, and the State Liquid Fuel Fund bills \$56,687.10. Manager Rambo noted there is a \$100 contribution that would cover employees of WBT should they fall and need an ambulance. Supervisor Webb reviewed the bills, found them in order, and motioned payment with the exception of the OAC bill. Vice-Chairman McCaffrey seconded the motion. Board members Webb, McCaffrey, and Obernier voted aye. Supervisor Webb motioned to pay the OAC bill, seconded by Vice-Chairman McCaffrey. Board members Webb and McCaffrey voted aye. Chairman Obernier abstained because he owns OAC Network Solutions.

Upcoming Meetings/Events

- Open Space Review Board, Thursday, July 26, 2012 at 7:00 p.m.
- Planning Commission, Thursday, July 26, 2012 at 7:30 p.m.
- Board of Supervisors, Thursday, August 2, 2012, at 7:30 p.m.
- Municipal Authority, Thursday, August 9, 2012 at 7:30 p.m.
- Historic Commission, Monday, August 13, 2012 at 7:30 p.m. (cancelled)
- Parks and Recreation Board, Tuesday, August 14, 2012 at 7:00 p.m.
- Board of Supervisors, Thursday, August 16, 2012 at 7:30 p.m.

Adjournment

There being no further business before the Board, Supervisor Webb motioned to adjourn the meeting at 9:10 p.m. Vice-Chairman McCaffrey seconded the motion. Board Members Webb, McCaffrey, and Obernier voted aye in favor of adjournment.

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