

**Meeting Minutes of August 18, 2011
Board of Supervisors**

Chairman Lindborg called the West Brandywine Township (WBT) Board of Supervisors meeting of August 18, 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. 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. It is noted that at 7:41 p.m. Supervisor Thomas McCaffrey arrived.

Acceptance of Minutes from Previous Meetings

The July 7, 2011 meeting minutes were approved for acceptance upon arrival of Supervisor McCaffrey with Vice-Chairman Obernier motioning to approve the meeting minutes and seconded by Supervisor McCaffrey. Board members Obernier, McCaffrey, and Lindborg voted aye.

Treasurer's Report

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

General Fund	\$47,685.64	Developer Escrow Fund	\$378,756.38
Fire Appropriations Fund	\$26,117.97	State Liquid Fuel Fund	\$87,121.70
K-9 Rudy Fund	\$294.71	Operating Reserve Fund	\$522.29
Open Space Fund	\$333,395.60	Police Pension Fund	\$1,735,470.17
Solid Waste & Recycling	\$103,249.51	Non-Uniform Pension Fund	\$398,209.29
Capital Reserve Fund	\$181,321.14	Payroll Fund	\$3,611.92

Public Comments (*residents or representatives of taxpayers of the Township requesting to be on agenda*). No one requested to be on the agenda.

Correspondence/Communications *Information to act upon*

The Township is in receipt of a ninety day letter of extension for the Hammell/O'Donnell Business Park Project. Manager Rambo recommended the BoS accept the extension in that they are working to address sewer related issues. The Manager noted that the only improvements in the Township were stormwater. Vice-Chairman Obernier motioned to accept the letter of extension followed by a second by Chairman Lindborg. Board Members Obernier, and Lindborg voted aye.

The piece of correspondence was from Doug Smith of 6 Westview Drive. The Manager advised the Board that Mr. Smith was interested in serving as one of the Township Deputy Emergency Management Coordinators. Both Supervisors Lindborg and Obernier requested that Manager contact Mr. Smith and have him come in to meet with them prior to the next Board of Supervisors meeting.

The Township was in receipt of the 2012 MMO requirements for the Uniform and Non-Uniform Pension Plans from Thomas J. Anderson & Associates. As required by Act 205, Manager Rambo presented the Board of Supervisors with the 2012 MMO requirements. The minimum Uniform MMO is \$125,476.00 and the market value of assets is \$197,726.00. The minimum Non-Uniform MMO is \$34,252.00. The Board accepted the 2012 MMO amounts as prepared by Thomas Anderson.

The Board was in receipt of the Multi-Municipal Agreement for signing with regard to the participation in the review of the Comcast Franchise Agreement. Manager Rambo explained that there are 13 municipalities participating and that the initial cost to review everyone's agreement was \$292.31 per municipality. Supervisor Obernier asked as to whether they would address the obtaining of all possible fees. The Manager noted that that would be in the next process of the Agreement. What is going on now is the review of what everyone's agreement states currently as it pertains to fees and the franchise area. Supervisor Obernier motioned to participate followed by a second by Supervisor Lindborg. Board members Obernier and Lindborg voted aye to participate.

The Township was in receipt of the Thomas J. Anderson & Associates, Inc. 205 Actuarial Valuation Reports for the Uniform and Non-Uniform Pension Plans for signing. The Manager requested approval of the reports so that he could sign them on behalf of the Township. It was noted that these reports assist the Township in obtaining State Grant Aid. Supervisor Obernier motioned to have the reports signed followed by a second by Supervisor Lindborg. Board members Obernier and Lindborg voted aye.

Correspondence/Communications Information to note

The Township is in receipt of the PennDot District 6 Project approval for the work to be completed on Brandamore Road. The Manager noted that this work will be performed with the multi-municipal paving crew participants.

The Township is in receipt of the Chester County Tax Claim Bureau Advertising Sale List of liened parcels set for a September 12, 2011 sale. The Manager noted that the Tax Collector was in the process of filling out the paperwork so that it could be submitted by the Township.

The Honey Brook Fire Company Ambulance Division forwarded the Township a thank you letter for the opportunity to provide a proposal for EMS coverage to the Township. Manager Rambo noted its receipt and acknowledged the professionalism of their presentation.

The Honey Brook Library has sent a thank you letter allowing them to present information on the Hands Outreach Program they do at IRV Mobile Home Park. Supervisor Lindborg noted the benefit of the service. Supervisor Obernier would like to donate \$1,000.00 to the Library and requested that the Manager to see if this would be possible.

The Chester County Tax Collection Committee has forwarded the Township correspondence forwarded to Rose Harr of Keystone Collections as it relates to the Local Services Tax. The Manager noted that this pertained to the concerns that LST funds were not coming in and being distributed in a timely manner by Keystone Collections. (It was noted that Supervisor McCaffrey arrived at this point)

The Township was in receipt of correspondence from Francis A. Galgano of Hide-Away Farms with regard to the Conditional Use Application of Mr. Ives and Lot 60 of the Hide-Away Farms Project. Discussion ensued by the Board with regard to the proposal. It was noted that the barn was being proposed to be converted into 2 proposed dwelling units. Supervisor Lindborg thought this was a solution to preserving the farmette. Supervisor McCaffrey did not like the thought of the property being further subdivided and additional dwelling units being obtained. Supervisor Obernier requested that the Township utilize funds it was holding to board up the home and barn so that additional vandalism could not occur until such time that the CUH application was acted upon.

Charles Kusnierczyk has forwarded the Township correspondence with regard to the entrance into the Cigas Machine Shop. It was noted that Mr. Kusnierczyk was involved in an accident at that location. The Township would contact PennDot to address this with Cigas Machine Shop as Route 82 is a state road.

Reports of Departments: Month of July unless otherwise noted.

Police Report: Presented by Chief Werner.

Criminal	2	Burglaries/Thefts	14	Total Complaints	587
Non Traffic	2	DOA's	5	Total hrs worked	1231.8
Parking	3	Domestic/Disturbance	16	Overtime hrs	34.0

Traffic	57	Harassment	1	Fuel Used	655.4
Warnings	25	Premise Check	112	Total Miles Driven	5746
Total Arrests	64	Susp. Cond/Vehs	21	Admin Hrs	230.3
Alarms	21	Vehicle Crashes	6	Court Hrs	35.5
Animal Calls	9	Vehicle Stops	75	Training Hrs	41.0
Assist other PD	13	All Other	294	Investigation Hrs	161.0

Public Works Department Report: Presented by Tom Eells, Public Works Director. Mr. Eells also noted work completed during the month.

Total man-hours	768.25	Miles traversed	1889
Total Equipment hours	109	Total fuel gallons	851.02

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

Building & Codes

Building Permits issued	23	CL Fees collected	\$640.00
Permit base fees collected	\$5,598.00	Inspections completed	61
Occupancy fees collected	\$300	Failed Inspections (FI)	5
U&O permits issued	1	Failed Inspections Fees collected	0
U&O permits issued cursory	32	Total fees collected	\$6,538.00
Contractor Licenses (CL) issued	16		

Fire Report:

Campfire/Recreational Permits	32
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East Brandywine Fire Company: Presented by Deputy Chief Witmer.

Fire

Number of calls dispatched into WBT	10	Initial dispatch into WBT	10
Second dispatch into WBT		Number of calls scratched	-

Medical Assist

Number of calls dispatched into WBT	26	Initial dispatch into WBT	26
Second dispatch into WBT	-	Number of calls scratched	-

Wagontown Fire Company: Submitted and presented by John Sly (Westwood Amb.) on behalf of Chief Ziegler.

Fire

Number of calls dispatched into WBT	5	Initial dispatch into WBT	5
Second dispatch into WBT	0	Number of calls scratched	0

Medical Assist

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

Westwood Ambulance: Update submitted by John Sly.

Ambulance to be relocated and in operation at Wagontown Fire Company at 6:00 a.m. on Monday, August 22, 2011. Furniture, computers, etc. being placed at the Wagontown Fire Company.

Martins Corner: Submitted by Chief Dan Metzler.

Fire

Number of calls dispatched into WBT	2	Initial dispatch into WBT	-
Second dispatch into WBT	-	Number of calls scratched	0

Reports of Organizations, Boards and Commissions

Jeff Grossman gave an update on behalf of the Historical Commission. No one from the Parks and Recreation Board, Open Space Review Board or Planning Commission were in attendance to give their reports.

Municipal Authority Manager Rambo summarized progress to date on the Authority project.

Old Business

The Manager continues the gathering of information on the cost to repair or reconstruct the Icedale Road bridges. The Public Works Director is obtaining information.

The Board of Supervisors noted that the Westwood Ambulance Company was appointed to provide EMS coverage to the Township at a joint meeting of the West Brandywine Township and West Caln Township Board of Supervisors special meeting held on Monday, August 8, 2011. Manager Rambo noted that he had received a newsletter article from John Sly for the fall newsletter.

Old Business from the Floor

There was no Old Business from the Floor.

Old Business from the Board

Supervisor McCaffrey talked about the Hide-Away Farms Project and his continued concern that others will attempt to gain more dwelling units in the future in a similar fashion as they are doing with this project.

New Business

Newsletter articles are due on Linda Formica's desk for the 2011 fall Edition.

The Township's Department Heads are to be compiling their 2012 budget numbers for submission to the Township Manager by September 15, 2011.

The Western Chester County "draft" Regional Economic Study will be presented to the elected officials on Wednesday, August 31, 2011 at 7:00 p.m. at the West Caln Township facility. The Manager noted elected officials and planning commission members are invited to attend and hear the presentation.

New Business from the Floor

There was no New Business from the Floor.

New Business from the Board

There was no New Business from the Board.

Ordinances and Resolutions

There were no Ordinances or Resolutions.

Public Comments and Developer Presentations

There were no Public Comments or Developer Presentations.

Open Issues Before the Township

The Township Engineer and Manager continue their work on updating the Township's Act Plan.
There were no comments.

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

The Township Manager is working to complete the Airport Hazard Zoning District Overlay.
There were no comments.

The Township is looking for a volunteer to fill a vacancy on the Historic Commission.
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 1.85%). There were no comments.

Review and Payment of the Bills

Manager Rambo noted the General Fund bills total \$50,763.10, the Fire Appropriations Fund bills total \$1,894.25, Solid Waste Fund bills total \$27,893.82, and the Liquid Fuels Fund bills total \$870.04. Supervisor McCaffrey and Obernier noted reviewing the bills and finding them acceptable. Supervisor McCaffrey motioned to pay the bills followed by a second by Vice-Chairman Obernier. Board Members McCaffrey, Obernier, and Lindborg voted aye to pay the bills.

Upcoming Meetings/Events

- Car Show/Movie Night, Saturday, August 20, 2011 at 4:00 p.m.
- Open Space Review Board, Thursday, August 25, 2011 at 7:00 p.m.
- Planning Commission, Thursday, August 25, 2011 at 7:30 p.m.
- Board of Supervisors, Thursday, September 1, 2011 at 7:30 p.m.
- Municipal Authority, Thursday, September 8, 2011 at 7:30 p.m.
- Historic Commission, Monday, September 12, 2011 at 7:30 p.m.
- Parks and Recreation Board, Tuesday, September 13, 2011 at 7:00 p.m.
- Municipal Authority, Thursday, August 11, 2911 at 7:30 p.m.

Adjournment

There being no further business before the Board, Vice-Chairman Obernier motioned to adjourn the meeting at 8:11 p.m. Supervisor McCaffrey seconded the motion. Board Members McCaffrey, Obernier and Lindborg voted aye in favor of adjournment.

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