

Meeting Minutes of September 15, 2011
Board of Supervisors

Vice-Chairman Obernier called the West Brandywine Township (WBT) Board of Supervisors meeting of September 15, 2011 to order at 7:33 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 absent due to work obligations, Josef G. Obernier, Sr. and Thomas J. McCaffrey in attendance. Also present were Ronald A. Rambo, Jr., Township Manager and Dale C. Barnett, Codes/Zoning Officer.

Acceptance of Minutes from Previous Meetings

The August 4, 2011 and September 1, 2011 meeting minutes were approved for acceptance. Supervisor McCaffrey motioned to approve the minutes with Vice-Chairman Obernier seconding the motion to approve the meeting minutes. Board members in attendance, Obernier and McCaffrey voted aye for their acceptance.

Treasurer's Report

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

General Fund	\$78,252.76	Developer Escrow Fund	\$378,770.72
Fire Appropriations Fund	\$24,717.00	State Liquid Fuel Fund	\$85,750.24
K-9 Rudy Fund	\$294.71	Operating Reserve Fund	\$522.29
Open Space Fund	\$364,895.22	Police Pension Fund	\$1,736,610.17
Solid Waste & Recycling	\$66,403.85	Non-Uniform Pension Fund	\$398,209.29
Capital Reserve Fund	\$31,321.14	Payroll Fund	\$29,410.83

Special Public Presentation

Representatives of the East Brandywine Fire Company were in attendance to request additional funding for the 2012 calendar budget year. Those in attendance were; Thomas Flanagan and Tricia Welborn of Volunteer's Financial Services and Marc Crusemire, President. Thomas Flanagan noted how the fire company has prepared a long range plan for building updates and equipment replacement.

A powerpoint presentation was given to those present to show the funding that is being requested over the next ten (10) plus years from the Township's that the East Brandywine Fire Company services as first in call. East Brandywine Fire Company, whom currently services 65% of West Brandywine Township on a first call basis, was looking at a contribution increase from the current \$45,900.00 per year to \$77,889.00 per year or a yearly increase of \$31,989.00. This would equate to over \$319,989.00 contribution over the next ten (10) years. These funds would be utilized to pay for new equipment and the updating of its existing fire station.

Part of the presentation by Volunteer's Financial Services was a spreadsheet of all anticipated revenues, current investments and expenses. Manager Rambo asked the percentage of the existing investments that were from prior or current municipal contributions and what percent of municipal contributions are used for the daily operations of the fire company. Marc Crusemire was unsure of these figures, but would gather this information if wanted.

Supervisor McCaffrey brought up that with tax money contributions like this that the Township would need to have some direct say over the expenditures of the funding being provided. Discussions ensued between the Fire company representatives and the Board of Supervisors. At the end of the presentation Vice-Chairman Obernier thanked those that came for the presentation.

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 request from Hurricane Hill Farm for traffic control assistance at their Corn Maze from the East Brandywine Fire Company Fire Police. Manager Rambo noted that the request is being made so that the Fire Police will be covered by insurances. The directing of traffic at a non-emergency scene is considered a special event and an insurance rider should be obtained. In as much as the Township pays a portion of the Fire Company's Worker's Compensation, the Manager requested the Boards approval to allow the Fire Police to assist at this activity. Vice Chairman Obernier motioned to allow the use of Fire Police, seconded by Supervisor McCaffrey. A vote showed both Board members present in favor. The Manager noted that Hurricane Hill Farms with make a monetary contribution to the Fire Company for their assistance.

The Board of Supervisors was in receipt of paperwork to discuss and recognize the Statement of Support for our American soldiers serving on the National Guard and Reserve. After a brief discussion by the Board, the Manager noted that he would prepare the necessary Statement of Support for the Board to adopt at one of their upcoming public meetings.

Correspondence/Communications *Information to note*

The Township is in receipt of revised documents from Theo Claypoole, Esquire, with regard to the proposed Gordon Eck Conservation Easement. The Manager noted that the revised document is addressing the issues brought forth by John E. Good, Esquire in his review of the proposed easement language.

The Township is in receipt of information from the Chester County Association of Township Officials with regard to the proposed dues increase slated for next year. It was noted by the Manager that the last dues increase was in 2009 and that it is being sought to assist with the operation of the Association. A vote on the proposed dues increase would occur at the upcoming Fall business meeting.

The Township is in receipt of the initial reimbursement check from the County for the purchase of the Henderson Conservation Easement. Manager Rambo noted its receipt and that the check totaled \$303,568.75. The total grant awarded to the Township was \$400,000.00 and the remainder of the grant award would be requested as the Township makes its quarterly payments to the Henderson's.

The Township is invited to attend an upcoming seminar on Planning Your Greenway presented by the Brandywine Conservancy. It was noted that this seminar is open to the elected Board members and members of the Township's various Boards and Commissions.

PECO has forwarded the Township information on their Green Region Grant Opportunity Program. The Manager noted that the Township has received a grant through this program in the past. The information would be passed onto the Open Space Review Board and Parks and Recreation Board for their review.

John E. Good, Esquire has forwarded the Township a review of the revised Gordon Eck Conservation Easement documents. The Board noted that the Township Solicitor has reviewed the revised Eck Conservation Easement documents prepared by Theo Claypoole, Esquire. The documents were found to be in order and the Township could elect to move forward with the purchase of the Conservation easement if it so desired.

Reports of Departments: *Month of August unless otherwise noted.*

Police Report: Presented by Chief Werner.

Criminal	4	Burglaries/Thefts	10	Total Complaints	667
Non Traffic	3	DOA's	2	Total hrs worked	1353.5
Parking	3	Domestic/Disturbance	14	Overtime hrs	39.5
Traffic	161	Harassment	1	Fuel Used	715.6

Warnings	43	Premise Check	178	Total Miles Driven	6367
Total Arrests	171	Susp. Cond/Vehs	23	Admin Hrs	147.5
Alarms	14	Vehicle Crashes	10	Court Hrs	22.8
Animal Calls	3	Vehicle Stops	175	Training Hrs	52.5
Assist other PD	21	All Other	216	Investigation Hrs	172.0

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

Total man-hours	903.25	Miles traversed	3,136
Total Equipment hours	118	Total fuel gallons	1,260.30

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

Building & Codes

Building Permits issued	30	CL Fees collected	\$560.00
Permit base fees collected	\$14,824.20	Inspections completed	48
Occupancy fees collected	\$700	Failed Inspections (FI)	3
U&O permits issued	1	Failed Inspections Fees collected	0
U&O permits issued cursory	26	Total fees collected	\$16,084.20
Contractor Licenses (CL) issued	14		

Fire Report:

Campfire/Recreational Permits 19

East Brandywine Fire Company: Presented by Deputy Chief Edwards.

Fire

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

Medical Assist

Number of calls dispatched into WBT	16	Initial dispatch into WBT	16
Second dispatch into WBT	-	Number of calls scratched	-

Wagontown Fire Company: Submitted and presented by Chief Ziegler.

Fire

Number of calls dispatched into WBT	10	Initial dispatch into WBT	10
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: Submitted by John Sly.

Number of calls dispatched in WBT 21; 19 medical
2 fall

Martins Corner: Submitted by Chief Dan Metzler.

Fire

Number of calls dispatched into WBT	7	Initial dispatch into WBT	7
Second dispatch into WBT	-	Number of calls scratched	0

Reports of Organizations, Boards and Commissions

No one present from the Historical Commission. No one from the Parks and Recreation Board was present. Steve Jakatt gave the Open Space Review Board update in that they were working with Gordon Eck on his conservation easement and that the Planning Commission recommended the tabling of all plans before them.

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.

Departments Heads, Boards and Commissions are reminded that their 2012 budget requests are due on the Manager's desk. Manager Rambo noted that he had received some of the budget requests and would be starting the preparation of the budget for presentation to the Board in mid October.

The Manager is in the process of preparing the necessary paperwork for the review of the Township ASA and the addition of property's. The Manager noted that he is reviewing the ASA requirements so that the Township can begin the process of adding or deleting tax parcels from its ASA. It was noted that this will be a process requiring letters to go out and public hearings.

The Township is participating in the multi-municipal Comcast Franchise Agreement review. The Manager noted that there are 13 municipalities participating in the review and sharing expenses. Once the initial review of all existing contracts take place, the municipalities will meet to discuss what they would like incorporated into a new Franchise Agreement.

The Manager and Zoning Officer continue the review of the Township zoning ordinances as it pertains to the operation of roadside stands. The Manager advised the Board that the zoning ordinance was being reviewed. The Manager suggested establishing a farm market on Township property from the end of May through the pumpkin season to allow farmers and other crafters to come to the Township grounds on Friday's through Sunday's every weekend to sell their produce or crafts. A small fee could be charged by the monthly to cover any clean-up or maintenance that would need to be done. Public restrooms would be available and children of those individuals visiting the farm market could play at the playground. The Manager noted that he has seen this take place throughout his travels to other municipalities.

In as much as the zoning allows an individual to have stands on their own property, there would be no need to amend the zoning ordinance to allow stands to be anywhere. The Board felt that the farmer should be able to set up a roadside stand and sell their produce. The Manager was advised to continue his review of the zoning ordinance as it pertained to roadside stands.

Old Business from the Floor

There was no Old Business from the Floor.

Old Business from the Board

Supervisor Obernier requested that the Manager and Zoning Officer review the Township sign ordinance as it pertains to the newer electronic signs that are starting to be utilized. Draft amendments are to be prepared and presented to the Board of Supervisors for consideration.

New Business

The Township will be updating its EOP for the County. The Manager noted that the Chester County Department of Emergency Services is requesting the Township to update its plan. Township staff will gather the current plan and provide it to the Deputy Emergency Management Coordinators for their review. A meeting will be held with them to begin the update of the plan for presentation to the Board of Supervisors.

The Fall edition of the Newsletter is being prepared for printing and distribution by Linda Formica.

Discuss the establishment of a West Brandywine Township Community Week-End. Vice-Chairman Obernier thought it should be something like the current strawberry festival held by the hospital. He has begun discussions with the Coatesville Rotary to see if they would partner with the Township. An area within the Township would need to be selected for the event and the costs to take on such an endeavor would need to be looked into. The Manager noted that at the current time there are no tax dollars available to support such an event. Contributions would need to be obtained to assist in preparing for such an event.

The sale of used office equipment and other equipment was discussed next. The Manager noted that there are a lot of old printers and computers that are not being utilized as they are outdated or not functioning. As for other equipment, the Manager noted that the Wagontown Fire Company Fire police were interested in the 1990 GMC Utility Truck no longer being used by the Township. Supervisor McCaffrey stated that he thought it was going to be used for other municipal purposes. The Manager noted that it needed work and that he thought it would be better utilized by the Fire Police. The Manager suggested donating it to the Fire Company for a \$1.00. This would be discussed at the next meeting. A complete list of equipment would be compiled to place on Municibid.

The Township is compiling data with regards to the recent storms. The Manager noted that he and the Public Works Director would be accessing the damage caused by the recent storms and would be compiling a list incase Public Assistance became available to repair what was damaged by the recent heavy rain falls and flooding.

New Business from the Floor

There was no New Business from the Floor.

New Business from the Board

Supervisor McCaffrey requested the Manager to look into whether or not the Township could charge more for a fire district that utilized more of the services provided by the local fire companies, such as ambulance service. Resident Kathy Franciscus did not believe that the Township should charge more to certain areas of the Township, especially those that had older residents and would be more dependent on the service. Additional discussions took place in that the Township did not contribute tax dollars to the ambulance service and that it was self supportive.

Ordinances and Resolutions

There were no Ordinances or Resolutions.

Public Comments and Developer Presentations

Resident Barbara Pucchino of 3220 Manor Road asked what the Township was going to do about the number of fatalities that have been occurring on the roadways throughout the Township. In discussing this, the Supervisors noted that the accidents that have occurred were due to speeding, running stop signs, etc. It is difficult to stop accidents that are caused by individuals not obeying posted speed limits and instructional signs. What it comes down to is the education of drivers and the need for them to adhere to postings, etc.

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 1.65%). There were no comments.

Review and Payment of the Bills

Manager Rambo noted the General Fund bills total \$43,419.61, the Fire Appropriations Fund bills total \$1,894.25, Solid Waste Fund bills total \$37,890.35, and the Liquid Fuels Fund bills total \$2,928.07. 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 and Obernier voted aye to pay the bills.

Upcoming Meetings/Events

Open Space Review Board, Thursday, September 22, 2011 at 7:00 p.m.
Planning Commission, Thursday, September 22, 2011 at 7:30 p.m.
Board of Supervisors, Thursday, October 6, 2011 at 7:30 p.m.
Historic Commission, Monday, October 10, 2011 at 7:30 p.m.
Parks and Recreation Board, October 11, 2011 at 7:00 p.m.
Municipal Authority, Thursday, October 13, 2011 at 7:30 p.m.
Board of Supervisors, Thursday, October 20, 2011 at 7:30 p.m.

Adjournment

There being no further business before the Board, Supervisor motioned to adjourn the meeting at 9:24 p.m. Vice-Chairman Obernier seconded the motion. Board Members McCaffrey and Obernier voted aye in favor of adjournment.

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