

*West Brandywine Township  
Open Space Review Board  
Meeting Minutes of October 12, 2006*

7:15 PM      John Cassels called the meeting to order.

In attendance:

Paula Kondracki  
John Cassels  
Anita Ferenz  
Jeff Chalfont  
Steve Jakatt

John Cassels made note that, as of the date of this meeting, only Planning Commission members had been appointed by the West Brandywine Township Board of Supervisors. John Cassels felt that both Parks and Recreation Committee members (Kondracki & Chalfont) were valuable board assets and the current Open Space Review Board (OSRB) would recommend their inclusion onto the OSRB.

Nominations were accepted for OSRB Chairperson. Anita Ferenz nominated John Cassels. Steve Jakatt seconded the motion. All were in Favor.

Nominations were accepted for Vice Chair. Steve Jakatt nominated Anita Ferenz, John Cassels seconded the motion. All were in favor.

Nominations were accepted for Secretary. Steve Jakatt nominated himself, Anita Ferenz seconded the motion. All were in favor.

**Action on Minutes of Previous Meeting(s):**

As the October 12, 2006 meeting is the first official meeting, no previous minutes were available.

**Correspondence & Communication:**

No correspondence or communications were submitted.

**Public Comments:**

No public comments were offered.

**Old Business:**

As this is the first official meeting, no old business was offered.

**New Business:**

John Cassels motioned that the official meeting date would be the 2<sup>nd</sup> Thursday of every month, unless Township business or holiday were in conflict. All were in favor.

John Cassels motioned that the OSRB operate by Robert's Rules of Order. Steve Jakatt seconded the motion. All were in favor.

Discussion ensued as to the huge amount of effort this OSRB appeared to be. Comments were made that whole consulting firms performed this work which is seen consisting of targeting Open Space desired, approaching the land owners, evaluating each parcel, procuring true property value, presenting recommendations/findings to the WBT BoS, hiring a title search company, evaluating the best method of purchase (fee simple where WBT would then be required to sell the property within two years, or by conservation easement or some other means more permanent which are currently unknown), and many other un-seen tasks. OSRB members are, frankly overwhelmed by the probable work.

John Cassels stated that he would try to procure a recording secretary from Mr. Rambo.

Anita Ferez questioned whether we would be able to hire consultants. John Cassels did not know the answer, but "would ask Ron Rambo".

Anita Ferez offered to e-mail a meeting reminder to all members, a day prior to each meeting.

All members then read through the East Bradford Township By-Laws, of which all had a copy. All were in agreement this was a good basis for WBT Board formation, so the entire East Bradford By-Laws were altered where appropriate to fit West Brandywine Township OSRB. This process comprised most of the meeting.

Prior to adjournment, John Cassels stated he would ask Ron Rambo to copy the DCNR "Implementing a Municipal Open Space Program: A Guide for Pennsylvania's Municipalities" and "Using Conservation Easements to Preserve Open Space: A Guide for Pennsylvania's Municipalities". John Cassels asked that we all read these documents before the next meeting, scheduled for November 9, 2006.

9:06 PM Anita Ferez motioned to adjourn, Steve Jakatt seconded the motion. All were in favor.