**West Vincent Township
Board of Supervisors**

**January 18, 2022   7:00 PM
Webinar via Zoom**

Attendance: Bernie Couris, Chair, Sara Shick, Vice Chair, Dana Alan, Member, John Granger, Township Manager (Virtual), Mark Thompson, Township Solicitor, Kathy Shillenn, Township Secretary, Michele Hogrelius, Township Treasurer (Virtual), Ed Latshaw, Township Engineer

Chairman Couris called the Meeting to order at 7:04 PM.

MOTION by Ms. Shick to approve the minutes of the December 20, 2021 and January 3, 2022; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Mr. Couris announced the award of an Opalanie Park Grant from DCNR in the amount of $250,000 and the intent to submit a grant application to Chester County to support a fishing pier, tot lot and other improvements at Opalanie Park. This grant would supplement the DCNR grant.

Mr. Granger announced that the February 7, 2022 Workshop Trail Presentation meeting is postponed until the presentation can be held in person.

Police Report: Chief Swininger gave the report. Report acknowledged as received.

Bills List: **MOTION** by Ms. Shick to approve the Bills List in the amount of $2,992,019.95; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Treasurer's Report: None.

Manager's Report – Mr. Granger gave the report. Report acknowledged as received.

Old Business
Authorization to Retain no more than Three (3) Consultants with Experience and Knowledge of Timber Frame Barns at a cost of less than $10,000 to Assess the Frame of the Barn – **MOTION** by Ms. Shick to authorize retaining no more that three (3) consultants with experience and knowledge of timber frame barns at a cost of less than $10,000 to assess the frame of the barn; second by Ms. Alan. Ms. Shick explained.

There being no comments or questions, *Motion carries unanimously*.

Resolution No. 6-2022 – Closing out Contract with Reclaim for Demolition of Structures at Opalanie Park – **MOTION** by Ms. Shick to adopt Resolution No. 6-2022, Closing out the contract with Reclaim for demolition of structures at Opalanie Park; second by Ms. Alan. Mr. Granger discussed. Mr. Thompson, township solicitor, discussed.

There being no comments or questions, *Motion carries unanimously.*

Resolution No. 7-2022 – Preliminary/Final Plan Approval – TC Energy, 310 Fellowship Road – **MOTION** by Ms. Shick to adopt Resolution No. 7-2022, Approval of Preliminary/Final Plan for TC Energy, 310 Fellowship Road; second by Ms. Alan. Mr. Latshaw, township engineer, discussed.

There being no comments or questions, *Motion carries unanimously.*

New Business
Acknowledge Receipt of Subdivision/Land Development Plan for Pothouse-Kimberton LLC Urgent Care – 986-990 Pottstown Pike - Plan acknowledged as received. Acceptance by the Board of Supervisors confirms the start of the Municipal Planning Code timeline.

Barry DiLibero, Pottstown Pike asked what was happening with the plan; he is the adjoining property.

Authorize Advertisement for Modification to Building Code – Ice Shield – **MOTION** by Ms. Shick to authorize advertisement for the Modification to the Building Code regarding Ice Shields; second by Ms. Alan. Mr. Granger discussed.

There being no comments or questions, *Motion carries unanimously.*

Authorize Advertisement for Amendments to Driveway Ordinance – **MOTION** by Ms. Shick to authorize advertise amendments to the Driveway Ordinance; second by Ms. Alan.   Mr. Latshaw, township engineer, explained.

George Dulchinos, 1415 Hollow Road asked at what point the new requirements would be triggered.

There being no comments or questions, *Motion carries unanimously.*

Authorize Advertisement for Bids for 2022 Road Program – **MOTION** by Ms. Shick to authorize advertisement for bids for the 2022 Road Program; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Authorize Advertisement for Bids for Paving of Kimberton Road, Shady Lane, Hilltop Road and Sheeder Mill Road – **MOTION** by Ms. Shick to authorize advertisement for bids for paving Kimberton Road, Shady Lane, Hilltop Road and Sheeder Mill Road; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Authorize Advertisement for Bids for Stormwater Management Improvements on Kimberton Road – **MOTION** by Ms. Shick to authorize advertisement for Bids for Stormwater Management Improvements on Kimberton Road; second by Ms. Alan. This project will start at the Maxwell property to the stone arch bridge.

There being no comments or questions, *Motion carries unanimously.*

Authorize Advertisement for Bids for Repairs to Kimberton Road Bridge – **MOTION** by Ms. Shick to authorize advertisement for bids for repairs to Kimberton Road Bridge; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Adopt Ordinance No. 196 – Approved Changes to Building Code – Mr. Thompson, township solicitor, discussed this. There were certain requirements that had been deleted as part of the code; this ordinance brings the township in line with every other township that is part of the statewide Uniform Construction Code.

MOTION by Ms. Shick to adopt Ordinance 196, to approve changes to the building code; second by Ms. Alan.

Kirk Reinbold, Green Lane asked if there was a difference between paving and paving bids in the above authorization.

There being no comments or questions, *Motion carries unanimously.*

Adopt Township Employee Manual – **MOTION** by Ms. Shick to adopt the Township Employee Manual; second by Ms. Alan.

 There being no comments or questions, *Motion carries unanimously.*

Adopt Township Social Media Policy – **MOTION** by Ms. Shick to adopt the Township Social Media Policy; second by Ms. Alan.

Kirk Reinbold, Green Lane asked what the Social Media Policy is and why haven't they received it.

There being no further comments or questions, *Motion carries unanimously.*

Adopt Township Cyber Security Policy – **MOTION** by Ms. Shick to adopt the Township Cyber Security Policy; second by Ms. Alan.

Meghan Emery questioned if the policies & manuals are the same as other townships.

There being no further comments or questions, *Motion carries unanimously.*

Approve Collective Bargaining Agreement for Township Police Officers – MOTION by Ms. Shick to approve the Collective Bargaining Agreement for Township Police Officers; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Authorize the Purchase of Seven (7) Laptops – MOTION by Ms. Shick to authorize the purchase of seven (7) laptops for the Board Meeting room; second by Ms. Alan.   Ms. Alan asked if the township has received buy-in from committees before they are purchased.
Mr. Granger stated that the primary users will be the Board of Supervisors and the Planning Commission.

There being no comments or questions, *Motion carries unanimously.*

Authorize Purchase of Projector for Presentations – **MOTION** by Ms. Shick to authorize the purchase of a projector for presentations in the board meeting room; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Authorize Purchase of Large Printer/Scanner – MOTION by Ms. Shick to authorize the purchase of a large printer/scanner; second by Ms. Alan.

There being no comments or questions, *Motion carries unanimously.*

Public Comment on Non-Agenda Items

George Dulchinos, 1415 commented on the notion of taking questions all bunched up.

Ms. Alan commented that there are currently openings on the Open Space Review Board, Human Relations Commission and Sustainability Committee.

There being no further discussion, the **MOTION** to adjourn was brought forward by Ms. Shick; second by Ms. Alan. *Motion carries unanimously.*

Meeting adjourned at 7:50PM.

Respectfully Submitted,
Kathy Shillenn
Township Secretary