

**West Vincent Township  
Board of Supervisors Meeting  
December 19, 2022 7:00 p.m.  
DRAFT MINUTES**

Attendance: Bernie Couris – Chair; Sara Shick - Vice Chair; Dana Alan – Member; Mark Thompson - Township Solicitor; Kathy Shillenn - Township Secretary; John Granger - Township Manager - Absent.

Mr. Couris called the meeting to order at 7PM, and those in attendance participated in the Pledge of Allegiance. It was then announced that the Board met in Executive Sessions on November 28, 2022, to discuss legal matters and December 1, 2022, to discuss open space matters.

Mr. Couris made a **motion** to approve the minutes of November 21, 2022. Mrs. Alan seconded the motion. *Motion passed unanimously.*

**Reports:**

1. **Police Report:** Cpl. Butler read the report. Report on file.
2. **Bills List:** Mrs. Alan made the **motion** to approve the Bills List for all township expenditures in the amount of \$725,428.17. Motion was seconded by Ms. Shick. George Dulchinos had a comment that the memo-section of the report appears cut off. Ms. Shick noted that the report underwent new formatting and there will be future formatting adjustments. There were no questions, and *motion carried unanimously.*
3. **Treasurer's Report:** Mrs. Alan gave the report. Report on file. Mr. Couris asked for any comments.  
John Eldridge (1634 Hilltop Road) commented the General Fund has a surplus of \$284,000 at this time. November had a loss of \$536,000. He believes there is inconsistency of earned income tax between General Fund and Open Space Fund.  
There were no further comments or questions.
4. **Manager's Report:** Mr. Couris gave the report.
  - The representative of the new owners of the Town Center plan to build the buildings as approved and to submit the plans for permits in the first quarter of 2023.
  - For the road program: Jaine Lane is scheduled for Culvert replacement and stormwater sewer work; St. Andrews Road will have the elevation of the road raised; Hilltop Road will have more information available soon; Hollow & Flowing Springs Roads will replace existing cross pipes after the holidays. Further repairs will happen as well as repaving in 2Q 2023.
  - Opalanie Park has a Maintenance Program through Public Works. A concept plan is also being developed by Parks & Rec.
  - Fellowship Trail: A joint effort between DEP and U.S. Army Corps of Engineers is happening for the wetland crossing.
  - There are major projects coming up for our road crew, and they have done a phenomenal job this past year.

**Old Business:**

5. Mrs. Alan made the **motion** to adopt the 2023 Budget. Motion was seconded by Sara Shick.  
John Eldridge (1634 Hilltop Road) was unaware that the budget was going to be approved today with John Granger not being in attendance. Mr. Eldridge has a summary of a few of his issues:
  - With all of the various funds moving around, when you take the YE2022 estimate (and Mr. Eldridge dislikes that there are no totals but rather “revenue/expenditure”

only, “no net income”). For this year, it is projected to lose \$1.5MM. Next year is projected to lose \$1.8MM in the funds which could be explained away by using funds on hand since there is an excess of funds. The General Fund has a Net Income of \$72,000, but it seems like Open Space Fund is shorted by \$200,000 of the distribution of the Earned Income Tax. The work may not need to be corrected but the work needs to be done correctly.

There being no further comments or questions, *motion carried unanimously.*

**New Business:**

**6. Approval of Resolution No. 29-2022, Property Tax Penalty Waiver Provisions:**

Mrs. Alan made the motion to adopt Resolution No. 29-2022, Property Tax Penalty Waiver Provisions. Motion was seconded by Ms. Shick.

Jim Deisinger (1030 Linden) asked for an explanation of the resolution. Mark Thompson (Solicitor) said it is a county-wide provision that directs the tax collector to waive additional charges for real estate taxes in certain situations. There being no further comments or questions, *motion carried unanimously.*

**7. Approval of Resolution No. 30-2022, Adopt Initiatives to be Recognized as a PA Audubon Council Bird Town:**

Mrs. Alan made the motion to adopt Resolution No. 30-2022, Adopt Initiatives to be Recognized as a PA Audubon Council Bird Town. Motion was seconded by Ms. Shick. Phil Witmer, VP of Bird Town PA ([www.birdtownpa.org](http://www.birdtownpa.org)), was at the meeting. The organization works with municipalities through committees such as EAC to promote planting of native plants of which birds have a dependency. Through the years, insects have evolved with native plants, and birds have evolved with native insects. Bird Town is looking to build healthy habitats for the insects, the birds, and ultimately ourselves. Donna Delany (EAC Chair) spoke about WVT’s EAC. By supporting these initiatives, we also get clean air and clean water. EAC has put in “pollinator pitstops”, given out free native plantings to residents, and done a Nature Club and Garden Club at the elementary school (to name a few) for little to no money. There are bird walks, as well. EAC would also love to have more volunteers. This recognition is a feather in the cap of West Vincent. EAC will also place a kestrel (small falcon) box for a young kestrel at Opalanie Park. This is important because kestrel numbers have plummeted recently. Kestrels eat grasshoppers and little mites, so they are good to have around.

There being no further comments or questions, *motion carried unanimously.*

**8. Approval of Resolution No. 31-2022, Accepting Grant of Easement and Dedication of the Right of Way for the Sanitary Sewer Force Main for the Courts of Chester Springs:**

Mrs. Alan made the motion to adopt Resolution No. 31-2022, Accepting Grant of Easement and Dedication of the Right of Way for the Sanitary Sewer Force Main for the Courts of Chester Springs. Ms. Shick seconded the motion.

The Township owns properties along Pottstown Pike, and there are sewer lines constructed by Pulte (Courts at Chester Springs) that run through those two properties. As the last part of the sale of the sewer system to BCWSA, WVT is to grant them the line across the two properties.

There being no further comments or questions, *motion carried unanimously.*

**9. Approval of Resolution No. 32-2022 Increasing the Pension Contribution from 5% to 7% of Non-Uniform Township Employees’ Annual Compensation – This is to support the Labor Agreement Requirement:**

Mrs. Alan made the motion to adopt Resolution No. 32-2022 Increasing the Pension Contribution from 5% to 7% of Non-Uniform Township Employees’ Annual Compensation. Ms. Shick seconded the motion. *Motion carried unanimously.*

**10. Approval of AFSCME Contract – This is an agreement for a 4% increase each year for three (3) years plus a 2% increase in township’s payment to deferred compensation plan. The payment to the deferred compensation plan will be paid by the state.**

Ms. Shick made the motion to approve the AFSCME Contract – This is an

- agreement for a 4% increase each year for three (3) years plus a 2% increase in township's payment to deferred compensation plan. The payment to the deferred compensation plan will be paid by the state. Mrs. Alan seconded the motion. *Motion carried unanimously.*
11. **Approval of Resolution No. 33-2022, Adopt the 2023 Tax Rate:** Ms. Shick made the **motion** to adopt Resolution No. 33-2022, Adopt the 2023 Tax Rate. Mrs. Alan seconded the motion. Mr. Couris noted that all of the Township's tax rates are staying the same. *Motion carried unanimously.*
  12. **Authorize Advertisement of Stormwater Amendment Ordinance:** Ms. Shick made a **motion** to authorize advertisement of Stormwater Amendment Ordinance. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  13. **Approval of Resolution No. 34-2022, Deed of Dedication of Right of Way for Bertolet School Road:** Ms. Shick made a **motion** to adopt Resolution No. 34-2022, Deed of Dedication of Right of Way for Bertolet School Road. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  14. **Accept Bid for Public Works Dump Truck with Snowplow and Dump Bed in the amount of \$18,400:** Ms. Shick made a **motion** to accept bid for Public Works Dump Truck with Snowplow and Dump Bed in the amount of \$18,400. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  15. **Accept Bid for 2017 Police Vehicle in the amount of \$9,100:** Ms. Shick made a **motion** to accept bid for 2017 Police Vehicle in the amount of \$9,100. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  16. **Accept Bid for 2016 Police Vehicle in the amount of \$8,900:** Ms. Shick made a **motion** to accept bid for 2016 Police Vehicle in the amount of \$8,900. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  17. **Authorize Letter of Support to French & Pickering Creeks Conservation Trust for the Preservation of 78 Acre Parcel owned by Seventeen Years LLC:** Ms. Shick made a **motion** to authorize letter of support to French & Pickering Creeks Conservation Trust for the preservation of 78 acre parcel owned by Seventeen Years LLC. Mrs. Alan seconded the motion. The Conservation Trust has an opportunity to conserve 78 acres off of Pughtown Road. The Trust is putting together funding sources. *Motion carried unanimously.*
  18. **Set Date for 2023 Reorganization Meeting:** Ms. Shick made a **motion** to set the date for 2023 Reorganization Meeting for January 3, 2023. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  19. **Set Date for 2023 Auditors Reorganization Meeting:** Ms. Shick made a **motion** to set the date for 2023 Auditors Reorganization Meeting for January 4, 2023. Mrs. Alan seconded the motion. *Motion carried unanimously.*
  20. **Approve the Board of Supervisors and Committees 2023 Meeting Calendar:** Ms. Shick made a **motion** to approve the Board of Supervisors and Committees 2023 Meeting Calendar as follows:

#### **Board of Supervisors**

**Workshop Meetings** will be held on the **1st Monday** of the month at 7:00 PM (**as needed**); **Regular Business Meetings** will be held on the **3<sup>rd</sup> Monday** of every month at 7:00PM; except for January, which will have two (2) meetings; (if such meeting falls on a holiday\*, then the meeting shall be held the following day).

January 3*, 17*	July 17
February 21*	August 21
March 20	September 18
April 17	October 16
May 15	November 20
June 19	December 18

**\* Holidays/ Tuesday Meeting**

**Historical Resources Committee:** 1<sup>st</sup> Tuesday of the month at 7:00PM.

**Park and Recreation Commission:** 1<sup>st</sup> Wednesday of the month at 7:00PM.

**Environmental Advisory Council:** 1<sup>st</sup> Thursday of the month at 7:00PM.

**Historical Commission:** 2<sup>nd</sup> Wednesday of the month at 7:00PM.

**Sustainability Committee:** 3<sup>rd</sup> Wednesday of the month at 7:00PM and Workshop the 2<sup>nd</sup> Wednesday of the month at 7:00PM.

**Planning Commission Meeting:** 3<sup>rd</sup> Thursday of the month at 7:00 PM and Workshop the 2<sup>nd</sup> Thursday of the month at 7:00 PM.

**Human Relations Commission:** 4<sup>th</sup> Monday of the month at 7:00PM.

**Open Space Advisory Board:** 4<sup>th</sup> Tuesday of the month at 7:00 PM.

Mrs. Alan seconded the motion. *Motion carried unanimously.*

**Public Comment**

George Dulchinos: Sharing info: 1.) Meeting “packets” for the meetings were very useful. He did not see any packet this time but rather individual documents for Resolutions. Ms. Shick said the packet was disassembled for addition to the website. 2.) Is there a plan to fix the audio and make it more intelligible? Ms. Shick noted that speakers need to speak into the microphones. Mrs. Shillenn noted that the company who services the system said there was nothing wrong with the system other than speaking clearly and directly into the microphone. When Mr. Dulchinos noted that the supervisors were hard to hear, Ms. Shillenn said their masks and not speaking directly into the microphones are the causes, and this was tested pretty thoroughly. Mr. Dulchinos did agree that there was a meeting where Mrs. Alan’s audio was perfect.

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

Meeting adjourned at 7:44PM

Respectfully Submitted,  
Christina Casey  
Assistant Township Secretary