

**West Vincent Township  
Board of Supervisors Meeting  
Approved Minutes  
January 17, 2023 7:00 p.m.**

Attendance: Bernie Couris – Chair; Sara Shick - Vice Chair; Dana Alan – Member; Mark Thompson - Township Solicitor; John Granger – Township Manager; Christina Casey – Assistant Township Secretary.

Mr. Couris called the meeting to order at 7:03PM, and those in attendance participated in the Pledge of Allegiance.

Ms. Shick made a **motion** to approve the minutes of December 19, 2022, and Mrs. Alan seconded the motion. ***Motion passed unanimously.***

Ms. Shick made a **motion** to approve the minutes of January 9, 2023, Reorganization Meeting. Mrs. Alan seconded the motion. Mrs. Alan noted that the September Board Workshop will actually be on Tuesday, September 5, 2023, because of a holiday on Monday, September 4, 2023. Likewise, the Historic Resources Committee meeting in July will now be on Wednesday, July 5, 2023, because of the holiday on July 4, 2023. Mr. Granger recommended that the administration confirm and re-advertise the meeting dates as needed. The motion was amended by Ms. Shick to reflect Mr. Granger's recommendation, and it was seconded by Mrs. Alan. ***Motion passed unanimously.***

**Reports:**

1. **Police Report:** Sgt. Russell 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 \$371,600.10. Motion was seconded by Ms. Shick.

George Dulchinos (1415 Hollow Road) asked about the Rhoads Energy check for heating fuel in the amount of \$5,313.10. Mr. Granger noted that the house/office building is heated with fuel oil.

There were no further questions, and ***motion carried unanimously.***

3. **Treasurer's Report:** Mr. Granger gave the report. Report on file. Mr. Couris asked for any comments.

John Eldridge (1634 Hilltop Road) does not feel that presenting fund balances is helpful and that the Township should present net income. He believes another number for comparison would be needed to make fund balance reporting meaningful. Mr. Eldridge also noted that the financial statement, there is not a one-month total only. He suggests adding another column to the report next to YTD. Mr. Granger noted that there were changes in the treasurers in 2022, and the intention is to revert to the style of reporting from January 2021. Mr. Granger will provide the total revenues and expenses for each fund. Mr. Eldridge also was looking for explanations for the General Fund Net Income. In particular, he was looking at Engineering expenses (Mr. Granger noted that many of those costs are recovered through escrow re-billing); secretarial costs (Mr. Granger said a second unbudgeted person was added in 2022); managerial cost and debt principal (Mr. Granger will check this).

There were no further comments or questions.

4. **Manager's Report:** Mr. Granger gave the report.
  - Continued meetings with Highway Department to check in on their work progress.
  - Negotiations on the Labor Agreement are completed.

**Old Business:**

5. **Public Hearing – Ordinance Amending Storm Water Regulations**

Background information provided by solicitor, Mark Thompson: The Storm Water Ordinance is a 15-year ordinance. A comprehensive update was done by the county. There are three components of the ordinance: 1.) exempt with <1,000 square feet of impervious; 2.) simplified which has 1,000-2,000 Square feet of impervious; and 3.) projects over 2,000 square feet of impervious. The ordinance, which is a few hundred pages, was condensed into a 37-page “help” document for townships. Act 167 requires every county to adopt or exceed the Storm Water mandate. The Township constructed the text containing improvements that the Board requested plus the county-requested upgrades. The county also mandated “impervious” to mean paved or gravel areas for vehicular use.

Carys Egan (1912 Kimberton Road) asked if her gravel driveway would be considered impervious based on this meaning. Mr. Thompson said that her driveway would be considered impervious because of how compact the gravel gets over time from having cars driving on it.

6. **Approval of Ordinance No. 199 Amending Township Storm Water Regulations in Conformance with Chester County Storm Water Plan:**

Ms. Shick made the **motion** to adopt Ordinance No. 199 Amending Township Storm Water Regulations in Conformance with Chester County Storm Water Plan. The motion was seconded by Mrs. Alan. There being no comments or questions, and ***motion carried unanimously.***

**New Business:**

7. **Discussion on naming park at 1925 French Creek Road:**

Ms. Shick noted that the original 2 smaller segments were referred to as Wilson's Corner Park. 1925 French Creek is the piece that connects the 2 small segments to the last parcel. Ms. Shick made a **motion** to include all four parcels in the Wilson's Corner Park name. Mrs. Alan seconded the motion. There being no comments or questions, and ***motion carried unanimously.***

8. **Discussion on Extinguishing Existing TDR's:**

The Board is considering extinguishing all TDR's purchased through December 31, 2022, which confirms the Board's intent to conserve/preserve land. It is recommended that the Board direct the solicitor to prepare a resolution for the Board to consider in February that would extinguish all TDR's purchased through December 31, 2022.

John Eldridge (1634 Hilltop Rd) asked if we could sell the TDR's to developers such as Pulte. It was explained that the developers would love to have the TDR's to build more dense projects, but the goal of purchasing and extinguishing the TDR's is to limit that type of building in the Township. Originally, the TDR's were sold to other areas looking to have that type of more dense construction. However, the market of townships looking to purchase TDR's has slowed. A way to guarantee that the land tied to TDR's stays undeveloped is to extinguish those TDR's.

Jim Bergy (1433 Birchrun Road) suggested that the Township talk to the county and see if they may be willing to offer a reimbursement to WVT for participating in the TDR program.

Mr. Thompson will draft the proposed resolution to extinguish all existing TDR's. Mr. Granger will reach out to the county to see if there is interest in either purchasing our TDR's or obtaining reimbursement for some of the purchases. This matter will be continued until the next Board meeting on February 21, 2023.

9. **Approve agreement with Marcum for a forensic audit in the amount of \$25,000:**

Mrs. Alan made the **motion** to approve the agreement with Marcum for a forensic audit in the amount of \$25,000. Ms. Shick seconded the motion.

John Eldridge (1634 Hilltop Rd) asked what was being audited. Mr. Couris commented that the Township has had 3 bookkeepers over the last year, and each bookkeeper had different methods for recording the finances. A forensic audit will allow all the various bookkeeping methods to gel as well as clarify any issues identified by having the changes in bookkeepers/methods.

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

10. **Approve Healthy Yard Program.** Mrs. Alan made the **motion** to approve the Healthy Yard Program. Ms. Shick seconded the motion.

Donna Delaney and Elisabeta Polosca Sheehan from the EAC spoke about the program: The Healthy Yard Recognition Program is a completely voluntary program designed to RECOGNIZE our residents who take steps to enhance our local environment; to EDUCATE residents about the latest scientific information on healthy yard care; and to INSPIRE positive action. The anticipated benefits to our community will be:

- Cleaner air and water
- Improved health for people, pets, pollinators, birds, and all wildlife
- Reduced stormwater runoff and flooding
- Reduced food and yard waste
- A more beautiful township

The program has the following design:

- Interested residents can voluntarily take an online survey
- The survey will ask questions about current yard care efforts such as planting native plants; removing invasive plants; creating bird and pollinator habitat; composting; stormwater strategies; and avoidance of pesticides and herbicides
- The survey will be scored by the EAC, and the resident will receive one to four stars depending on the number of positive answers. Their efforts are self-reported and will not be verified.
- Residents who score fewer than four stars will have the option to update their yard practices, retake the survey, and receive more stars.
- Residents who score at least one star will receive a metal Healthy Yard sign (a pdf of the sign is attached)
- Educational materials will accompany the survey

The EAC will work to supply residents with a steady stream of educational materials and events.

Ms. Shick had questions about the cost and management of the program. Ms. Delaney plans to keep cost very low or at not cost to the township by donations or money from plant sales. As Ms. Sheehan noted, this program encourages people to be more mindful of the environment; regardless of the side of the road you live on, we all share the same road, just

like our environment. Mrs. Alan supported this by stating the survey has many ideas that can lead to exponential opportunities to educate others about our environment.

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

### **Public Comment**

George Dulchinos (1450 Hollow) asked about the sound system and whether the video will be of better quality. Mrs. Casey said that the company that services the AV equipment had tested the system and states that people need to be talking clearly and loudly and directly into the microphones.

Barry Dilibero noted that Kathy Shillenn is the new treasurer which was confirmed by Mr. Granger. Mr. DiLibero asked if Mrs. Shillenn has a financial background. Mr. Granger said that there is a bookkeeper in place that handles the accounting work, but the treasurer is an administrative role.

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

Meeting adjourned at 7:55PM.

Respectfully Submitted,  
Christina Casey  
Assistant Township Secretary