

West Vincent Township
Board of Supervisors Reorganization Meeting

January 2, 2018 7:00 PM

Attendance: John Jacobs, Mike Schneider, Bernie Couris, Rob Sebia, Esq. Hamburg, Rubin, Mullin, Maxwell and Lupin, and Erica Batdorf, Township Manager.

Mr. Jacobs called the meeting to order at 7:04 p.m. Mr. Jacobs announced that an Executive Session was held at 6:30 p.m. prior to the meeting to discuss personnel.

Mr. Jacobs nominated Rob Sebia for the position of **Temporary Chairman**. Mr. Schneider seconded the motion, there was no public comment and the motion carried unanimously.

Mr. Sebia opened the floor for nominations for **Chairman**. Mr. Schneider nominated John Jacobs for the position of Chairman of the Board of West Vincent Township Supervisors. Mr. Couris seconded the motion. There were no other nominations. There was no public comment and the motion carried unanimously.

Mr. Sebia made a motion to close the nomination process. Mr. Jacobs seconded the motion which carried unanimously.

Mr. Couris made the motion to nominate Mike Schneider as **Vice Chairman** of the Board of Supervisors. Mr. Jacobs seconded the motion and the motion carried unanimously.

Mr. Schneider made a motion to approve the following **2018 Appointments**.

Appointment of Erica Batdorf as **Township Secretary** and reappointment as **Township Manager**.

Reappointment of Danielle Hewitt as **Township Treasurer**.

Appointment of George Dulchinos to the Planning Commission for a four-year term to expire 12/31/2021.

Appointment of Ken Witek and Thomaseth Dulchinos to the Environmental Advisory Council, both for a three-year term to expire 12/31/2020.

Reappointment of Steve Bazil to the Sustainability Committee for a three-year term to expire 12/31/2020. Appointment of Yvonne Brownlee to the Sustainability Committee to fill an unexpired term set to expire 12/31/2018. Appointment of Gale Rippel to the Sustainability Committee to fill an unexpired term set to expire on 12/31/19.

Appointment of Barb Van Horn to the Sustainability Committee to fill a three-year term to expire on 12/31/2020. Appointment of Laura Grablutz to the Sustainability Committee to fill a three-year term set to expire on 12/31/2020.

Township Solicitor –Hamburg, Rubin, Mullin, Maxwell & Lupin, PC
Zoning Officer – Tracey Franey of Cedarville Engineering Group
Building Code Officer – Frank Newhams of Cedarville Engineering Group
Tax Collectors – Berkheimer Associates and Keystone Collections Group
Tax Hearing Officers – Berkheimer Associates and Keystone Collections Group
Engineer – Bryan D. Kulakowsky, P.E. of Cedarville Engineering Group
Traffic Engineer – Caruolo Associates, Inc.
Emergency Management Director – James Gooding
Emergency Management Board Liaison – Mike Schneider
Depositories – DNB First, PLGIT, US Bank, WSFS, BB& T
Voting Delegate to State Convention – Erica Batdorf
Vacancy Board Chairman – Frances Ellis
Open Records Officer – Erica Batdorf

Northern Federation Representatives

Manager – Erica Batdorf
Bernie Couris - Board of Supervisor Representative

Phoenixville Regional Planning Committee Members

John Jacobs-Voting Member
Michael Schneider – Alternate Voting Member
Manager – Erica Batdorf
George Dulchinos - Planning Commission Member

Agriculture Security Board appointments and terms (1 year terms to expire on December 31 of the listed year):

Kenneth I. Miller Jr., 2018
Thomas Olszanowski, 2018
Wheeler Aman, 2018
Harry Emery, 2018
Raymond Nestorick, 2018

John Jacobs seconded the motion and asked for public comment.

Sara Shick, 1201 Davis Lane asked to clarify why some committees did not have appointments listed for this meeting. Ms. Batdorf responded that the Board of Supervisors will ask the Planning Commission to make a recommendation to fill the vacancy on the Open Space Advisory Council as this position is also a liaison to the Planning Commission. In addition, with the change in the committee structure of the Parks & Recreation Commission reducing the membership from nine to seven members, there are no new appointments needed at this time. The Zoning Hearing Board appointment is made by resolution which is listed later in the agenda. Sara Shick also commented that the Planning Commission may also provide representation to the Phoenixville Regional Planning Committee.

Mr. Jacobs called for a vote. Mr. Couris voted no. The motion carried with two ayes.

Mr. Jacobs made a motion, seconded by Mr. Schneider to approve the **2018 Meeting Date Schedule**.

Board of Supervisors

Meetings will be held on the 1st and 3rd Monday of every month at 7:00 PM (if such meeting falls on a holiday*, then the meeting shall be held the following day):

January 2**, 15	July 2, 16
February 5, 20*	August 6, 20
March 5, 19	September 4*, 17
April 2, 16	October 1, 15
May 7, 21	November 5, 19
June 4, 18	December 3, 17

* **Holidays/ Tuesday Meeting**

****Reorganization Meeting at 7:00 PM**

Environmental Advisory Council: 1st Wednesday of the Month at 5:30 PM

Historic Resources Subcommittee: 4th Monday of the Month at 6:30 PM

Open Space Advisory Board: 4th Tuesday of the Month at 5:00 PM

Parks and Recreation Commission: 1st Wednesday of the Month at 7:30 PM

Planning Commission Regular Meeting: 3rd Thursday of the Month at 7:30 PM and Workshop the 2nd Thursday of the month at 7:30 PM

Sustainability Committee: 3rd Tuesday of the month at 7:30 PM and Workshop the second Tuesday of the month at 7:30 PM

Sara Shick, 1201 Davis Lane asked if there was consideration in moving the date of the meeting on January 15, 2018 as this is a Federal holiday. After some discussion, the Board agreed to revise the meeting date schedule.

Mr. Jacobs amended the motion to incorporate a revision to the meeting schedule to change the date of the Supervisor's meeting from January 15, 2018 to January 16, 2018. All other dates remain the same. Mr. Schneider seconded the motion.

Brian Curry, 512 Blackhorse Road asked if there was any consideration in moving the Board meeting date in November as Election Day takes place the next day and may pose logistical challenges to the Township. The Board commented that the meeting and Election process this past year seemed to run fine and sees no reason to change the schedule.

Mr. Jacobs called for a vote which carried unanimously.

Mr. Couris made a motion to approve and set the amount of the Treasurer's bond in the amount of \$2,000,000. Mr. Schneider seconded the motion which carried unanimously.

Mr. Couris made the motion to adopt **Resolution 1-2018** establishing the area of responsibility for police, fire, rescue, and ambulance. Mr. Schneider seconded the motion which carried unanimously.

Mr. Couris made the motion to adopt **Resolution 2-2018** establishing the Township Manager's Compensation at \$108,710.08 per annum. Mr. Schneider seconded the motion which carried unanimously.

Mr. Couris made the motion to adopt the **Resolution 3-2018** in the form presented establishing the mileage reimbursement at \$.54.5 per mile following the Federal Guidelines for 2018. Mr. Schneider seconded the motion which carried unanimously.

Mr. Schneider made the motion that the Township approve **Resolution 4-2018** in the form presented appointing Barbacane Thornton & Company of 202 Bancroft Building, 3411 Silverside Road, Wilmington, DE 19810, a firm of certified public accountants, to replace the elected auditors in accordance with Section 917 of the Second Class Township Code, 53 P.S. Section 10917. Mr. Couris seconded the motion which carried unanimously.

Mr. Schneider made the motion to adopt **Resolution 5-2018: Adopt West Vincent Fee Schedule for 2018** in the form submitted to the West Vincent Township Board of Supervisors at the Reorganization meeting, consisting of 7 pages including section for Residential New Construction, Commercial New Construction, General Permits, Fire Code Official Fees, Board of Appeals Fees, Board of Supervisor Fees, Township Printed materials, Miscellaneous Fees, Subdivision/Land Development Fees, Engineering and Legal fees, Land Planning and Traffic Engineer Fees, Storm water Ordinance Management Fees with an Electrical Fee Schedule attached totaling 12 pages.

Mr. Couris asked if there are significant changes to the Fee Schedule from year to year. Ms. Batdorf stated that it depends on the needs of the Township and that the Fee Schedule was revised this past year to account for a change regarding Commercial Building Permits. The Fee Schedule to be adopted this evening has one additional revision to increase the overtime rate for Township police officers from \$75.00 and hour to \$100.00 per police officer. Mr. Jacobs then seconded the motion which carried unanimously.

Mr. Schneider made the motion to adopt **Resolution 6-2018** appointment of Kenneth Frame to the Zoning Hearing Board for a five-year term to expire 12/31/2022. Mr. Couris seconded the motion which carried unanimously.

John Eldridge, 1643 Hilltop Road, indicated that he is an Elected Auditor and may have a conflict being sworn in as Auditor for the scheduled Auditor's meeting to take place January 3, 2018 at 5:00 p.m., as he is an Alternate on the Zoning Hearing Board and has been asked to continue his participation in a hearing at the end of January.

Sara Shick, 1201 Davis Lane, indicated that there may also be a conflict for George Dulchinos who is an Elected Auditor and was recently appointed to the Township Planning Commission. Following this comment, Mr. Dulchinos presented the Board of Supervisors with a letter of resignation from the Board of Auditors. Ms. Batdorf will review the matter with the Township Solicitor and advise further.

Approval of the Minutes:

Mr. Schneider made the motion to approve the minutes of December 18, 2017. Mr. Couris will abstain from the vote as he was not present for this meeting. The motion carried with two ayes.

John Eldridge, 1643 Hilltop Road, questioned if the evening's Reorganization Meeting was advertised as both a Reorganization meeting and a Regular Meeting. The Board took a short recess to check the advertisement. After reviewing the advertisement, it was concluded that the meeting was advertised as both a Reorganization Meeting and a Regular Meeting.

Bills List:

Mr. Schneider made a motion, seconded by Mr. Jacobs to approve the Bills List in the amount of \$35,896.07. The Board answered a few questions and the motion carried unanimously.

Subdivision/Land Development:

Sixteen Years LLC Subdivision:

Mr. Schneider made a motion to approve the Extension Request for the Sixteen Years LLC subdivision to May 7, 2018. Mr. Couris seconded the motion which carried unanimously.

VGK – 1 Trust Subdivision:

Mr. Schneider made a motion to approve the Extension Request for VGK – 1 subdivision to February 28, 2018. Mr. Couris seconded the motion which carried unanimously.

Jean White Subdivision:

Mr. Schneider made a motion to approve the Extension Request for the Jean White Subdivision to February 20, 2018. Mr. Couris seconded the motion which carried unanimously.

Maxwell Subdivision:

Mr. Schneider made a motion to approve the Extension Request for the Maxwell Subdivision to June 1, 2018. Mr. Couris seconded the motion which carried unanimously.

New Business:

Resolution 7-2018: Opposition to HB 1620 (PN 2146)

Mr. Schneider made the motion to adopt **Resolution 7-2018: Opposition to HB 1620 (PN 2146)**. Mr. Couris seconded the motion. Mr. Jacobs asked Mr. Sebia about the importance of the resolution and issues involved with the Distributed Antenna Systems. Mr. Sebia advised that this resolution does not give the Township legal standing on the issue, but rather expresses the Township's support of municipalities having the ability to regulate these structures as they file for permits to install equipment within the Township. Mr. Jacobs called for a vote which carried unanimously.

Township Manager Severance Agreement

Mr. Schneider made a motion to approve the Township Manager's Severance Agreement for a one-year term. Mr. Couris seconded the motion. The Board answered a few questions from the public. Sara Shick, 1201 Davis Lane, asked if the Board considered making the agreement a two or three-year term, rather than a one-year term. Mr. Couris expressed that he may have some suggested changes to the language to incorporate in next year's agreement. The Board will take these comments into consideration for next year's agreement. Joe Antellocy, 21 Gregory Lane, asked to know the details regarding the terms of the agreement, and if this was public information to be posted on the Township website. Mr. Sebia will investigate this question and advise the Board further. Mr. Jacobs called for a vote which carried unanimously.

Public Comment on non – Agenda items:

Jim Bergey, 1433 Birchrun Road, informed the Board that he recently learned of the former Township Secretary, Tammy Swavely's departure from the Township. Several members of the audience shared their comments with respect to Ms. Swavely's departure. Mr. Jacobs advised that this is a personnel matter and details cannot be discussed in public.

Sara Shick, 1201 Davis Lane asked if the Township would consider putting together a committee to assist in the hiring process for a new Township Secretary. The Board commented that the hiring process will be managed by Ms. Batdorf.

John Eldridge, 1643 Hilltop Road, commented on the Township financial reports with respect to the reporting of the liquid fuels fund. Ms. Batdorf answered a few questions regarding the basis for the reporting and will confer with Mr. Eldridge as the 2017 audit process begins.

Kate Damsgaard, 1091 Hollow Road, further commented on Tammy Swavely's departure from the Township Ms. Damsgaard wanted to note she felt Tammy did a great job as Secretary for the Township.

Sara Shick, 1201 Davis Lane asked the Board if the Township had scheduled their Road Tour. It will be scheduled in the near future. Ms. Shick also asked the Board if committee liaisons have been selected. The Board replied that they have not all been selected. Ms. Shick also inquired as

to the process the Board goes through to select volunteers for committee appointments. Mr. Jacobs replied that the Township conducts outreach to gain interest in various committees, reviews letters of interest and resumes, then make recommendations for those appointments.

Harriet Stone, 1645 Birchrun Road, commented that interested residents should attend committee meetings to understand each committee's role and mission. Committees are important in helping to guide Township priorities.

Kate Damsgaard, 1091 Hollow Road, asked the Board of Supervisors if they encourage Township staff and committees to attend municipal trainings. The Board commented that they do attend trainings from time to time and encourage professional training for Township staff and committees.

Jamie McVickar, 407 Blackhorse Road, asked the Board if the Sunshine law covers discussion by the Board regarding the appointment of volunteer positions. Mr. Sebia will research the issue and report back to the Board.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

January 15, 2018

1:00 p.m.

Attendance: Chairman John Jacobs, Vice Chairman Michael Schneider, Member Bernie Couris, Township Manager, Erica Batdorf, Township Engineer, Bryan Kulakowsky, and Township Road Foreman, Mark Hughes.

Chairman John Jacobs called the meeting to order at 1:00 p.m. at the Township building.

The group conducted a tour of Township roads including Jaine Lane, Schoolhouse Road, Flint Road, Art School Road, Kimberton Road, and Dewees Lane. Township staff reviewed and presented the locations for possible road maintenance projects which may include road resurfacing, double chip sealing, and culvert replacement, to be conducted in 2018 and in future years.

Ms. Batdorf provided a status report with regard to current projects as the Hollow Road Bridge repair was recently completed, dirt and gravel road projects on Bartlett Lane and Green Lane are in progress, and the French Creek culvert replacement is pending construction given legal matters regarding easements. Ms. Batdorf reported that the Township budget has approximately \$800,000 allotted for the Road Program. Ms. Batdorf noted that pending commitments must be accounted for in the 2018 fiscal year and results of the bid for the French Creek bridge culvert will impact the Township's budget for new projects. Mr. Kulakowsky presented preliminary cost estimates for chip sealing, paving, drainage improvement, and resurfacing of Township roads.

Township staff further recommended prioritizing road projects beginning with implementing a survey on Jaine Lane to delineate existing wetlands, waterways, right of ways, and other features necessary to design needed improvements. In addition, staff recommended road resurfacing and drainage improvements to be completed on Schoolhouse Lane between St. Matthews Road and Flowing Springs Road. Township staff noted there is no shortage of opportunities for investment in our Road Program, as road resurfacing and drainage improvements are needed on Kimberton, Art School, and Flint Roads in the Township. On the tour Mr. Hughes indicated locations where the Township may desire applying for additional dirt and gravel road program funds to perform further drainage improvements. Ms. Batdorf also reiterated the need to plan for the replacement of Buttonwood Bridge in a future budget year. Ms. Batdorf indicated that the Board may review this information for consideration of authorizing the advertisement of bids for the Road Program in the coming months.

The meeting adjourned at 3:00 p.m.

Respectfully submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

January 16, 2018

7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman, Michael Schneider, Member, Bernie Couris, Township Solicitor Rob Sebia, Hamburg, Rubin, Mullin, Maxwell and Lupin, and Township Manager Erica Batdorf.

Chairman John Jacobs called the meeting to order at 7:05 PM.

Mr. Jacobs announced an Executive Session held on January 3, 2018 at 3:30 p.m. regarding Personnel and an Executive Session held on January 16, 2018 at 6:45 p.m. to discuss Personnel and Real Estate.

Approval of Minutes:

Mr. Schneider made the motion to approve the January 2, 2018 minutes as submitted. Mr. Couris seconded the motion. Ms. Shick, 1201 Davis Lane, noted a few errors in the minutes. Ms. Batdorf will correct them. Mr. Jamie McVickar, 407 Blackhorse Road, asked if the minutes will continue to be emailed out. Ms. Batdorf commented that she will work on this item with staff. The motion carried unanimously.

Reports:

Township Manager Report: Ms. Batdorf gave her Manager's Report for January 2018. Ms. Batdorf answered a few questions from the public and the report was then acknowledged as received.

Police Report: Chief Swinger gave the December 2017 Police Report which was acknowledged as received.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris to approve the Bills List in the total amount of \$359,762.71. The Board answered a few questions from the public. The motion carried unanimously.

Correspondence:

A thank you letter from Henrietta Hankin Branch Library was acknowledged as received.

A thank you letter from West Pottsgrove Police Department was acknowledged as received.

A letter from Upper Uwchlan Township regarding the Ewing Tract Phase 1/2A Escrow Release was acknowledged as received.

A letter of resignation from George Dulchinos as Elected Auditor was acknowledged as received. Ms. Sara Shick, 1201 Davis Lane, inquired as to the status of the Township Auditors Meeting. The Board indicated that the Auditors Meeting will be advertised and scheduled in the near future.

Subdivision/Land Development:

Toll/Ewing: Mr. Schneider made a motion to approve the Final Escrow Release #11 for the Ewing Tract Sanitary Sewer Phase 1/2A in the total amount of \$803,738.05, seconded by Mr. Couris. Mr. Jim Helm, 2563 Veronica Drive asked for clarification with regard to the escrow release. Mr. Helm asked if the escrow release is the last release for Toll Brothers and if this release is related to sanitary sewer or other aspects of their land development. The Board indicated this is the last release for Toll Brothers for sanitary sewer related to Phase 1/2A. The motion carried unanimously.

Jean White, 2939 Horseshoe Trail: Mr. Schneider made the motion that the Board approve Resolution 8-2018, awarding Preliminary/Final Subdivision Plan Approval for the Jean White Subdivision of UPI 25-3-92.1 into two lots, as submitted. Ms. Batdorf commented that this is a minor subdivision of one lot into two lots on 2939 Horseshoe Trail and the Planning Commission is recommending the waivers as requested to be approved. There was no public comment and the motion carried unanimously.

New Business:

Board Liaisons to Committees: Mr. Jacobs reported that Mr. Schneider will be the liaison to the Parks & Recreation Commission and Planning Commission, Mr. Jacobs will be the liaison to the Zoning Hearing Board and the Regional Planning Committee, and Mr. Couris will be the liaison to the Sustainability Committee, Environmental Advisory Board, Agricultural Security Board, and Open Space Advisory Board. Mr. Jacobs commented that the selection of appointed committee members may be discussed in Executive Session. Mr. Jacobs answered a few questions from the public regarding the committee appointment process.

Appointment of Township Treasurer: Mr. Couris made a motion to appoint Erica Batdorf as the Township Treasurer, seconded by Mr. Schneider. Mr. Sebia noted that the former Treasurer is no longer with the Township. Ms. Batdorf is bonded adequately to fulfill these duties at this time. The motion carried unanimously.

Weatherstone Open Space Parcel C Farm Lease Renewal: Mr. Schneider made a motion to approve the renewal of the Open Space C farm land lease for a new five year term with Tom Olszanowski at the rate of \$1,200/year. Mr. Couris seconded the motion. Ms. Batdorf indicated that in the previous agreement the annual rent was \$.57/acre, and this rent has been increased by 5% to \$.60/acre. In addition, Ms. Batdorf commented that the lease includes language requiring written agreement of both the Township and Tenant prior to the termination or renewal of the lease agreement. The motion carried unanimously.

Request from the Open Space Advisory Board for TDR Worksheet, Glen Hill, 1692 Hollow Road: Mr. Couris made a motion to have a proposal prepared by Cedarville Engineering to have a TDR Worksheet conducted for Glen Hill of 1692 Hollow Road. The motion was seconded by Mr. Schneider. Mr. Jacobs commented that the Township is still in the process of negotiating an agreement on our open space acquisition related to Bryn Coed. Ms. Sara Shick, 1201 Davis Lane, answered a few questions for the Board concerning background on this request and matters discussed at the Open Space Advisory Board meetings. Ms. Shick stated she believes a TDR worksheet was prepared in the past. Ms. Batdorf commented that she could not locate a TDR worksheet for the property. Mr. Jacobs indicated that he would like Mr. Couris to work with the Open Space Advisory Board to better understand the request. Mr. Schneider indicated that the property owner could obtain the services of Cedarville Engineering to prepare a TDR worksheet on their own. Mr. Schneider reiterated that the negotiations of the Bryn Coed land acquisition and demolition of buildings is still a work in progress. Mr. Jacobs asked for clarification as to whether or not the Open Space Advisory Board asked for a proposal for a TDR worksheet or to have the TDR worksheet prepared. Ms. Batdorf further clarified that the Committee would like to have the TDR worksheet prepared. Mr. Jacobs called for a vote. There were three nays, and the motion did not pass.

New Business:

Fellowship Trail Change Order: Mr. Schneider made a motion to approve a change order deducting \$2,250.00 as part of the overall contract with James Kenney Excavating & Paving for Fellowship Trail. Ms. Batdorf explained that the thermoplastic paint required for the crosswalk on Fellowship Road for Fellowship Trail needs to be applied in the Spring as the application should be made when temperatures are warmer. The motion was seconded by Mr. Jacobs and carried unanimously.

Township Elected Auditor: Mr. Schneider made a motion to nominate Jane Altman, 276 Blackhorse Road to the Elected Auditor position. This motion was seconded by Mr. Couris. The motion carried unanimously.

Public Comment on Non – Agenda Items:

Ms. Davida Waters, 2424 Malehorn Road, commented that Beverly Lawler was present at a previous Board meeting to thank the Board for their contribution to the library. In addition, it is time to start planning for Community Day. Ms. Waters also asked if the Manager will be paid for three salaries as part of her multiple appointed duties. Ms. Batdorf is doing her best to manage multiple duties at this time until she replaces her support staff.

Mr. Joe Antellocy, 21 Gregory Lane, asked for an update on the status of the sewer sale. Ms. Batdorf responded that Township staff is working to gather necessary documentation in preparation of a closing date to settle with Bucks County Water & Sewer Authority on March 1, 2018. Mr. Antellocy commented further on the status of legal bills and how the Township is running against the budget for the costs associated with the sale. Ms. Batdorf indicated the Township is tracking those expenses and they will be reimbursed as part of the settlement.

Mr. John Funk, 324 Lucas Road of East Vincent Township, commented on the status of the French Creek culvert which has caused the closure of the road, and connection between West and East Vincent Township for approximately two years. Mr. Funk expressed his concerns with the amount of time it is taking to have the culvert replaced and road opened. Ms. Batdorf explained that the design and approval process has been quite lengthy and understands these concerns. Mr. Sebia reported that he is working with the attorney representing the landowner who we are looking to obtain an easement from for the purposes of conducting the improvements. Mr. Jacobs indicated that the project is funded in the Township budget and staff are working diligently to expedite the project. Ms. Batdorf indicated that the bid documents are ready to go as soon as the legal issues are resolved. Ms. Batdorf also indicated that she will work with the Township Engineer to ensure that once the project is ready to go to bid they will work to expedite the timeline while also ensuring the bid process is competitive and compliant in accordance with the second-class Township code.

Ms. Maria Jacobs, 2351 Beaver Hill Road, indicated that she appreciates the Board working with the Parks and Recreation Commission to fill the current vacancy on the Commission. Mr. Jacobs asked if Ms. Jacobs would ask the Parks and Recreation Commission to discuss this year's Community Day. Ms. Jacobs will report on this item at the next Commission meeting.

Ms. Sara Shick, 1201 Davis Lane, requested a status on the Township's codification project. Ms. Batdorf indicated that she has a draft submittal from General Code, the company handling the codification. Ms. Shick wanted to alert the Township to a new grant opportunity for the Chester County Vision Partnership Program.

Meeting adjourned 8:07 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

February 5, 2018

7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman, Michael Schneider, Member, Bernie Couris, Township Solicitor Joseph McGrory, Hamburg, Rubin, Mullin, Maxwell and Lupin, Township Engineer Bryan Kulakowsky, and Township Manager Erica Batdorf.

Chairman John Jacobs called the meeting to order at 7:09 PM.

Mr. Jacobs announced an Executive Session held on February 5, 2018 at 6:30 p.m. to discuss real estate including Bryn Coed and the Township sewer system sale.

Approval of Minutes:

Mr. Schneider made the motion to approve the January 15, 2018 minutes as submitted. Mr. Couris seconded the motion. The Board answered a few questions from the audience and the motion carried unanimously.

Mr. Schneider made a motion to approve the January 16, 2018 minutes as submitted. Mr. Couris seconded the motion. The motion carried unanimously.

Reports:

Township Manager Report: Ms. Batdorf gave her Manager's Report for February 2018. Ms. Batdorf answered a few questions from the public and the report was then acknowledged as received.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris to approve the Bills List in the total amount of \$153,533.56. The Board answered a few questions from the public.

Maria Jacobs, 2351 Beaver Hill Road, indicated that she believes there may be a duplication on the bills list for Swank Motion Pictures as there are two charges listed in the amount of \$233.00. Ms. Batdorf will review these bills further.

The first motion was tabled. Mr. Schneider made a motion to approve the Bills List in the total amount of \$153,533.56 allowing for the possible voiding of the Swank Motion Pictures invoice in the amount of \$233.00. Mr. Couris seconded the motion which carried unanimously.

Correspondence:

John Eldridge, 1634 Hilltop Road, submitted a letter of resignation from his position as Alternate on the Zoning Hearing Board. Mr. Eldridge will assume his new elected position as Auditor of the Township. The Board thanked Mr. Eldridge for his service on the Zoning Hearing Board.

Subdivision/Land Development:

Toll/Ewing: Mr. Schneider made the motion to approve the Final Surety Reduction Request No. 3 for the Ewing Tract Phase 2 – Carriage Homes South Sanitary Sewer in the amount of \$61,398.76. Mr. Couris seconded the motion. Mr. Kulakowsky provided an overview of the intermunicipal agreement between West Vincent Township and Upper Uwchlan Township with regard to the sanitary sewer system. Ms. Jean White, 2939 Horseshoe Trail, asked why West Vincent Township became the recipient of the sewage from Upper Uwchlan Township. Mr. Kulakowsky explained that Upper Uwchlan Township Sewer Authority oversees the system, sewage is fully treated in this Township, and disposal areas for the effluent are located in West Vincent Township. These agreements were approved when the development first started. The vote carried unanimously.

VGK – 1 Trust: Mr. Schneider made a motion to approve Resolution 9-2018 for Preliminary/Final Subdivision Approval for Tax Parcels 25-3-69, 25-3-69.1 into seven lots. Mr. Couris seconded the motion. Mr. Vince Kling, representing VGK – 1 Trust commented that he is in agreement with the conditions of the approval and will work with Mr. Kulakowsky with regard to next steps. The motion carried unanimously.

Bryn Coed Farms Subdivision 4: Mr. Schneider made a motion to approve Resolution 10-2018 Acceptance of Deeds of Dedication of Ultimate Right of Ways to Legal Rights of Ways. The motion was seconded by Mr. Couris. Mr. Kulakowsky indicated that Subdivision 4 plans have been recorded and the right of ways are to be dedicated at this time. Ms. Batdorf indicated that the roads include St. Matthews Road, Beaver Hill Road, Flowing Springs Road and Schoolhouse Road. Mr. Kulakowsky further commented that the Township can be offered ultimate right of way on state roads outside of the state right of way frontage. Additional right of way can help advance certain projects such as road work and trail connections. The motion carried unanimously.

Old Business:

Open Space Advisory Board Appointment: Mr. Couris made a motion to appoint Sara Shick to the Open Space Advisory Board for a five year term. Mr. Schneider seconded the motion. Mr. Jacobs expressed some concern with regard to Open Space Advisory Board ordinance term lengths. The ordinance establishes that the Open Space Advisory Board shall consist of five members, one of which is a member of the Environmental Advisory Council and one of which is a member of the Planning Commission. This appointed individual may serve a five year term, and continue to fulfill the duration of that term even when their term on the Environmental Advisory Council or Planning Commission has expired. Mr. Schneider commented that the terms will not line up, and the

appointed member may not be a member of the committee they were representing for a long period of time. Mr. Jacobs requested that Ms. Batdorf examine the committee ordinances to review the requirements for the composition and terms and provide additional guidance to the Board of Supervisors at the next meeting. The Board tabled the motion.

New Business:

Chester County Vision Partnership Grant Program: Ms. Batdorf reported that there is an open grant round for the Chester County Vision Partnership Grant Program which provides funds for planning assistance to municipalities. The Township had applied for funds last fall for a study of the Township's ordinances as they related to trees and timber harvesting. The County chose not to fund the application in the fall. Ms. Batdorf commented that the Township could approach the County to review ordinances as it relates to cultural and historic resources as there has been more focus and discussion regarding this ordinances among committees and staff. Ms. Shick, 1201 Davis Lane, commented that the Township is also working with Natural Lands in reviewing ordinances. Ms. Batdorf explained that this work is related to water quality and some review of the Township's tree ordinances may be included as part of that effort. Ms. Batdorf will meet with the County to discuss opportunities.

Public Comment on Non – Agenda Items:

John Eldridge, 1634 Hilltop Road, commented that he has not seen the December financial statements. Ms. Batdorf responded that the Township is working on this statement and it will be posted for review shortly.

Sara Shick, 1201 Davis Lane, commented with regard to the Bryn Coed subdivision and asked why a lot line changed as part of their third subdivision plan. Ms. Shick asked when it was appropriate for the Planning Commission to review changes that are made to a plan after the Commission has recommended approval. Mr. McGrory responded that the review of the Commission really depends on the magnitude of the change. Communication among the various groups is always important.

Sara Shick, 1201 Davis Lane, commented on the zoning permit application of Natural Lands for the demolition of a historic barn located at 1535 St. Matthews Road. Harriet Stone, 1645 Birchrun Road, commented that the Environmental Advisory Council will be reviewing this permit in accordance with the procedure as outlined in the Zoning Ordinance at their next meeting.

Suzanne Bender, 1543 St. Matthews Road, commented that she and Natural Lands attempted to negotiate an agreement to purchase the land where the barn is located on several occasions. Ms. Bender further commented on the merits of preserving the barn.

Ms. Stone further indicated that the Historic Resources Subcommittee prepared a report on the barn and will forward this report to the Board of Supervisors for review.

Jim Helm, 2563 Veronica Drive, commented that the Zoning Ordinance should be reviewed closely as this zoning permit is processed. Mr. Helm commented that financial hardship is not listed as part of the criteria the application should be reviewed against by the Environmental Advisory Council.

Jean White, 2939 Horseshoe Trail, commented that these historic structures are what make West Vincent the character of the Township that it is, and the history is important.

Meeting adjourned 8:25 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

February 20, 2018

7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman, Michael Schneider, Member, Bernie Couris, and Township Manager Erica Batdorf.

Chairman John Jacobs called the meeting to order at 7:04 p.m.

Approval of Minutes:

Mr. Schneider made the motion to approve the February 5, 2018 minutes as submitted. Mr. Couris seconded the motion. The Board answered a few questions from the audience and the motion carried unanimously.

Reports:

Police Report: Sergeant Austin Russel gave the Police Report for January 2018. The report was acknowledged as received.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris to approve the Bills List in the total amount of \$70,084.11 The Board answered a few questions from the public and the motion carried unanimously.

Correspondence:

Ms. Batdorf reported that PennDOT has announced the start of a construction project to begin later this month on a 6.3 mile stretch of Route 100 in Upper Uwchlan, West Vincent, East Nantmeal and South Coventry Townships to improve traffic flow and safety. The scope of work includes resurfacing the corridor with an open graded surface treatment to increase friction and reduce hydroplaning as well as constructing a two shoulder widening pull offs and installing pavement marking rumble strips and guiderail. The intersection of Routh 100 and Routh 23 will be improved by constructing a dedicating northbound left turn lane as well as updating traffic signals. The entire project is expected to be completed in late summer. Motorists can expect some delays along Route 100 while the construction is underway.

Ms. Batdorf reported that PECO will be starting their System 2020 plan to install advanced equipment and reinforce their electric distribution system by making it more weather resistant and less vulnerable to storm damage in West Vincent, South Coventry, East Nantmeal, and Upper Uwchlan Townships. PECO will be upgrading and installing new poles and aerial wires as well as new aerial devices called reclosers. There will be some additional tree trimming and tree removals to enable this work. The project is expected to be completed by August 2018. Ms. Batdorf indicated that PennDOT and PECO are in communication to coordinate both of their projects along Route 100.

Jim Helm, 2563 Veronica Drive, commented that there is a large significant historic sycamore tree located on Route 100 at the corner of Horseshoe Trail at the former Pearl homestead. Ms. Batdorf will make PECO aware of this historic tree and request it be protected from their activities.

Subdivision/Land Development:

Green Valleys Watershed Subdivision Application: Victoria Laubach, Executive Director of the Green Valleys Watershed Association reported that the Association is looking to acquire two lots with a total tract area of 26 acres located at 295 Pottstown Pike, owned by Kenneth & Mary Graham. The Association is looking to acquire the property to preserve the land as open space. There is a very small portion of the property located in West Vincent Township and South Coventry Township. Ms. Batdorf indicated that the Planning Commission did review the application and voted to recommend approval to the Board of Supervisors. Ms. Batdorf commented that the resolution for final approval will be drafted by our Solicitor and ready for the Board's review and action at the next Board meeting on March 5, 2018.

Old Business:

Open Space Advisory Board Appointment: Mr. Schneider made a motion to authorize the advertisement of the Open Space Ordinance Amendment 181 of 2018 amending Ordinance No. 99-1999 to amend the vacancy requirements of the Township Open Space Review Board. Mr. Jacobs seconded the motion.

Ms. Batdorf commented that there was discussion at the last Board meeting regarding the terms held by committee members who serve on the Open Space Review Board. Currently, the Ordinance calls for one member of the Open Space Review Board to hold an active position on the Planning Commission and one member to hold an active position on the Environmental Advisory Council. When a member of the Open Space Review Board who also serves on the Planning Commission or the Environmental Advisory Board no longer serves on this respective committee, they may still serve their five year term on the Open Space Review Board, even when they no longer serve on that committee. Ms. Batdorf indicated that one option, which is proposed as part of the Ordinance amendment, is to require that a new member of the Planning Commission and the Environmental Advisory Council are appointed to the Open Space Review Board when their term has completed.

Sara Shick, 1201 Davis Lane, indicated that Ms. Batdorf was going to look into this issue further to bring options to the Board to remedy this situation. Ms. Shick commented further that the ordinance was revised a few months ago. Mr. Couris commented that he thought there would be additional discussion before this amendment was presented. Ms. Batdorf commented that this Ordinance amendment is a proposal for discussion. The Open Space Review Board has four members presently and it is sometimes difficult to have a quorum to conduct business effectively. Mr. Couris commented that he is concerned about the continuity of members with experience who serve on the Open Space Review Board.

George Dulchinos, 1415 Hollow Road, commented on the requirement of having a member of the Planning Commission on the Open Space Review Board. Mr. Dulchinos commented that the primary reason for amending the ordinance last year was to change the fact that there was a Board of Supervisor member acting on this committee which needed to be rectified. While not a liaison, the current ordinance is designed to provide the representation of the Planning Commission. Mr. Schneider asked if the ordinance can be revised to not include the requirement to have a member of the Planning Commission or Environmental Advisory Council. Ms. Batdorf responded that the ordinance can be revised.

Martha Thomae, 89 St. Andrews Lane, commented that approving this amended Ordinance may present another problem for the Open Space Review Board as they may continue to have new people to bring up to speed and have an issue of continuity on this subject matter.

Brian Curry, 512 Blackhorse Road, commented on the liaison process between Township committees and the timing of committee meetings. Mr. Curry commented that the timing could be better coordinated to allow for review time to fill these vacancies.

Sara Shick, 1201 Davis Lane asked the Board if they look at qualifications of appointees considered for committees. Mr. Jacobs indicated that they do review the qualifications in advance of committee appointments. Ms. Shick stated there was a motion tabled last month with regard to the five year appointment of Ms. Shick as the Open Space Review Board appointee.

A motion to authorize the advertisement of the Ordinance Amendment was made by Mr. Schneider and seconded by Mr. Jacobs. Mr. Jacobs called for a vote. Mr. Schneider and Mr. Jacobs voted aye. Mr. Couris abstained from the vote. The motion carried.

Bryn Coed Park Acquisition Update: Ms. Batdorf reported that the Township is making progress with regard to the acquisition of the 72-acre Bryn Coed park parcel. Ms. Batdorf indicated that Natural Lands presented the Township with a few changes to the Township's agreement. Peter Williamson, Natural Lands, presented the Board and audience with an overview of the 72-acre parcel and explained the changes involved in applying a conservation easement to the property. Natural Lands is interested in conveying the property by way of a conservation easement rather than applying the PA DCNR grant to the property. In addition, Natural Lands must meet conditions of other funding partners who would like to see three trail connections located in general locations at St. Matthews Road, to the north, and to the east of the Township property. In addition, Natural Lands must ensure these connections are made to a loop trail installed internally on the park property. The agreement provides more flexibility to the Township in applying the conservation easement as Natural Lands controls the process, and will provide the Township five years to take care of the demolition of buildings on the park property. Without the DCNR grant, an outbuilding could be used for a municipal use if needed. Mr. Williamson further explained that Natural Lands is requesting that thirty parking spaces be retained as public parking spaces and that no lighting be installed for the purpose of night time use of the park. Mr. Williamson also referenced Bryn Coed Lane and explained that as part of their subdivision process property owners along this Lane have rights to the use of Bryn Coed Lane, which is a private road. For now, this road may not be used for general access to the Township park at this time. Ms. Batdorf indicated that there will be a

planning effort conducted in the future to determine the best use of the park once the property is acquired.

John Eldridge, 1634 Hilltop Road, asked if the Township was allowed to have lights installed for the parking lot. Mr. Williamson stated that this was completely fine. Natural Lands is concerned about more intense lighting associated with an active recreation area.

Brian Curry, 512 Blackhorse Road, asked what type of user may use Natural Land's trails to be located on their preserve. Mr. Williamson commented that the trails located on the preserve will not be paved and will be natural trails limited to non-vehicular use. There are no limitations as to how the trails located on Township property are to be developed.

Sara Shick, 1201 Davis Lane, asked if these changes have prompted a change to the purchase price to the Township. Mr. Williamson stated that the purchase price has not changed.

Jim Helm, 2563 Veronica Drive, asked about the status of the two houses located on St. Matthews Road located on this property. Mr. Williamson commented that in the agreement these two houses would be planned for demolition.

Mr. Williamson thanked the community for their support as Natural Lands met their fundraising goal and have been able to increase their preserve which includes saving the significant historic oak tree on Flint Road.

Public Comment on Non – Agenda Items:

Yvonne Evans Brownlee, 2843 Flowing Springs Road, was recently appointed to the Sustainability Committee. Ms. Brownlee commented that she had received a letter from Mr. Jacobs indicating she had not been selected for an appointment but thanked her for her interest. Mr. Jacobs indicated this was not intended, apologized, is helping to support the office at this time and thanks Ms. Brownlee for her volunteerism.

Davita Walters, 2424 Malehorn Road, inquired about the status of Community Day. Ms. Batdorf responded that the Parks & Recreation Commission will be discussing this year's event and will have more information in the near future.

Sara Shick, 1201 Davis Lane, asked for a status update on the sewer sale. Ms. Batdorf indicated the sale is on track with an anticipated Settlement date for March 1, 2018. Ms. Shick commented on the annual amphibian crossing and commented that she appreciates the continued support of our community on this effort.

Jim Helm, 2563 Veronica Drive addressed the Board to comment on the importance of the protecting the Township's historic resources. Mr. Helm indicated that the Township has a very good zoning ordinance with procedures that should be adhered to and enforced by the Township. In addition, the Historic Resources Subcommittee is a great group of volunteers who can assist with this with this effort. Mr. Helm referenced previous building projects where our zoning

ordinance procedures and conditions were not followed and there is a need to improve implementation.

Mr. Jacobs indicated it would be a good idea to come up with a strategy to help inform property owners when they purchase a property that they are aware of the Township's historic preservation strategy and ordinance. Ms. Batdorf will review these issues with staff to improve the implementation and help address these concerns.

Sara Shick, 1201 Davis Lane, indicated that the Chester County Planning Commission is holding a public meeting on Landscapes 3, the County's long range comprehensive plan, on March 6, 2018 at 5:30 p.m. at the Henrietta Hankin Library located at 215 Windgate Drive.

Jane Helm, 2563 Veronica Drive, commented that the Environmental Advisory Council is working to address issues regarding historic preservation of properties and is also in the process of reviewing the zoning permit application for the demolition of a historic barn at 1501 St. Matthews Road. The Environmental Advisory Council will meet again to provide the Board with a recommendation to review and act on at a future meeting.

Meeting adjourned 8:43 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

March 5, 2018 7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman, Michael Schneider, Member, Bernie Couris, and Township Manager Erica Batdorf.

Chairman John Jacobs called the meeting to order at 7:04 p.m.

Chairman John Jacobs announced an Executive Session which took place on March 5, 2018 at 6:45 p.m. to discuss real estate.

Approval of Minutes:

Mr. Schneider made the motion to approve the February 20, 2018 minutes as submitted. Mr. Couris seconded the motion. The Board answered a few questions from the audience and the motion carried unanimously.

Reports:

Manager's Report: Ms. Batdorf gave the Manager's Report for the month which was acknowledged as received.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris, to approve the Bills List in the total amount of \$271,313.64. The Board answered a few questions from the public and the motion carried unanimously.

Subdivision/Land Development:

Green Valleys Watershed Subdivision Application: Mr. Schneider made a motion to approve the Resolution No. 11-2018 for the Final Subdivision Plan Approval for Green Valleys Watershed Association. Mr. Couris seconded the motion. The motion carried unanimously.

Bryn Coed Blumenthal Subdivision Application: Mr. Schneider made a motion to approve Resolution No. 12-2018 for Preliminary/Final Subdivision Approval for Bryn Coed Farms and Martin & Joyce Blumenthal. Mr. Couris seconded the motion. The motion carried unanimously.

Trevdan Lot 1 – Kanavy Land Development: Mr. Schneider made a motion to approve the Subdivision Extension Request for Trevdan Lot 1 – Kanavy Land Development until June 30, 2018. Ms. Batdorf indicated the applicant has also filed a Conditional Use Application with the Township for the subject property for potential action at the Board of Supervisors meeting on March 19, 2018. Mr. Couris seconded the motion. The motion carried unanimously.

Burch Farm Subdivision: Mr. Schneider made a motion to approve Resolution No. 14-2018 approving the Plan Revision for the Burch Farm subdivision for the new subdivision application for 16 Years, LLC. Mr. Couris seconded the motion. Ms. Batdorf indicated that the 16 Years, LLC subdivision is underway and DEP indicated there are two separate planning approvals which were granted by the Township in previous years on this subject property. The Township needs to revoke the planning approvals so that 16 Years, LLC can continue with new sewer planning. The motion carried unanimously.

Ridings at West Vincent: Mr. Schneider made a motion to approve Resolution No. 15-2018 approving the Plan Revision for the Ridings at West Vincent for the new subdivision application for 16 Years, LLC. Mr. Couris seconded the motion. The motion carried unanimously.

Bryn Coed McGeary Subdivision: The Board acknowledged the receipt of a new subdivision application for the Bryn Coed McGeary Subdivision Application.

Old Business:

French Creek Culvert Replacement Project Update: Ms. Batdorf explained that the Township is working with the property owner along French Creek Road in order to convey their deed to the Township in order to facilitate the culvert replacement needed at this location. Mr. Jacobs commented further that if the negotiations fall through the Township must complete the project and therefore condemnation of the easement area may be needed. Therefore, the two motions presented will allow for both the negotiations with the property owner to continue while also ensuring the Township may condemn for the easement area if needed.

Mr. Couris made the motion to approve Resolution No. 13-2018 authorizing the condemnation of portions of certain real estate owned by the estate of Adele N. Allen located within West Vincent Township, UPI No. 25-4-136, for the purpose of obtaining a temporary construction easement and permanent stormwater easement for the French Creek Road Culvert Replacement Project. Mr. Schneider seconded the motion and it carried unanimously.

Mr. Couris made a motion to authorize the Solicitor's office to prepare a letter on behalf of the Board of Supervisors outlining the Township's intended use of the property. Mr. Schneider seconded the motion and it carried unanimously.

New Business:

Open Space Program: Mr. Schneider made a motion that the Board of Supervisors not authorize any open space expenditures until the Bryn Coed project is complete. Mr. Jacobs seconded the motion. Mr. Schneider indicated that he would like to send a clear message to individuals who are interested in open space projects in the Township. Mr. Schneider commented that he is concerned about the uncertainty of costs associated with the Bryn Coed project.

Ms. Sara Shick, 1201 Davis Lane, commented that the open space maintenance fund was set aside as a cap to spend out of open space funds for this project. Mr. Schneider commented that the maintenance fund was set up this year and the fund can be reviewed annually. Ms. Shick

questioned the cost of demolition for the buildings at Bryn Coed. Mr. Jacobs commented that the maintenance fund is set up for the demolition and the Open Space Act also allows for the use of these funds for a range of development purposes that may be needed as planning continues.

Mr. Couris commented that the Open Space Advisory Board cannot spend money without the authorization of the Board of Supervisors, therefore the motion is not needed. The motion was withdrawn.

Authorize Advertisement for Road Material Bid: Mr. Schneider made a motion to authorize the advertisement of the road material bid. Mr. Couris seconded the motion. Ms. Batdorf indicated the road material bid is an annual bid to obtain supplies for the road crew and also includes the hauling of dirt. Mr. Jacobs commented to the fact that the bid may need to be structured in a way to allow bidders to bid on some items, rather than all items, to seek competitive bids.

Mr. Brian Curry, 512 Blackhorse Road, commented on the road material bid and asked how other Townships dispose of their dirt and if the estimated quantities required in the bid are close to the annual usage of the Department. Ms. Batdorf commented that the quantities are close to estimated values but subject to change due to road projects, and that she will share the comment regarding the dirt with the Road Department for review.

The motion carried unanimously.

Authorize Department of General Services Salt Contract Participation Agreement: Mr. Schneider made a motion to authorize the Department of General Services Salt Contract Participation Agreement. Mr. Couris seconded the motion. The motion carried unanimously.

Cedarville Engineering Jaine Lane Site Survey: Mr. Schneider made a motion to approve the Cedarville Engineering proposal for the Jaine Lane Site Survey Proposal in the amount of \$14,985.00. Mr. Couris seconded the motion. The motion carried unanimously.

Public Comment on Non – Agenda Items:

Sara Shick, 1201 Davis Lane, thanked the Board for her real estate tax bill this year as the Township did not raise taxes. Ms. Shick announced that there is a Spotted Lantern Fly Program on Tuesday, March 13th at the Green Valleys Watershed Association headquarters.

Jane Helm, 2563 Veronica Drive, informed the Board that the flashing lights on the stop sign at S. Chester Springs Road and Rt. 401 are no longer flashing. Ms. Helm indicated she contacted PennDOT who informed her that the lights were temporary and she is concerned about the safety of the intersection moving forward. Ms. Batdorf will follow up with Chief Swinger and PennDOT to obtain information regarding the status of the intersection.

George Dulchinos, 1415 Hollow Road, asked about reviewing an updated map of Bryn Coed provided by Natural Lands. Ms. Batdorf indicated the map is posted on the Township website.

Art Ewell, 972 Fellowship Road, stated there are quarantined areas of the region where you may not take wood from certain locations to other locations due to potential contamination of the environment due to the presence of the spotted lantern fly.

John Eldridge, 1634 Hilltop Road, commented that he has an easement on his property completed by the West Vincent Land Trust, turned over to French & Pickering Creeks Trust. Mr. Eldridge indicated that the Trust has levied additional requirements on his property easement. Mr. Eldridge informed the Board there are many restrictions imposed as part of a conservation easement and the Board should review these terms in anticipation of acquiring the Bryn Coed park parcel.

Meeting adjourned 8:15 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

March 19, 2018

7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member, Bernie Couris, Joseph J. McGrory, Jr. Esq., Township Solicitor, Bryan Kulakowsky, Township Engineer, and Erica Batdorf, Township Manager.

Chairman John Jacobs called the meeting to order at 7:06 p.m.

Chairman John Jacobs announced an Executive Session which took place on March 19, 2018 at 6:00 p.m. to discuss real estate, legal and personnel matters.

Approval of Minutes:

Mr. Schneider made the motion to approve the March 5, 2018 minutes as submitted. Mr. Couris seconded the motion. The Board answered a few questions from the audience and the motion carried unanimously.

Reports:

Police Report: Chief Swininger gave the Police Report for the month. Jane Helm, 2563 Veronica Drive, inquired as to the status of the flashing lights located at the stop sign at Rt. 401 and South Chester Springs Road. Currently the lights are not flashing. Chief Swininger indicated that PennDOT stated they would extend the period to have the lights actively flashing for an additional thirty days. Staff will review the possibility of procuring Township owned lights for this location. The Police Report was then acknowledged as received.

EAC Report: Vic Laubach, Chair of the Environmental Advisory Council (EAC) reported on two topics of interest to the EAC. The EAC has determined there are many historic issues the committee has been tasked with over the past year and the formation of a specific Historic Resource Commission may be warranted. In addition, the EAC is working on a tree recognition program and hope to launch this at the Festival in the Park event on June 9, 2018. Mr. Jacobs suggested a workshop meeting between the EAC and the Board to better understand the concept of establishing a Historic Resource Commission would be helpful. Ms. Laubach agreed, and a joint workshop can be planned for the next EAC meeting.

Jane Helm, Vice – Chair of the EAC, provided an overview of the new Heritage Tree Recognition Program. Ms. Helm reported that the Heritage Tree Recognition Program is an initiative of the EAC which contributes to the EAC's mission to educate citizens about the value of natural resources in the Township by recognizing notable trees. A subcommittee of the EAC in conjunction with any interested volunteers, will be responsible for reviewing applications for consideration as part of the program. The program is completely voluntary. Trees and groves located on a property in the Township can be nominated by citizens and committee members

through a nomination form. Property owners will receive a small placard designating their property as the home of a West Vincent Heritage Tree. Information will be distributed to the community once the program is in final form.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris, to approve the Bills List in the total amount of \$72,700.03. The Board answered a few questions from the public and the motion carried unanimously.

Correspondence:

Ms. Batdorf read a letter from Candace Scheirer, 36 St. Andrews Lane, to the Police Department thanking them for their assistance and helpful service involving her horses who got loose while she was out of town.

Subdivision/Land Development:

Conditional Use Application Kanavy/Trevdan Lot 1 Public Hearing: Mr. McGrory opened the Public Hearing at 7:20 p.m. The Applicant was unable to attend the hearing scheduled for this evening and requested that the hearing be continued to April 16, 2018 at 7:00 p.m. Mr. McGrory asked if anyone had appeared this evening and no one indicated they were present for the hearing. Mr. Schneider made a motion to continue the hearing to April 16, 2018 at 7:00 p.m. Mr. Couris seconded the motion. The motion carried unanimously.

Open Space Advisory Board Public Hearing: Mr. McGrory open the Public Hearing at 7:25 p.m. Mr. McGrory entered several exhibits into the record. Sara Shick, 1201 Davis Lane asked if there were any changes made to the Ordinance as advertised. Mr. McGrory stated no, and read the revised section aloud. Ms. Shick expressed there could be an issue of continuity on the Open Space Advisory Board as a result of this revision. Ms. Shick asked what was wrong with the Ordinance in May of 2017 when the Board revised the Ordinance. Mr. Schneider commented that the composition of the Board needed to be revised as the Ordinance, at that time, called for a member of the Board of Supervisors to be a member of the Open Space Advisory Board, which was a conflict per the second class Township code.

With no additional comments, Mr. McGrory closed the hearing. Mr. Schneider made a motion to approve Ordinance 181-2018 Amending Township Ordinance 99-1999 to amend the Vacancy Requirements of the Township Open Space Review Board. The motion was seconded by Mr. Couris and carried unanimously.

Open Space Projects: Mr. Couris recently reviewed the Township open space fund balance and the Township's present financial commitments for the Bryn Coed project. Mr. Couris commented that there are open space funds that are not committed to Bryn Coed at this time and the Cutler Group, owner of land located at 1905 Beaver Hill Road, is interested in an open space preservation project. Mr. Couris expressed he reached out to Pam Brown of the West Vincent Land Trust for additional information.

Ms. Brown indicated that West Vincent Land Trust assists property owners with open space projects related to conservation easements. Ms. Brown indicated that they have reached out to Dick McBride of the Cutler Group to have an appraisal completed for their property. Ms. Brown indicated Mr. McBride accepted their offer to have the appraisal completed and discuss an open space preservation strategy. Ms. Brown commented that an appraisal can help provide necessary information to begin looking for funding to put together a funding package for a conservation plan. This open space project can be put together through a variety of funding sources and a partial commitment from the Township. Ms. Brown then introduced Bob Casciato, 1769 St. Matthews Road, to revisit the discussion regarding demolition costs associated with the Bryn Coed project.

Mr. Casciato expressed the Township should evaluate the negotiations with Natural Lands in order to save money on this project. Mr. Casciato commented that managing a demolition project costs a significant amount of money including engineering, project management, the demolition itself, and potential change orders involved with the project. Mr. Casciato commented that the Township could save money by having Natural Lands manage and complete the project as a privately managed project. Mr. Casciato commented he is willing to offer his services for the project as it moves forward. Mr. McGrory commented that the demolition of buildings at the Bryn Coed park parcel is a public project at this point.

Mr. Couris expressed a desire to consider alternatives to enable the Township to complete both the Bryn Coed and Cutler projects. Mr. Couris questioned whether the project could go out to bid to obtain a firm price for demolition. Mr. Casciato commented that a clear specification to guide the process will help the Township obtain a quality proposal. Mr. McGrory indicated the Township is very close to finalizing the terms of the Township's agreement with Natural Lands for the acquisition of the 72 acre park parcel. Mr. Jacobs recommended that the Board and Open Space Review Board conduct a joint workshop meeting to have an open discussion to understand the goals and efforts of the committee.

Jody Segal – Reinbold, 1201 Green Lane, Chair of the Open Space Advisory Board, invited the Board to their next Open Space meeting on Monday, March 26, 2018 at 5:00 p.m. Ms. Segal – Reinbold informed the Board that they review the open space funds on a monthly basis and discuss priorities. Ms. Batdorf will advertise the meeting.

Jennifer Munson, 1974 Beaver Hill Road, commented that she lives close to the Cutler property and asked if there are restrictions on the open space funds received by the Township. Mr. Batdorf responded that the expenditure of open space funds must be in accordance with the PA Open Space Law. The Law was amended in 2013 to allow for 25% of the total accumulated balance of open space funds to be used for development purposes, including demolition activities.

Sara Shick, 1201 Davis Lane, indicated there are excess open space funds that could be used for other projects and asked why these funds are not being considered for opportunities presented at this time. Mr. Schneider indicated that those funds could be used for a variety of uses and there are several opportunities for the Township to review.

Mr. Couris commented that the Cutler property has some important environmental elements and the scenic viewshed is especially significant. These factors enhance the significance of the project

for the Township. Ms. Segal – Reinbold indicated that the Open Space committee works diligently to rank the various properties and takes into account these factors as well as if the property is adjacent to preserved land and if the property owner is interested in pursuing a project. These matters can be discussed at the next workshop meeting.

Authorize Advertisement for Road Paving: Mr. Schneider made the motion to authorize the advertisement of bids for Township road paving projects. Mr. Kulakowsky commented that the Township is looking to on Schoolhouse Lane from St. Matthews to Flowing Springs Road, and Flint Road. Mr. Couris seconded the motion and it carried unanimously.

Authorize Advertisement for Chip Seal of Township Roads: Mr. Schneider made the motion to authorize the advertisement of bids for Township chip seal of Township roads. Mr. Kulakowsky indicated that the roads include Springlea Lane, Nantmeal Road, Hilltop and Sheeder Mill Road, Bartlett Lane, Cooks Glen Road, and St. Andrews Lane.

Authorize Advertisement for French Creek Road Culvert Replacement: Mr. Schneider made a motion to authorize advertisement of bids for the French Creek Road Culvert Replacement. Mr. Couris seconded the motion. The motion carried unanimously.

Authorize Advertisement of Ordinance Adopting Bucks County Water & Sewer Authority Fat, Oils, & Grease Regulations: Mr. Schneider made the motion to authorize the advertisement of the Ordinance approving in part certain regulations adopted by Bucks County Water and Sewer Authority related to the installation and regulation of oil and grease interceptors and/or traps for all industrial, commercial, and institutional establishments and providing penalties for the same in the event of violations of the ordinance. Mr. Couris seconded the motion and it carried unanimously.

Authorize Advertisement of Ordinance Adopting Bucks County Water & Sewer Authority Rules & Regulations: Mr. Schneider made a motion to authorize advertisement of Ordinance establishing and adopting certain rules and regulations concerning the use of the sewer and sewer system. The motion was seconded by Mr. Couris and carried unanimously.

Parks & Recreation Commission Appointment: Mr. Schneider made a motion to appoint Jennifer Hillegas to the Parks & Recreation Commission. The motion was seconded by Mr. Couris and carried unanimously.

Public Comment on Non-Agenda Items: Sara Shick, 1201 Davis Lane, asked if the tar and chip application would improve the surface of the steel plate on Davis Lane. Mr. Kulakowsky responded that the tar and chip application would not be a suitable surface for this location.

Mr. Kulakowsky reported that the Jaine Lane survey will begin during the week of March 26, 2018.

Mr. Jacobs announced an Executive Session at 8:15 p.m. to discuss Personnel.

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

April 2, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member, Bernie Couris, and Erica Batdorf, Township Manager.

Chairman John Jacobs called the meeting to order at 7:03 p.m.

Approval of Minutes:

Mr. Schneider made the motion to approve the March 19, 2018 minutes as submitted. Mr. Couris seconded the motion. The Board answered a few questions from the audience and the motion carried unanimously.

Reports:

Manager's Report: Ms. Batdorf provided her report for the month which was acknowledged as received.

Bills List: Mr. Schneider made a motion to approve the bills list in the amount of \$120,537.97 Mr. Couris seconded the motion which carried unanimously.

Correspondence:

Ms. Batdorf read a letter from Christopher Ruggiano, 435 Masonville Road, Mount Laurel, NJ, thanking the West Vincent Township Police Department for their service in the community.

Subdivision/Land Development:

McGeary Subdivision: Mr. Schneider made a motion to approve Resolution No. 14-2018 granting Preliminary/Final Subdivision Approval for the Bryn Coed Farms/McGeary Property. The motion was seconded by Mr. Couris and carried unanimously.

Patricia Myers Subdivision: The application was acknowledged as received.

Michael & Meryl Joblin Subdivision: The application was acknowledged as received.

Weatherstone Town Center Land Development Preliminary Plan: The application was acknowledged as received.

Open Space Advisory Review Board Appointment: Mr. Jacobs made a motion to appoint Sara Shick to the Open Space Advisory Review Board for a term to expire December 31, 2018. The motion was seconded by Mr. Schneider and carried unanimously.

Authorize Advertisement of Public Hearing for Bryn Coed Park Acquisition: Mr. Schneider made a motion to authorize the advertisement of a public hearing to consider the expenditure of open space funds in the amount of \$950,000 for the Bryn Coed park project. Ms. Batdorf indicated that the draft conservation agreement will be posted for public view prior to the hearing. The motion carried unanimously.

Public Comment on Non-Agenda Items:

Harriet Stone, 1645 Birchrun Road, commented that the Ralston barn, subject of a demolition permit before the Environmental Advisory Council, is now owned by a new property owner who intends to preserve the barn. Ms. Stone also commented that Chester County is hosting a training session this spring for non-profit board members and to contact her for additional information.

Sara Shick, 1201 Davis Lane, inquired as to the status of the sewer sale settlement. Ms. Batdorf responded that the settlement has been rescheduled to April 25, 2018.

Ms. Stone asked the Board if there has been any discussion regarding a proposed development to be located at the site of the Ludwig's Corner Horseshow Grounds. Mr. Jacobs responded to his knowledge, there are no plans for development at this time.

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

April 16, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member, Bernie Couris, and Robert Sebia, Esq. Township Solicitor, Bryan Kulakowsky, Township Engineer, Erica Batdorf, Township Manager, Kathryn Shillenn, Township Secretary.

Chairman John Jacobs called the meeting to order at 7:03 p.m.

Approval of Minutes:

Mr. Schneider made the motion to approve the April 2, 2018 minutes as submitted. Mr. Couris noted a revision to the minutes. Mr. Schneider made a revised motion to approve the April 2, 2018 minutes as amended. Mr. Couris seconded the motion which carried unanimously.

Reports:

Police Report: Sergeant Russell provided the Police Report for the month which was acknowledged as received.

Bills List: Mr. Schneider made a motion to approve the Bills List in the total amount of \$168,789.35. The Board answered a few questions from the public and the motion carried unanimously.

Subdivision/Land Development:

Kanavy/Trevdan Lot 1 Conditional Use Application: Mr. Sebia opened the conditional use hearing and entered various exhibits into the record. Timothy Kanavy, Applicant, explained that he owns the business, Trevdan Building Supply, located at 1031 Pottstown Pike, and is interested in building a new 6,900 square foot warehouse building. Dan McKenna, of Wilkinson & Associates, provided testimony related to the application. Mr. McKenna stated that Trevdan operates from a number of buildings located on the property. The property is currently zoned as Planning Commercial/Light Industrial and warehousing is allowed by conditional use in this Zoning District. Mr. McKenna stated that the Planning Commission reviewed and recommended approval of the conditional use application to the Board of Supervisors.

In addition, the conditional use approval is required to facilitate the land development application to construct the proposed warehouse facility. Mr. Couris asked the Applicant how far the building is from the Rt. 100 Right of Way. Mr. McKenna indicated the building is fifty feet from the Right of Way. Mr. Jacobs asked Mr. Kulakowsky if he had any concerns regarding the application. Mr. Kulakowsky indicated he does not have any concerns, and that the Applicant has satisfied his questions. Mr. Sebia asked if there were any questions from the public. Sara Shick, 1201 Davis Lane, inquired as to the status of the stormwater management features on the site, including the

stormwater basin. Ms. Shick indicated that a nearby property owner shared concerns regarding receiving stormwater from Mr. Kanavy's property. Mr. McKenna responded that his firm conducted an as built analysis and have noted on the plans the basin will be cleaned and slopes reset to assure it meets design standards. Mr. Sebia noted a condition of the approval could include approving the use so long as the stormwater basin is addressed to the satisfaction of the Township Engineer. Mr. Sebia closed the hearing and stated the Board has forty-five days to render a decision. Given that there were no questions from the Board, Mr. Sebia presented a motion for consideration. Mr. Jacobs made the motion to approve the Conditional Use Application of Timothy J. Kanavy, requesting Conditional Use Approval of Section 1102-B 13 of the West Vincent Township Zoning Ordinance to permit the construction of a building for warehousing of building materials, located at 1031 Pottstown Pike, UPI Number 25-6-30 subject to the following conditions: the applicant will comply with testimony and exhibits presented at this hearing and comply with stormwater conditions to the satisfaction of the Township Engineer. Mr. Schneider seconded the motion which carried unanimously.

16 Years, LLC Subdivision: Mr. Schneider made the motion to approve an Extension Agreement for the 16 Years, LLC Subdivision through July 31, 2018. The motion was seconded by Mr. Couris and carried unanimously.

Maxwell Subdivision: Mr. Schneider made a motion to approve an Extension Agreement for the Maxwell Subdivision through August 1, 2018. Mr. Couris seconded the motion which carried unanimously.

Glen Hill Subdivision Plan Revision: The Board acknowledged receipt of the subdivision plan revision for Glen Hill, 1692 Hollow Road.

Old Business

Bucks County Water & Sewer Authority (BCWSA) Fat, Oils, & Grease Regulations Ordinance Public Hearing: Mr. Sebia opened the hearing to review the BCWSA ordinance regulating fat, oils, and grease traps of commercial entities related to the sewer system located in the Township. This regulation has been prompted by the sewer sale. Mr. Couris asked Mr. Sebia what commercial entities would be affected by the new Ordinance. Mr. Sebia responded that the Ordinance would impact proposed commercial development at the Weatherstone Town Center. There was no public comment. Mr. Sebia then closed the hearing. Mr. Schneider made a motion to adopt Ordinance No. 182-2018 approving in part, certain regulations adopted by Bucks County Water & Sewer Authority related to the installation and regulation of oil and grease interceptors, and/or traps for all industrial, commercial, and institutional establishments and providing penalties for the same in the event of violations of the ordinance. Mr. Couris seconded the motion. The motion carried unanimously.

Bucks County Water & Sewer Authority (BCWSA) Rules & Regulations Public Hearing:

Mr. Sebia opened the public hearing and marked several exhibits into the record. Mr. Sebia explained that these rules and regulations of BCWSA would take effect due to the sewer sale. The rules have been reviewed by staff and the Township Engineer. There was no public comment. Mr. Sebia closed the hearing. Mr. Schneider made a motion to adopt Ordinance No. 183-2018 for the

purpose of establishing and adopting certain rules and regulations concerning the use of the sewer and sewer system. Mr. Couris seconded the motion. The motion carried unanimously.

Resolution adopting Rules & Regulations of Bucks County Water & Sewer Authority (BCWSA):

Mr. Sebia explained that the Ordinance that was passed now requires the Township to adopt a new Resolution adopting BCWSA Rules and Regulations. Mr. Schneider made the motion to approve Resolution No. 15-2018 establishing and adopting certain rules and regulations concerning the sewer and sewer system. Mr. Couris seconded the motion. The motion carried unanimously.

Bryn Coed Open Space Land Acquisition Public Hearing: Mr. Sebia opened the public hearing and entered various exhibits into the record. Mr. Sebia explained the hearing is set in accordance with the Open Space Lands Act. The Township is looking to acquire a 72 acre property currently owned by Natural Lands. A conservation easement will be placed on the property. Mr. Jacobs commented that this project has been a tremendous effort of several partners. There was no public comment. Mr. Sebia closed the hearing. Mr. Schneider made a motion to approve Resolution No. 16-2018 authorizing, confirming, and ratifying the selection and acquisition of an approximately 71.2547 gross acre property located in West Vincent Township and authorizing the Chairman of the Board of Supervisors, Township Manager, and Township Solicitor to execute and file all necessary documentation required to acquire the property. Mr. Couris seconded the motion. The motion carried unanimously.

Road Materials Contract Bid Award: Ms. Batdorf indicated that two bids were received as part of this bid package. One bid was received from Cedar Hollow Recycling for two items as part of the bid. One bid was received by Britton Industries for the hauling of dirt. Ms. Batdorf explained that the bid price submitted by Cedar Hollow Recycling is slightly higher than last year. Ms. Batdorf indicated that the price submitted by Britton Industries for the removal of dirt was very high. Staff's recommendation is to award the bid to Cedar Hollow Recycling for materials as noted, and to reject the bid from Britton Industries. Ms. Batdorf indicated that there is an alternative vendor who can service the Township at a significantly lower cost. The total estimated cost in using this alternative bidder for the removal of dirt is below the bidding threshold required by the second class Township code. Mr. Schneider made a motion to award the road material bid as submitted for PennDOT Approved Recycled Blacktop 2A Modified and PennDOT Approved 203 Aggregate C2A Recycled Concrete to Cedar Hollow Recycling of Phoenixville, PA, and to reject the road material bid as submitted for the hauling of dirt by Britton Industries of Morrisville, PA. Mr. Couris seconded the motion. The motion carried unanimously.

New Business:

Resolution Authorizing Condemnation of Sewer Easement on 2639 Westover Lane: Mr. Couris made a motion to approve Resolution No. 17-2018 authorizing the condemnation of portions of certain real estate owned by Kevin Barr located within West Vincent Township, Chester County, Pennsylvania, for the purpose of obtaining a sanitary sewer and access easement for sanitary sewer facilities. Mr. Schneider seconded the motion. Ms. Batdorf explained that as part of the sewer sale process there has been much due diligence conducted including the surveying of all Township properties involved with the sewer sale. The Township identified that monitoring wells serving the Weatherstone sewer plant are located on private property. For several years the Township had been

using and maintaining the monitoring wells on this property. The Township and the property owner could not come to a resolution in agreeing to an access easement to allow for the maintenance of these existing facilities. Therefore, the Township needs to acquire the .23 acres of property in anticipation of the sewer sale through condemnation. George Dulchinos, 1415 Hollow Road, asked why the Township could not come to terms with an agreement. Mr. Sebia indicated that the Township did offer compensation in accordance with the fair market value of the property through an appraisal. The property owner did not accept it. Art Ewell, 975 Fellowship Road, asked if this easement was noted on the property owner's deed. Mr. Sebia indicated that the easement is not on the deed. The motion carried unanimously.

Appoint Township Treasurer: Mr. Couris made the motion to appoint Michele Hogrelius as Township Treasurer at a rate of \$23.50/hour. Sara Shick, 1201 Davis Lane, asked what hours Ms. Hogrelius will work in the office. Ms. Batdorf responded that she will work thirty hours per week. The motion carried unanimously.

Appoint Township Secretary: Mr. Couris made a motion to motion to appoint Kathryn Shillenn as Township Secretary at a rate of \$28.00/hour. Sara Shick, 1201 Davis Lane, asked how many hours Ms. Shillenn will work in the office. Ms. Batdorf responded that Ms. Shillenn will work forty hours a week, plus additional hours as needed for meetings. The motion carried unanimously.

Public Comment on Non-Agenda Items:

Harriet Stone, 1645 Birchrun Road, commented that Natural Lands was exceedingly helpful and supportive with the Historic Resource Subcommittee in preserving the Ralston Barn.

Jim Bergey, 1433 Birchrun Road, commented on needed drainage improvements on Jaine Lane in the Township. Mr. Kulakowsky reported that the survey is a first step towards a plan to remediate the stormwater issues and form a maintenance plan for Jaine Lane.

Jennifer Munson, 1974 Beaver Hill Road, thanked the road crew for the recent roadwork along Beaver Hill Road. Ms. Munson indicated although the maintenance improves conditions unfortunately she learned her neighbor experienced a flat tire recently and wanted to pass along this feedback to the road crew for their knowledge.

George Dulchinos, 1415 Hollow Road, expressed concern over public comments made at a recent public meeting concerning his interest in open space preservation.

Mr. Jacobs announced an Executive Session to occur right after the Board meeting at 8:05 p.m. concerning real estate.

The meeting adjourned at 8:05 p.m.

Respectfully submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

May 7, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member, Bernie Couris, and Joseph J. McGrory, Esq. Township Solicitor, Bryan Kulakowsky, Township Engineer, Erica Batdorf, Township Manager, Kathryn Shillenn, Township Secretary.

Chairman John Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes:

Mr. Schneider made the motion to approve the May 7, 2018 minutes as submitted. Mr. Couris seconded the motion which carried unanimously.

Reports:

Township Manager Report: Ms. Batdorf gave her report for May, 2018; items of note; the promoters of the country music festival will have a meeting at the Hankin Library on May 14th to answer any questions residents may have, the sewer settlement was completed on April 25th; the final invoices are now being worked on by township staff. The primary election is May 15th; the office will be open for voting. The 2017 Audit Report will be presented at our next Board Meeting. There will also be a meeting between Neil Fisher representing Weatherstone and the EAC and Sustainability Committee. The meeting should be finalized before the next Board Meeting. The bids for Chip/Seal will be opened on May 14th. This month has seen an increase in building permits. Also, the Township office will be closed on May 28th for the Memorial Day holiday. The Festival in the Park will be held on June 9th. The report was then acknowledged as received

The Environmental Committee recently met and put forth a recommendation for a Township Historical Resources Commission.

Victoria Laubach, Chairwoman of the Environmental Advisory Council, and Jane Helm, Vice – Chairwoman of the Environmental Advisory Council, presented a recommendation on behalf of the Council in forming a Historic Review Commission. A draft report with recommendations was presented to the Board. Mr. Jacobs indicated the Board will review the recommendations and comment at a future Board meeting.

Sara Shick, 1201 Davis Lane asked if a copy of the draft report could be provided to the Historic Review Subcommittee. Brian Curry, 512 Blackhorse Road, asked if the report will be placed on the township website so that everyone can see it. Ms. Batdorf indicated that the draft report will be posted on the website.

Bills List; Mr. Schneider made a motion to approve the Bills List in the total amount of \$225,911.38. The Board answered a few questions from the public and the motion carried unanimously.

Presentation:

The Norchester Red Knights gave a presentation to the Board speaking on the need for donations for the children who play football and cheerleaders to be able to buy new uniforms and they are also in need of a new roof for their clubhouse. They are asking for support from West Vincent Township. Mr. Jacobs informed the group that the request will go under consideration by the Board.

Subdivision/Land Development:

Michael & Meryl Joblin Subdivision, 2120 Flowing Springs Road Resolution of Approval:

MOTION by Mr. Schneider to approve Resolution 18-2018 for minor subdivision plan approval for 2120 Flowing Springs Road; seconded by Mr. Couris. Bryan Kulakowsky commented that the plan was reviewed. All comments were addressed and the Planning Commission, at their last meeting, and recommended that this plan be approved. Mr. Kulakowsky indicated this plan is a simple lot line change between neighbors. *Motion carries unanimously*

McCoy & Meyers Subdivision, 1286 & 1304 Hollow Road Resolution of Approval: **MOTION** by Mr. Schneider to approve Resolution 20-2018 for minor subdivision plan approval for 1286 & 1304 Hollow Road; second by Mr. Couris. Bryan Kulakowsky commented that this is a simple lot line change between neighbors to allow better access to their property. All comments were addressed and the Planning Commission has recommended approval. *Motion carries unanimously.*

Natural Lands Trust & Flint Road Subdivision – Bryn Coed Subdivision Resolution of Approval: **MOTION** by Mr. Couris to approve Resolution 19-2018 for preliminary/final subdivision plan approval for the Bryn Coed Farms – Lot Line Change No. 2; second by Mr. Schneider. Bryan Kulakowsky commented that this is the lot line change for the Preserve Lot 5A. Mr. Kulakowsky noted the plan reallocates two parcels to make one 23-acre parcel. *Motion carries unanimously.*

Kanavy/Trevdan, Lot 1 Conditional Use: Solicitor McGrory commented that no action is needed for this item. The Board only has to sign the Decision.

Weatherstone Settlement Agreement Modification: Solicitor McGrory discussed the role of the Settlement Agreement between the Township and Hankin Development Group in relation to Hankin's proposed plan. The proposed commercial development plan, which is pending right now, includes a small portion of property at the corner of Rt. 100 and Rt. 401, which was not part of the Settlement Agreement. The proposed plan is incorporating this land into the development. The Settlement Agreement would need to be amended to allow for the land to be included as part of this plan through a court stipulation. Therefore, the plan cannot be voted on tonight. Mr. McGrory indicated that he wants to make sure that the Board is fine with what the developer is proposing

before voting on the stipulation to the agreement. Mr. Schneider asked if this was for the 1.8 acres. at the corner of Rt. 100 and Rt. 401. Solicitor McGrory confirmed this is the land in question. **MOTION** by Mr. Schneider to allow the Chairman to sign the settlement agreement; second by Mr. Couris.

Harriet Stone, 1645 Birchrun Road, commented that the WaWa site is right across Birchrun Road from a Class I historical property. This requires that they must come up with a cultural impact study and it is required to be submitted to PHMC. Neil Fisher, representing Weatherstone, commented that if they disturb more than 10 acres, then the study must be submitted.

Kate Farnham, 988 St. Matthews Road, commented that there are two historic districts that appear to cross the property. The Highlands Historic District does appear to cross the property, and there is a house on the corner of Birchrun Road and Rt. 100 that is eligible for the national historic register, including in front of the property.

Sara Shick, 1201 Davis Lane, commented on a Hankin owned farmstead, located on Birchrun Road. She has a copy of the Settlement Agreement identifying the responsibility of the Hankin Group in maintaining this property. Ms. Shick stated that the Agreement requires Hankin to honor the historic property and keep it sound. Ms. Shick is requesting that the right people keep an eye on this and they are concerned that Mr. Hankin is not adhering to the agreement.

Neil Fisher, of the Hankin Group, commented on the impacts of the commercial development on nearby historic properties. Mr. Fisher noted the plan is a much softer, less dense version than the previously proposed plan. The residential size has increased but the commercial size has decreased, thus making the appearance less dense. **MOTION** by Mr. Schneider to amend the previous motion to allow the Solicitor to sign the agreement; second by Mr. Couris. *Motion carries unanimously.*

Ms. Shick, commented that she feels that they should hold off signing the plan until they have a chance to discuss the issue of the maintenance of the farmstead further. Mr. Couris commented that there is nothing they can do about the Settlement Agreement and that Mr. Fisher is extending a courtesy to listen to the Environmental Advisory Committee and the Sustainability Committee. Jim Helm, 2563 Veronica Drive, commented that they need more action in maintaining the farm. He would encourage the Board to take a look at the Settlement Agreement. Mr. Helm expressed his displeasure at the approach that Hankin has taken. He feels that the residents were sensitive to the signs and that the signs adhere to the township ordinance and he is concerned about the overall approach that this concern was ignored.

Mr. Jacobs commented that they will still have the plans in from of them next month. Solicitor McGrory commented that the Board needs to be satisfied with the plan before approving the stipulation. Mr. McGrory asked Mr. Fisher is there anything he can do to address some of the concerns regarding the look of the farmstead. Mr. Fisher stated he will meet with Township officials and come up with an action plan.

Regarding the WaWa sign, Ms. Shick stated that the signs were 18 ft. Mr. Schneider commented that they were lowered and are 14 ft. The monument sign is 18ft.

Mr. Jacobs commented that there are two points in the plan that need a variance – to change the size of the trees and the sign size, which has been handled. Mr. Fisher stated that the trees which are required are 3” caliper trees, which are difficult to find; he can find 2 ½” caliper trees. The plan would then show over 1000 trees if using the 2 1/2” caliper trees. Mr. Jacobs commented that there would need to be something noted that there will not be advertising on the WaWa sign, other than the gas prices. Mr. Helm further stated that he feels that his comment on signs was misunderstood; the sign is non-conforming. Ms. Shick commented that she is not happy with the signs; she is more concerned with the historic farmstead near the proposed development.

Mr. Jacobs commented that an issue has been brought to a head regarding the Township’s historic properties and Hankin should meet the terms of their agreement. When Mr. Fisher goes out to look at the property, he would like Ms. Batdorf and the Zoning Officer to go along.

Brian Curry, 512 Blackhorse Road commented that the WaWa sign proposed is similar to the WaWa sign near Eagle.

Karl Brachwitz, 1286 Hollow Road, asked if the WaWa sign will be an electronic sign. Mr. Brachwitz mentioned the Sunoco was turned down by the Zoning Hearing Board for electronic signs. Mr. Fisher noted that the signs will be electronic signs but will be approved through the Settlement Agreement.

Mr. McGrory asked Mr. Fisher if he could add a revision to their plan approval that there will be no electronic signs on the development with the exception of the WaWa. Mr. Fisher agreed to adding this requirement to their plan.

Jane Helm, 2563 Veronica Drive, commented that she was just over the PA border and the WaWa signs had a stone base and seemed shorter.

Suzanne Roth, 1360 Schoolhouse Lane, commented on the lumens that will be shining in the WaWa parking lot. It was very noticeable that the lumens were much lower in Delaware. Mr. Fisher stated that the lighting complies with the ordinance requirements. Ms. Roth commented that she would be concerned if the lumens in the WaWa parking lot were high and she lived in the Weatherstone development.

Peggy Glazer, 2990 Horseshoe Trail commented that there seems to be some distrust with Hankins ability to comply with things; she suggests holding off until the Township Manager takes a look at the buildings to make sure everything is addressed in accordance with the Settlement Agreement.

Ms. Shick gave the Board a list of the historic properties that are not well maintained in the Township. Ms. Shick noted that the historic farmstead in question tonight is on the committee’s list.

Harriet Stone commented that the historic review committee does not have photos from the time the settlement went through. However, the committee does have photos from the time the historic atlas was being done from about seven years ago which are out in the lobby. Ms. Stone will share this information with staff.

MOTION by Mr. Schneider to accept the Weatherstone Settlement Agreement Modification; second by Mr. Couris. *Motion carries unanimously.*

Weatherstone Town Center Phase I Land Development – Residential: The Board has acknowledged receipt of the Weatherstone Town Center Phase I Land Development Residential Plan.

16 Years LLC Subdivision Sewer Approval – **MOTION** by Mr. Schneider to approve Resolution 21-2018 the subdivision 16 Years LLC to submit the sewer modules; second by Mr. Couris. *Motion carries unanimously.*

New Business:

Bid for Double Chip Seal of Township Roads: **MOTION** by Mr. Schneider to reject all bids due to price; second by Mr. Couris. *Motion carries unanimously.*

MOTION by Mr. Schneider to authorize the Township Manager to rebid the Double Chip Seal of Township Roads; second by Mr. Couris. *Motion carries unanimously.*

Festival in the Park Request for Waiver of Park Rules: **MOTION** by Mr. Schneider to approve the waiver of the park rules for the Festival in the Park; second by Mr. Couris. Mr. Couris asked if this is just for the Festival only. Ms. Batdorf stated that this is just for the commercial activities. Ms. Shick asked if there is anything out of the scope of what we have seen before at community day. Ms. Batdorf replied the scope of activity is similar. Brian Curry, 512 Blackhorse Road commented that the some of the park rules follow deed restrictions. This is part of the gifting of the park from the Evans family to the Township.

Maria Jacobs, 2351 Beaver Hill Road commented that if there is a problem with the festival it can be canceled. Ms. Batdorf will investigate the matter.

Mr. Schneider amends the motion contingent on Ms. Batdorf's review of the issues; second by Mr. Couris. *Motion carries unanimously.*

Hustle for Henne 5K Run: Ms. Batdorf commented that a non-profit group is proposed to host a 5K run at Evans Park to raise funds for addiction recovery and is similar to last year's Turkey Trot. There is no money allocated for the event in the Township budget. Ms. Batdorf will get more information to share with the Board.

Public Comment on Non-Agenda Items:

Harriet Stone, 1645 Birchrun Road, commented that she received notification that Columbia Gas will be crossing some township roads possibly in early June.

Brian Curry, 512 Blackhorse Road, commented that at the last meeting the road material bids were below the threshold for bidding. He was looking at the website and videos are missing. The HRC meeting minutes are not on the website. Ms. Batdorf commented that staff are working on these items.

Suzanne Roth, 1360 Schoolhouse Lane commented that she was out taking mulch away from the trees and the Township should monitor the landscaping to prevent the misuse of mulch in the future.

Brian Sundermeir, of Natural Lands Trust requested an update on the purchase of West Vincent Park to be located at the Bryn Coed site. Mr. McGrory brought copies of the agreement to the Board meeting which was previously approved by the Board of Supervisors.

MOTION by Mr. Schneider to approve the agreement of sale of 72 acres for \$950,000.00 be signed; second by Mr. Couris. *Motion carries unanimously.*

Jane Helm, 2563 Veronica Lane commented that the blinking light on stop sign at S. Chester Springs Road and Rt. 401 is still not working. Ms. Batdorf has relayed these issues to PennDOT and they have processed a work order to have the lights fixed.

The meeting adjourned at 8:49 p.m.

Respectfully submitted,

Kathy Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

May 21, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Joseph J. McGrory, Jr. Esq. Township Solicitor, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary Member Bernie Couris – absent.

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the May 7, 2018 minutes as submitted; Mr. Jacobs seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Chief Swinger gave his report which was acknowledged as received.

Bills List: MOTION by Mr. Schneider to approve the Bills List of May 21, 2018 in the total amount of \$298,310.15; Mr. Jacobs seconded the motion. The Board answered a few questions from the public. *Motion carries unanimously.*

Announcements: None

Correspondence:

Request for French Creek Conservation Trust Iron Tour Donation: - The matter was tabled until the next Board of Supervisor's meeting on June 4, 2018.

Presentation:

2017 Audit & Financial Statement Presentation - Barbacane, Thornton & Co. - Steve Kutsuflakis, CPA representing Barbacane, Thornton & Co. presented the 2017 Audit & Financial Statement.

John Eldridge, 1634 Hilltop Road questioned the Township's plans for use of the surplus in revenues accounted for in 2017. Mr. Eldridge indicated the surplus is estimated to be \$578,000 and the audit showed \$478,000. Ms. Batdorf stated that if Mr. Eldridge has specific questions, she could get the information and get it to him. Mr. Eldridge also commented that in 2016 there was an excess net income of \$829,000; in 2017 there was an excess of \$478,000. This builds up the reserve to \$2,200,000. Mr. Jacobs stated that for the next two to three meetings there will be discussions on spending Township funds on needed capital expenditures. Mr. Eldridge commented that the Audit listed \$200,000 used on Community expenses. Ms. Batdorf replied

that is was for the 16 Years, LLC open space project. Mr. Eldridge commented that the monthly statements received by the Township could be improved. Ms. Batdorf commented that the Township has a new Treasurer on board and staff will be looking at the reports and will take Mr. Eldridge's comments under consideration.

Subdivision/Land Development

Weatherstone Town Center Phase I Plan - Resolution of Approval – Mr. McGrory received a signed copy of the Court Order approving the amendment to the Settlement Agreement between the Hankin Group and West Vincent Township.

MOTION by Mr. Schneider to approve Resolution 22-2018, Amended Preliminary/Final Weatherstone Settlement Plan Approval-Weatherstone Town Center WaWa; second by Mr. Jacobs. *Motion carries unanimously.*

Harriet Stone, 1645 Birchrun Road noticed in downtown Malvern that the WaWa blended in very well with the community. Ms. Stone asked if the WaWa architecture in this plan respects the architecture of neighboring properties. Mike Malloy representing the Hankin Group reviewed the sign package and indicated that the Hankin Group worked very closely with WaWa to come up with an aesthetically pleasing plan. Mr. Jacobs commented that at the last Planning Commission Meeting it was brought up Ludwig's Corner be used in the naming of the development instead or in addition to Weatherstone. Mr. Malloy stated that he can take that back to his colleagues for consideration. Art Ewell, 989 Fellowship Road asked if this WaWa will be a Super WaWa. Mr. Malloy replied that the WaWa will have a convenience store and gas station.

16 Yrs. LLC Zoning Hearing Board Application – Mr. Kulakowsky presented an update on the 16 Years, LLC subdivision project and indicated that the engineer is requesting zoning relief related to access to proposed newly subdivided lots. A Zoning Hearing Board Application was received on May 14th by the Township. 16 Yrs. LLC is requesting three variances. Mr. Kulakowsky commented that the Planning Commission voted to support this application. The Board can support the application, oppose the application or do nothing and let the Zoning Hearing Board handle it. The Board acknowledged the application as received.

New Business

French Creek Road Arch Replacement Bid Award – **MOTION** by Mr. Schneider to award the French Creek Road Arch Replacement Bid to Veteran Construction Utility Services, Inc. in the amount of \$136,140.99; Mr. Jacobs seconded. *Motion carries unanimously.*

Brian Curry, 512 Blackhorse Road asked how long ago was it that the bridge was found to be collapsing. What is the date that the bridge will be repaired? Mr. Kulakowsky stated that he closed the bridge on March 1, 2016. There is no completion date as of yet.

Flint Road & Schoolhouse Road Paving Bid Award – **MOTION** by Mr. Schneider to reject all bids for the West Vincent Township Road Paving Program due to price; second by Mr. Jacobs. *Motion carries unanimously.*

Sara Shick, 1201 Davis Lane asked if this applies equally to both roads. Mr. Kulakowsky confirmed the vote applies to both roads.

MOTION by Mr. Schneider to authorize the Township Manager to re-bid the Township Road Paving Project; second by Mr. Jacobs. *Motion carries unanimously.*

Brian Curry asked if this project is going to be re-bid the same as before and hopefully get different numbers. Mr. Kulakowsky explained that it is the same bid but will be tweaked a bit. Sara Shick asked which part of Schoolhouse will be paved. Mr. Kulakowsky responded that the project includes the section of Schoolhouse Lane between Flowing Springs Road and St. Matthews Road.

Township Copier Equipment Contract – Ms. Batdorf stated that she just wanted this on the radar; the copier lease is up and is now month-to-month. We are currently working on evaluating pricing.

Sewer Sale Proceeds Planning Discussion – Mr. Jacobs stated this is on the agenda but what he wanted to address was a 5 year Road Program. Mr. Jacobs expressed he feels it is important and all three Board members need to be present. Harriet Stone, 1645 Birchrun Road, stated that it sounds as if you want to use money from selling open space and not using it for open space. Ms. Stone stated that a lot of the sewer plants are considered open space. Sara Shick stated that the sewer plants are shown on the township maps as open space. Ms. Batdorf commented that she had a conversation with Mr. Kulakowsky about prioritizing bridge and road improvements. Mr. Kulakowsky stated that the 2016 study on roads is the basis of the yearly program. He will lay out a five-year plan with staff. Mr. Schneider asked why a road paved in 2017 have a rating of three. Mr. Kulakowsky stated that the ratings are not updated. Paving should last 10-15 years and tar/chip should last 5-7 years.

Mr. Jacobs feels that Flint Road and Schoolhouse Road should be done in 2018; Jaine Lane and a smaller project in 2019; after that a number of other roads would be looked at. Then culverts, Buttonwood Bridge would be the main focus to fund. Mr. Kulakowsky noted that this would be a very challenging replacement. Planning would possibly take 2-3 years. There will be other culverts to look at also. Brian Curry, 512 Blackhorse Road, stated that the permitting side takes much longer. Mr. McGrory noted that this bridge is much more complicated and alternative accesses should be worked on. Ms. Batdorf has talked with residents, of which are unwilling to provide access. Ms. Shick asked if this will be the last public conversation on the road planning. Art Ewell asked if there is a possibility to get a temporary easement and have it then disappear. Mr. McGrory stated that this would be a conversation to have with the Board. Mr. McGrory also asked Mr. Kulakowsky if there are grants available for the bridge project.

Public Comment on Non-Agenda Items – Sara Shick, 1201 Davis Lane, commented that the use of the sewer sale proceeds should involve resident input to come up with ideas and help in prioritizing those ideas.

MOTION by Mr. Schneider to adjourn; second by Mr. Jacobs. *Motion carries unanimously.*

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

June 4, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member Bernie Couris, Erica Batdorf, Township Manager and Kathryn Shilleen, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an Executive Session was held prior to this meeting at 5:30 p.m. to discuss Personnel and Real Estate.

Approval of Minutes

MOTION by Mr. Schneider to approve the May 21, 2018 minutes, with corrections; Mr. Jacobs seconded the motion. *Motion carries 2-0-1 with Mr. Couris abstaining.*

Reports:

Manager Report: The Phoenixville Regional Planning Commission met on May 30th. There is a link to the Draft Comprehensive Plan material available on the Township Website under "Plans & Studies". The Festival in the Park will take place this Saturday, June 9th from 3:00 pm to 7:00 pm. This event is sponsored by the Park and Recreation Commission. There is a website available at www.WVTFestival.com to see the day's program of activities. West Vincent Township was recently featured in the May issue of the Pennsylvania Township News Magazine regarding our Road Improvement Program. The Fellowship Trail Ribbon Cutting will be held on June 21st at 6:00 pm. Also, the Picnic in the Park returns on June 21st at 6:30 pm. and will also feature live music. This event will be held on the third Thursday of the months of June, July and August.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List of June 4, 2018 in the total amount of \$115,449.19; Mr. Couris seconded the motion. *Motion carries unanimously.*

Announcements: None

Correspondence: None

Presentation: None

Subdivision/Land Development:

Trevdan Lot 1 Land Development Plan Resolution of Approval – **MOTION** by Mr. Schneider to approve Resolution No. 23-108 for Preliminary/Final Land Development Plan for 1031 Pottstown Pike, Lot 1, Trevdan Building Supply; second by Mr. Couris. *Motion carries unanimously.*

Glen Hill Subdivision Plan Resolution of Approval – MOTION by Mr. Schneider to approve Resolution No. 24-2018 for the Amended Preliminary/Final Subdivision Plan Approval for 1692 Hollow Road, Glenn Hill for Subdivision of UPI 25-4-102 into four lots; second by Mr. Couris. *Motion carries unanimously.*

Old Business:

Norchester Red Knights Request for Donation – Ms. Batdorf updated the Board on this request. The groups was requesting a donation to support their football/cheer program. Mr. Couris feels that the Board should donate \$500.00. Brian Curry, 512 Blackhorse Road, thought that for both donation requests, including French Creek Iron Tour, it should be put on the website for public recommendations. Maria Jacobs, 2351 Beaver Hill Road, noted that the Norchester Red Knights will be attending the Festival in the Park for fundraising. Chairman Jacobs agrees with Mr. Couris regarding the donation of \$500.00, but he also felt this will open up the possibility of other groups asking for donations. George Dulchinos, 1415 Hollow Road, inquired as to how many children from West Vincent play on the team and how the contribution would benefit the Township.

MOTION by Mr. Jacobs to approve a donation of \$500.00 to the Norchester Red Knights; second by Mr. Couris. Mr. Jacobs, Mr. Couris – yes, Mr. Schneider – no. *Motion carries 2-1.*

French Creek Iron Tour Request for Donation – Pam Brown, Conservation Director with French & Pickering Creeks Conservation Trust, discussed the Tour. She stated that 1,000 to 1,200 people participate in this event and she feels that this tour showcases the Township's investment in land preservation. Last year approximately \$30,000 to \$40,000 was raised from this event. Ms. Brown is asking for a donation of \$1,000. Mr. Couris stated that he supported this event. Maria Jacobs asked Ms. Brown what proportion of funding goes into the preservation of the land and how much goes into the operations. Ms. Brown indicated that the Tour helps raise funds for the operation of the Trust.

MOTION by Mr. Couris to approve a donation of \$1,000 to the French Creek Iron Tour; second by Mr. Jacobs. Mr. Couris, Mr. Jacobs – yes, Mr. Schneider – no. *Motion carries 2-1.*

New Business:

New Zoning Hearing Application for Kevin Plunkett, 943 Dewees Lane, for Special Exception of Section 2209 of the Township Zoning Ordinance – Ms. Batdorf discussed this application and explained that this is just for the Board to be informed and that they have the option to support, deny or take no action and let the Zoning Hearing Board hear the case. The Zoning Hearing will take place in July. The Board acknowledged as received. *No action will be taken by the Board.*

Brian Curry, 512 Blackhorse Road, stated that Ms. Batdorf mentioned that the applicant is not the homeowner. He thought that the application was tied to the owner of the property. Ms. Batdorf stated that the owners/tenant and Zoning Hearing Board are working through this issue. Suzanne Roth, 1360 School House Road, asked if the detailing would be using toxic substances. Beverly Buckta, 7 Adelpia Lane, is requesting the Board oppose this application. She feels that

it does not fit in with the character of the residential neighborhood and also that the street is too narrow. Mr. Couris stated that the Board cannot stop the application; that it has to go through the zoning process. Several comments were received by the public indicating that the business is still being advertised and promoted through flyers and social media. Sara Shick, 1201 Davis Lane stated that the Board can vote to be represented at the Zoning Hearing. Ms. Shick indicated that she recently observed comments on social media by Mr. Plunkett with regard to the operation of the business. Ms. Batdorf will discuss this issue with the Zoning Officer to ensure there are no operations taking place at this property at this time.

Ludwig's Corner Fire Company Request for Capital Contribution – David Frame, President and Jeff Kimes, Fire Chief of the Ludwig's Corner Fire Company, discussed the request. Mr. Frame indicated that the cost of the new rescue fire truck will be \$651,000. Maria Jacobs asked how much the Fire Company will need in addition to the \$100,000 requested by the Board of Supervisors. Mr. Frame provided an overview of the contributions to date and noted that the company has sought a low interest state loan to pay for the remainder of the balance for the vehicle.

MOTION by Mr. Schneider to approve \$100,000 for the Ludwig's Corner Fire Company Request; second by Mr. Jacobs. *Motion carries unanimously.*

Road Program Planning Discussion – Ms. Batdorf stated that Cedarville Engineering is taking the comments from the last meeting and working on estimates for the Five-Year Plan. Mr. Couris noted that Flint Road has washed out twice already. Ms. Batdorf stated that the Road Crew has been doing the prep work on that road. Bids will be open this coming Friday. Mr. Couris and Mr. Schneider will give Ms. Batdorf their lists of priorities for the Road Program. Ms. Shick asked about the revised road bids for Schoolhouse Lane and Flint Roads. Mr. Jacobs stated that they are not revised, they had to be re-bid due to some contractor errors on bid forms. The bids are due to be opened on Friday. Ms. Shick noted that the township should hire experts to do their jobs properly. Mr. Jacobs stated that this discussion will be on the next meeting's agenda.

Public Comment on Non-Agenda Items

Maria Jacobs read a public service announcement regarding the Festival in the Park thanking volunteers and staff who are contributing efforts towards this event and described the planned activities to take place on June 9, 2018. Jennifer Munson stated that Neal Fisher from the Hankin Group conducted a Joint Meeting of the EAC and Sustainability Committees. She would like to thank the Hankin Group for meeting with them. The Committees biggest issue to be addressed included discussion regarding plantings and the size of the trees in the development.

MOTION by Mr. Jacobs to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Kathryn Shillenn

Township Secretary

West Vincent Township
Board of Supervisors Meeting

June 18, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Member Bernie Couris, Joseph J. McGrory, Jr. Esq. Township Solicitor, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary
Vice Chairman, Mike Schneider – absent.

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an Executive Session was held at 6:30 p.m to discuss litigation. Brian Curry, 512 Blackhorse Road asked what the litigation was. Solicitor McGrory responded that it was for the Duey litigation.

Approval of Minutes

MOTION by Mr. Couris to approve the June 4, 2018 minutes as submitted; Mr. Jacobs seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Chief Swinger gave his report which was acknowledged as received.

Harriet Stone, 1645 Birchrun Road commented that it would be good if PennDOT would put in speed bumps before entering the Sheeder Mill Bridge to slow cars down. Ms. Batdorf stated that the elected officials are adding it to their advanced bridge replacement program to get it going for us. They are in the assessment stage right now.

Bills List: **MOTION** by Mr. Couris to approve the Bills List of June 18, 2018 in the total amount of \$177,872.41; Mr. Jacobs seconded the motion. *Motion carries unanimously.*

John Eldridge, 1634 Hilltop Road asked why the Bills List showed Final instead of Draft; regarding the \$100,000 to the Fire Company. Mr. Eldridge commented on the contribution to the Ludwig's Corner Fire Company and asked Mr. Jacobs if he felt he should recuse himself from the vote. Mr. Jacobs informed Mr. Eldridge he had no reason to recuse himself from this vote.

George Dulchinos, 1415 Hollow Road, asked about the \$800 plus in legal fees for a Right-To-Know. Ms. Batdorf stated that this was for a Right-To-Know related to a few police matters.

Sara Shick, 1201 Davis Lane asked about the small bill for the Promenade at Chester Springs. Is this still alive? Ms. Batdorf stated that they are coming up with a new plan.

Art Ewell, 975 Fellowship Road, asked what the bill from Kimmel Borgrette is for. Ms. Batdorf stated that it is for the architect that did the Township Feasibility Study.

John Eldridge asked where does the contribution to the Fire Company come from. Mr. Jacobs stated that this comes from the General Fund.

Announcements: None

Correspondence: Ms. Batdorf reviewed the list. They are thank yous from the Norchester Red Knights and French Creek Iron Tour for their donations and a thank you for supporting the Citizen Police Academy and commending Officer Rubino for his participation from a resident who attended.

Brian Curry, 512 Blackhorse Road asked if the Citizen's Police Academy is posted on the website. There will be more academies in the future.

Presentation: None

Subdivision/Land Development:

Eagle Farms/Toll Brothers; Carriage Homes South Surety Reduction Request – MOTION by Mr. Couris to Approve the Release of \$304,789.95 for Surety Bond Reduction Request No. 5 to Toll Brothers Land Development for completion of site improvements to the Ewing Tract; second by Mr. Jacobs. *Motion carries unanimously.*

Sara Shick, 1201 Davis Lane asked how much of the Surety Bond will be left after the release. Ms. Batdorf responded that there will be \$32,784.03 remaining.

Old Business:

Road Paving Bid – Ms. Batdorf discussed this. Staff put out three bids; the lowest bidder, DiRocco Brothers came in at \$405,137.49. Cedarville Engineering is recommending awarding the Road Paving Bid to DiRocco Brothers. They have been fully vetted and references provided were very positive. **MOTION** by Mr. Couris to award DiRocco Brothers, Inc. as the lowest responsible bidder for the 2018 Road Paving Project in the amount of \$405,137.49; second by Mr. Jacobs. *Motion carries unanimously.*

Brian Curry, 512 Blackhorse Road asked how much the prior rejected bid was, what changes were made to the current bid compared to the rejected bid. Ms. Batdorf responded that the bid process was clarified in the bid documents.

Ellen Scott, 1743 Flint Road, stated she lives on Flint Road and has comments on the planning paving project. Flint Road is quintiscenntial Chester County. It is beautiful. The best part of the road is that it is in complete disrepair. She would like some means be put in to slow traffic down. She worries that someone will get hurt because people will go very fast when the road is fixed. She would be happy if some speed humps were put in. Mr. Jacobs stated that temporary speed bumps can't be left out during winter. Can something like this be put into the budget. Chief Swinger will monitor this. Mr. Couris stated that he is behind Ms. Scott 100%. There are definitely some safety concerns. Ms. Scott asked how wide the road is going to be? The road crew will talk to residents on the specific issues along the widening. Ms. Batdorf stated improvements are being made within the Township right-of-way.

Road Chip Seal Bid – MOTION by Mr. Couris to reject all bids for the Chip Seal Project due to price; second by Mr. Jacobs. *Motion carries unanimously.* Ms. Batdorf stated that one bid was received and it was much higher than budgeted. This is not a great time of the year to get this bid back out.

Sara Shick, 1201 Davis Lane asked which roads were due to be chip sealed. Ms. Batdorf will provide Ms. Shick with a summary.

New Business:

Township Finance Investment Plan: Authorization to Proceed with Pennsylvania Local Government Investment Fund (PLGIT) – Ms. Batdorf discussed this. We are doing our due diligence in how we should take advantage of moving some of the money from the sewer sale to have some yield on the investment to some of the other banking institutions other than DNB. PLGIT has some very competitive rates. Ms. Batdorf needs authorization to put together a proposal with PLGIT on a six or 12 month basis. MOTION by Mr. Couris to authorize the Township Manager to proceed with putting together the Pennsylvania Local Government Investment Fund (PLGIT) proposal; second by Mr. Jacobs. *Motion carries unanimously.*

Public Comment on Non-Agenda Items:

John Eldridge, 1634 Hilltop Road talked about the financials. He feels every meeting should have a treasurer's report. The township publishes financial statements but doesn't publish the current one. It used to be published; without current month activity you can't do a credible financial review. He also discussed some other issues regarding the budget. Mr. Eldridge did hand out copies of his own budget format. Ms. Batdorf stated she will be meeting with Mr. Eldridge this week to review his recommendations.

Kevin Barr, 2639 Westover Lane, discussed the sewer sale and the easement the Township pursued on this property. He was notified by the Board that he will lose access to structures on his property through this process. His property will be condemned and he will only receive \$5,000.00 through the process. He feels that this is not acceptable.

MOTION by Mr. Couris to adjourn; second by Mr. Jacobs. *Motion carries unanimously.*

Meeting adjourned at 7:46 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

July 2, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member Bernie Couris, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the June 18, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Manager's Report: Ms. Batdorf reported that the Phoenixville Regional Planning Commission met on June 27th to continue the Comprehensive Plan Update. There is a link to the Plan materials on the Township's website. The Northern Federation met on June 12th; draft materials are available online for public comment. The Township held a ribbon cutting event to commemorate the completion of Phase I of the Fellowship Trail and the Parks and Recreation Commission held the first Picnic in the park, which had a great turnout.

The Township is sponsoring a Red Cross Blood Drive on July 12th. Township staff also recently met with Impact Entertainment, the promoter of the Country Spirit Music Festival. If the public has any questions, the public should visit the Country Spirit Music Festival's website. Also, the Sheeder Mill Bridge is closed until further notice and the Township anticipates closing on Bryn Coed during the first week of August. After discussion, the Report was acknowledged as received.

Mr. Couris stated that he has been asked by residents if the Police and Township Manager will be compensated for their time. Ms. Batdorf responded that there is a police services agreement out to the promoter, but that no agreement have been signed.

Sara Shick, 1201 Davis Lane, asked if the agreement is for services now or in relation to the event. Ms. Batdorf responded that the agreement covers the police related services for the event.

Maria Jacobs, 2351 Beaver Hill Road, asked how other events that occur in the Township for the Police are handled. Ms. Batdorf stated that she and the Police Chief have been looking into implementing a new policy or procedure.

Sara Shick, 1201 Davis Lane asked what things are required by contract after the Bryn Coed settlement. Ms. Batdorf explained this; within the agreement right now, there is a feasibility period before closing. Per the Conservation Easement we have a certain period of time to

establish trail heads and demolish existing buildings. The clock does not start until after closing. Ms. Shick asked if Natural Lands was on schedule for their soft opening in September. Ms. Batdorf responded that Natural Lands reported they are on schedule for a soft opening in the Fall.

Harriet Stone, 1645 Birchrun Road asked if it has been decided if there will be professional documentation of the cow barns. Ms. Batdorf stated that this hasn't been discussed yet. Ms. Shick stated that this is not new to the Supervisors. Chester County Historic Preservation is requesting this report.

Maria Jacobs, 2351 Beaver Hill Road stated that she did give Ms. Batdorf the name of someone who would document the cow barns for free and this information was shared with Vic Laubach of the Environmental Advisory Council.

Bills List: MOTION by Mr. Schneider to approve the Bills List of July 2, 2018 in the total amount of \$75,438.30; Mr. Couris seconded the motion. *Motion carries unanimously.*

Art Ewell, 975 Fellowship Road stated that he sees that there are residential zoning services, zoning code services, and commercial code services for almost \$6,500.00. What is zoning code services? Ms. Batdorf responded that zoning code services are provided for many purposes.

Maria Jacobs, 2351 Beaver Hill Road stated that under William Dietrich there is the reimbursement for the Community Garden. Have we also received funds from the gardeners? Ms. Batdorf will check on that.

Sustainability Committee - Jennifer Munson presented a Sustainability T - Shirt to one of the raffle winners, Steve DeMarco, chosen at the Festival in the Park.

Announcements: None.

Correspondence: None.

Subdivision/Land Development:

16 Yrs. LLC Subdivision Extension Request - Ms. Batdorf explained this request. The Board is familiar with this subdivision. 16 Yrs. LLC needs to request additional time for their subdivision review.

MOTION by Ms. Schneider to approve the subdivision request for 16 Yrs. LLC; second by Mr. Couris. *Motion carries unanimously.*

Amanda Maxwell, 1830 St. Matthews Road Subdivision Extension Request - Ms. Batdorf explained this request also. This is a property on St. Matthews Road near the Bryn Coed subdivision. MOTION by Mr. Schneider to approve the subdivision extension request for Amanda Maxwell, 1830 St. Matthews Road; second by Mr. Couris. *Motion carries unanimously.*

Old Business:

Road Program Priorities – Mr. Jacobs received a list from Ms. Batdorf; he was hoping to come up with a 3 to 5 year plan with costs attached so we could put money aside in the near future that can make the money available at the highest interest rate at that time. Ms. Batdorf provided a draft of projects and has broken out costs estimates for those projects for planning purposes. The estimates provided on the draft come to a grand total for five years estimated at \$5,355,000.00. This falls right in line with the Road Program Report.

Sara Shick, 1201 Davis Lane asked what the annual expense is for roads every year. Ms. Batdorf stated that last year liquid fuels carried over from the previous year, so there was more funding available in the 2017 budget for road projects. The Road Program budget is roughly \$1,000,000. Brian Curry, 512 Blackhorse Road asked Mr. Schneider if he is going to request that the Road Program List be put on the website so that the residents can see it. Ms. Batdorf responded that she will post the draft program on the website.

Mr. Jacobs is concerned about the culverts; whatever year we think we have them they could quickly become a priority. We need to be prepared to switch things around as needed.

John Eldridge, 1634 Hilltop Road stated that on Jaine Lane there are five culverts that have been clogged forever. There should be some effort to clean off the culverts. The ditch between the culvert and the road is a safety concern. Hilltop Road has severe ditches also.

Brian Curry, 512 Blackhorse Road asked if there are any drawings of what is installed at these culverts. Mr. Jacobs stated that there isn't much as far as archived drawings. Ms. Batdorf stated that the Jaine Lane survey is now complete. Mr. Curry stated that he has looked at ground penetrating radar. Is there a potential to use this on the culverts to give us an idea of what's in the culverts?

Sara Shick, 1201 Davis Lane feels that the same thing is happening at the end of Davis Lane.

Peter Ouwerkerk, 11 Springlea Lane, stated he has a better suggestion which would be to use a vacuum excavator to pull the debris out of the pipe.

Pennsylvania Local Government Investment Fund (PLGIT) Investment Plan – MOTION by Mr. Schneider to authorize the Township Manager to set up two new PLGIT Accounts; second by Mr. Couris. *Motion carries unanimously.*

Ms. Batdorf gave an overview of the Pennsylvania Local Government Investment Fund (PLGIT) Investment Plan.

Bucks County Water & Sewer Authority Operation & Maintenance of the Hankin Waste Water Treatment Plant Agreement – MOTION by Mr. Schneider to authorize the Board Chairman to sign the Bucks County Water & Sewer Authority Operation & Maintenance Agreement of the Hankin Waste Water Treatment Plant; second by Mr. Couris. *Motion carries unanimously.*

New Business: None.

Public Comment on Non-Agenda Items:

Harriet Stone, 1645 Birchrun Road stated that the EAC asked the Board to consider having a Historic Commission. How is the discussion going and will we get a Historic Commission? Mr. Jacobs stated that the topic is under review by the Board and will be discussed at a future meeting.

Sara Shick, 1201 Davis Lane stated that East Pikeland Township met with their committees to get feedback regarding the Phoenixville Regional Comprehensive Plan and Landscapes 3. How is the Board going to get comments from the Committees regarding the two plans? Mr. Couris commented that he would need to look at the Landscapes 3 Plan before he can comment. Ms. Shick will send the website link to Ms. Batdorf.

Maria Jacobs, 2351 Beaver Hill Road commented that back seven years ago when she started attending meetings, important topics would not be openly discussed. She has noticed a change that has occurred. Bryn Coed was completely discussed in public. The Road Program and Investment Program was discussed in public. This is something that is noticed and it is remarkable change.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

July 16, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member Bernie Couris, Rob Sebia, Township Solicitor, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an executive session was held at 6:30 p.m. to discuss personnel.

Brian Curry, 512 Blackhorse Road, asked what was discussed at the executive session. What was the personnel issue? Chairman Jacobs asked if there would be an objection to just telling Mr. Curry. Mr. Sebia stated that it would be the township's discretion whether the question was answered. Chairman Jacobs stated that the township engineer resigned from the company he worked for and the board discussed what alternatives to take.

Approval of Minutes

MOTION by Mr. Schneider to approve the July 2, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Chief Swininger gave his report.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List of July 16, 2018 in the total amount of \$92,871.82; Mr. Couris seconded the motion. *Motion carries unanimously.*

Announcements: Ms. Batdorf stated that this month's Planning Commission meeting is cancelled; the Picnic in the Park will be this Thursday at 6:30 p.m. at the gazebo; and there will be a Landscapes 3 presentation at the August 6th Board of Supervisors Meeting. There was a Zoning Hearing last Wednesday for special exception hearing regarding an auto detailing business. Relief was granted with some conditions.

Presentation: Natural Lands Preserve Trail Crossing Presentation – Brian Sundermeir from Natural Lands and Dave Sanders from Sight Engineering Concepts gave a brief update to the Board on the trails. They would like to have a soft opening sometime this fall which will only include the areas south of St. Matthews Road. Mr. Jacobs asked if there will be an easement between the two properties. Mr. Jacobs stated that there are transmission lines behind that property. Is there something that could grant us access? Mr. Sundermeir stated that no easements are necessary.

Sara Shick, 1201 Davis Lane asked if the sight lines are adequate for a crossing. Are electric line easements all public access easements, unlike pipelines which are on private property?

Brian Curry, 512 Blackhorse Road stated that there seems to be a lot of confusion about easements. Will the trail map exhibit be put up on the website? Ms. Batdorf will have the draft exhibit posted. Maria Jacobs, 2351 Beaver Hill Road stated that the Park and Recreation Committee is looking at having fireworks in the park at the opening. Will Natural Lands have an issue? Mr. Sundermeir didn't think there would be any objections to a fireworks display to take place on the Township property.

Correspondence: None.

Subdivision/Land Development:

Old Ridge Farm Subdivision, 1414 Birchrun Road Extension Request - Harry Price, who represents the owners of 1414 Birchrun Road, gave an explanation of this request.

MOTION by Mr. Schneider to approve a one year extension request for Old Ridge Farm Subdivision; second by Mr. Jacobs. *Motion carries 2-1 with Mr. Couris voting no.*

Mr. Couris stated that he feels 30 years is long enough time to grant extensions on a plan. Sara Shick, 1201 Davis Lane asked Mr. Price to summarize the subdivision. Mr. Jacobs stated that the applicant can come in after 12 months and re-apply for five years. Ms. Shick asked if the Board were to deny this, could the subdivision improvements be denied.

Brian Curry, 512 Blackhorse Road stated this is an approved subdivision; when was it approved? Ms. Batdorf stated the subdivision was approved in September of 1989. Mr. Couris feels that the applicant has been given a gift for a long period of time. Mr. Schneider feels that they should grant the one year extension to have enough time to review.

Weatherstone Town Center Highway Occupancy Permit Resolution 25-2018 - **MOTION** by Mr. Schneider to approve Resolution No. 25-2018 to Authorize the Township Manager to Sign the Submission of the Application for Traffic Signal approval for submittal to PennDOT; second by Mr. Couris. *Motion carries unanimously.*

Ms. Batdorf discussed this resolution. Neil Fisher, Hankin Group and Jeff Gamon from McMahon explained the Highway Occupancy Permit. The resolution verifies to PennDOT that the township is aware that a traffic signal will be modified as part of the Weatherstone Commercial plan. Hankin is bearing the cost of this effort.

Pomanto Subdivision, 289 Blackhorse Road, Parcel Consolidation - Acknowledge Receipt - Ms. Batdorf explained this subdivision application. Once the Board acknowledges receipt, the review process will start. *Mr. Couris acknowledged receipt.*

Old Business: None.

New Business:

Appoint Police Contract Collective Bargaining Committee -

MOTION by Mr. Couris to appoint Mike Schneider, Board Vice-Chairman and Erica Batdorf, Township Manager to the Police Contract Collective Bargaining Committee; second by Mr. Jacobs. *Motion carries 2-0-1 with Mr. Schneider abstaining.*

Brian Curry, 512 Blackhorse Road – Asked if this will be a two-person committee. Ms. Batdorf stated that the Township Solicitor will also be on the Committee.

West Vincent Land Trust Request for 2018 Contribution - MOTION by Mr. Couris to authorize the 2018 Donation of \$7,500.00 to the West Vincent Land Trust; second by Mr. Jacobs. *Mr. Couris votes yes; Mr. Jacobs and Mr. Schneider vote no. Motion fails 1-2.*

After an explanation of the request by Pam Brown of West Vincent Land Trust for the \$7,500 and the activities that have taken place, and a discussion of the request from West Vincent Land Trust, a new motion was made.

MOTION by Mr. Jacobs to reimburse West Vincent Land Trust \$5,000 for expenses that have been submitted; second by Mr. Schneider. *Motion carries 3-0.*

Community Garden Water Connection Recommendations – Ms. Batdorf discussed this. At the Park & Recreation Committee meeting last week several options for garden water were discussed. Four proposals were presented. The Garden Water Committee voted to recommend to the Board of Supervisors that the Aqua water connection proposal which will be paid for with the gardener's user fees, over a five-year period, with an estimated cost not to exceed \$6,000.

MOTION by Mr. Schneider to have the Township Manager include the Park & Recreation Commission's recommendation for the community garden water connection in the 2019 Budget; second by Mr. Couris. *Motion carries 3-0.*

Brian Curry, 512 Blackhorse Road – He was very impressed with the work that the Park & Recreation Committee did in coordinating the project.

Sara Shick, 1201 Davis Lane – Asked for an explanation for the prorated fee to the gardeners.

George Dulchinos, 1415 Hollow Road, Birchrunville – When the garden is on public water, will the rate for public water be higher or lower than filling the tank.

Maria Jacobs, 2351 Beaver Hill Road – Gardeners will be responsible to pay for the water expenses and all maintenance within the garden walls.

Sara Shick, 1201 Davis Lane stated that she didn't recollect that the gardeners would be responsible for maintenance.

Yvonne Brownlee, 2843 Flowing Springs Road – It is her understanding that the garden is a township park; she is one of the gardeners and is being asked to pay for the township park. She didn't understand how it was designated. It doesn't seem right to her that the gardeners have to pay all the expenses.

Brian Curry, 512 Blackhorse Road – In years gone by that tank has run out of water. Yvonne Brownlee, said there are two pages of regulations for gardeners. Did the supervisors vote on those? Can the packet of information on the water evaluations be put on the website?

George Dulchinos, 1415 Hollow Road, Birchrunville – Is the reason because of the low pressure due to the tank?

Copier Contract Review of Quotes - Ms. Batdorf discussed this. We have obtained quotes for the township administration and police copiers. Ms. Batdorf commented that staff are reviewing the rates for a four-year contract. The Township can also review rates with lower terms.

Public Comment on Non-Agenda Items:

Diane Phillips, 547 Blackhorse Road – Ms. Philips commented that in 2012 the Road Crew installed drainage culverts on Blackhorse Road and her spring fed pond went dry. When will you direct your insurance company to settle this? Mr. Jacobs stated that they will try to have an answer for her at the next Board of Supervisors meeting.

Jane Altman 276 Blackhorse Road – On the other side of Blackhorse Road there is a significant amount of water that just lays in the culverts and doesn't drain. Also where the pipes go under the road, the road is crumbling. There is also a problem with speeding.

Brian Curry, 512 Blackhorse Road – On the other end of Blackhorse Road there are trenches along the side of the road from high rains. It's the second time that the road crew has put gravel down in the middle of the road. It flows into the storm drains and they get clogged. Last year recycled crushed concrete was put down and residents had problems with dust coming into their home.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

August 6, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Member Bernie Couris, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the July 16, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Sgt. Russell gave his report.

Manager's Report: Ms. Batdorf gave her report. Ms. Batdorf noted that the Planning Commission meeting will be coming up on August 16th. The Country Spirit Music Concert will be happening on August 24 through the 26th. The third and final Picnic in the Park will be held on August 16th at 6:30 p.m. Mick Yoder of Penn State Univ. offered to speak about the Spotted Lantern Fly. We will be offering a program on August 22nd here at the township building in conjunction with East Pikeland Township. The Draft Comprehensive Plan will be presented at Kimberton Fire Co. on August 29th at 7:00 – 9:00 p.m. The Township recently closed on the Bryn Coed property and it went smoothly. The Treasurer is working on a report to be presented at the second meeting of the month and the 2019 Budget process has begun. A discussion followed on the Country Spirit Music Concert.

Bills List:

Brian Curry, 912 Blackhorse Road asked if anyone has looked to see if a check for \$950,000.00 has been removed.

Sara Shick, 1201 Davis Lane asked what was required for the engineer to determine that the Miller Road culvert was broken.

John Eldridge, 1634 Hilltop Road asked if the \$950,000.00 ever was approved to pay.

Ms. Batdorf commented that the engineer was handling technical assistance with regard to the Miller Road culvert project. The Bryn Coed acquisition was approved by the Board of Supervisors including the \$950,000 payment. The payment to Natural Lands for Bryn Coed in the total amount of \$964,661.50 is an invoice to be ratified by the Board of Supervisors as the settlement occurred on July 26, 2018.

MOTION by Mr. Schneider to approve the Bills List of August 6, 2018 in the total amount of \$142,651.77; Mr. Couris seconded the motion. *Motion carries unanimously.*

Announcements: None

Presentation:

Chester County Planning Commission Landscapes 3 Comprehensive Plan – Brian O’Leary of the Chester County Planning Commission gave the presentation and led a discussion on the Landscapes 3 Comprehensive Plan.

Brian Curry, 512 Blackhorse Road asked if the Plan available as a PDF. Mr. O’Leary stated that the plan is on the County Planning Commission’s website. The full draft plan should be on the website sometime in September.

Correspondence: None.

Subdivision/Land Development:

Natural Lands Flint Road Parking Lot Land Development Application – The Natural Lands Flint Road Parking Lot Land Development was acknowledged as received by the Board.

Weatherstone Phase II Commercial Plan – The Weatherstone Phase II Commercial Plan was acknowledged as received by the Board.

Ewing Tract Carriage Homes South – Final Escrow Release –

MOTION by Mr. Schneider to approve the Final Escrow Release of \$32,784.03 for the Ewing Tract Carriage Homes South; seconded by Mr. Couris. *Motion carries unanimously.*

Old Business:

Historic Resource Commission – Ms. Batdorf explained the proposed ordinance which would establish a new Historic Resource Commission in the Township. The terms of members would be staggered. The Environmental Advisory Council (EAC), acting currently as the Historic Resources Commission, recommended the establishment of the ordinance. The Solicitor can prepare this ordinance. Ms. Batdorf noted that West Vincent has 396 parcels that are identified as historic. Mr. Schneider feels that there should be a disclosure form given to all homeowners and future buyers of historic properties that they are on the historic register and fall under the historic ordinance.

Sara Shick, 1201 Davis Lane asked why Mr. Jacobs was interested in the number of properties registered as historic in the Township. Ms. Shick commented that when the new Commission is in place they could work to refine the ordinance.

Harriet Stone, 1645 Birchrun Road stated the committee wants to educate homeowners.

Brian Curry, 512 Blackhorse Road stated there was a big disclosure discussion a couple of years ago regarding the EAC and what homeowners can and cannot do regarding their homes.

Jane Helm, 2563 Veronica Lane – commented that the EAC recommendation is about properly identifying who is going to administer the ordinance. She feels that more needs to be done with the Historic Commission; let the experts examine what is in place, then

discuss revising the ordinance. There should be a nice mix of people on the new Commission.

Maria Jacobs, 2351 Beaver Hill Road – Ms. Jacobs commented that the Historic committee in place today is a sub-committee of the EAC currently; the Historic Commission would be a new commission; would they be appointed by the Board of Supervisors.

MOTION by Mr. Couris to authorize the solicitor to prepare an ordinance to establish a Historic Commission; second by Mr. Schneider. *Motion carries unanimously.*

New Business:

Authorization to Advertise for Bids for Snow and Ice Removal - Ms. Batdorf discussed this topic.

Brian Curry, 512 Blackhorse Road asked if the township looked at how other townships bid their snow and ice removal. Ms. Batdorf responded that she has reached out to several Townships to consult on the topic of snow and ice removal.

MOTION by Mr. Schneider to Authorize the Township Manager to Submit the Advertisement for Bids for Snow and Ice Removal; second by Mr. Couris. *Motion carries unanimously.*

Bryn Coed Park – NPDES Permit Application Proposal by Nave Newell Engineers – Ms. Batdorf discussed the proposal for the National Pollutant Discharge Elimination System (NPDES) permit needed for the demolition of buildings at the new Bryn Coed park. Extensive background work was already completed by Nave Newell Engineers. This is a professional service. We do not need other bids.

Sara Shick, 1201 Davis Lane stated that there is an interest in having a historic resource study completed.

MOTION by Mr. Schneider to authorize the Application of Nave Newell to Execute Proposal for Services for NPDES Permit Application; second by Mr. Couris. *Motion carries unanimously.*

Appoint Township Engineer – **MOTION** by Mr. Schneider to Appoint Arro Consulting, Inc. for Township Engineering Services; second by Mr. Couris. *Motion carries unanimously.*

Public Comment on Non-Agenda Items:

Suzanne Roth, 1360 Schoolhouse Lane - The purple loosestrife that is growing around the pond is an invasive species and it needs to be removed.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Kathryn Shillenn

Township Secretary

West Vincent Township
Board of Supervisors Meeting

September 4, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary Absent: Bernie Couris, Member

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the August 20, 2018 minutes as submitted; Mr. Jacobs seconded the motion. *Motion carries unanimously.*

Reports:

Bills List: **MOTION** by Mr. Schneider to approve the Bills List dated September 4, 2018 in the total amount of \$89,383.04; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed the Treasurer's Report that was provided. This is a work in progress and resident's feedback is welcome. Mr. Jacobs asked if the goal will be to have year-to-date expenses each month. Ms. Batdorf stated that yes, this is something that she and the Treasurer are working through.

John Eldridge, 1634 Hilltop Road asked if it will be year-to-date eventually. Ms. Batdorf stated yes. Mr. Eldridge feels that some highlights of expenditures would be helpful in the future.

Brian Curry, 912 Blackhorse Road stated that looking at the number for revenue, Public Safety is close to \$60,000.00; is this for traffic fines or are other items also included? Ms. Batdorf stated that it does include some other items such as Building Department expenses for items attributed to safety.

Sara Shick, 1201 Davis Lane stated that looking at some accounts balances on page 2, it looks like a bunch of them are residuals from the sewer sale. Is that our money? When will it be consolidated into an operations account? Ms. Batdorf discussed there is a plan to close smaller accounts and consolidate the funds. It is yet to be determined how all the sewer funds will be designated and assigned in the future.

John Eldridge, 1634 Hilltop Road stated that it might be handy to consolidate some of these numbers.

Brian Curry, 912 Blackhorse Road asked if the account balances are actual separate account balances or notational balances. Ms. Batdorf stated that they are actual account balances.

Manager's Report: Ms. Batdorf gave her report. The Citadel County Music Concert was recently held in the Township; there was a lot of planning and it was largely successful and she would like to give her thanks to the Police Department, township staff, residents and everyone that was a part of this planning. A lot of positive feedback was received. The Phoenixville Regional Planning Committee held a public workshop at the Kimberton Fire Co. to present their draft plan

on August 29th. The feedback will be incorporated into the draft plan. Ed Theurkauf, the project manager will be attending the Planning Commission meeting on September 20th. The 2019 Draft Budget planning is underway; repaving of Schoolhouse Lane should start on September 10th, Flint Road on September 17th and the French Creek Road Culvert start date is October 3rd. The Sheeder Mill Bridge is currently being repaired with an anticipated opening in late fall.

Jim Bergey, 1443 Birchrun Road asked what the status of Jaine Lane is. Mr. Jacobs responded that Jaine Lane will be scheduled for next year.

Harriet Stone, 1645 Birchrun Road asked if PennDOT has plans for slowing traffic so they don't have to re-build the covered bridge so often.

John Eldridge, 1634 Hilltop Road asked if there is plan to open the drains in the culvert under Jaine Lane this year.

Jim Bergey, 1443 Birchrun Road asked if PennDOT can be contacted. This is a hazard that needs to be taken care of; it will be an ice skating rink out there this winter.

Announcements: The Township is sponsoring a free shredding event to be held at the Township building parking lot between the hours of 9:00 a.m. -11:30 a.m. on Saturday, September 8th.

Presentation: None.

Correspondence: Mr. Jacobs read thank you notes from Pam Brown to the Police Dept., Chester County Emergency Services regarding their efforts on a recent case and the Country Music Festival, as well as a thank you from the Historic Resources Committee to Public Works regarding the Benner Farmstead Sign installation.

Sara Shick, 1201 Davis Lane asked if the developer reimbursed the township for the sign. Ms. Batdorf stated that they did not.

Subdivision/Land Development:

Approval of Resolution No 26-2018, Minor Subdivision Plan Approval for 289 Blackhorse Road - Pomanto - MOTION by Mr. Schneider to approve Resolution No. 26-2018, Minor Subdivision Plan Approval for 289 Blackhorse Road; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this resolution. This is a lot consolidation. The applicant's engineer is present if anyone has any questions. Cedarville Engineering has reviewed the plan and the Planning Commission has recommended approval. One comment to note is along Blackhorse Road the Board may accept the additional right-of-way along Blackhorse Road as part of this plan. The Planning Commission recommended that this be included. The applicant has accepted this as part of the plan.

Mr. Pomanto, 289 Blackhorse Road asked why it took three hours to draw a line on a map. He received a bill for \$275.00. Ms. Batdorf explained the associated engineering/legal costs for subdivision/land development plans.

Approval of Resolution No. 27-2018, Natural Lands Land Development - 1805 Flint Road - Parking Lot - MOTION by Mr. Schneider to approve Resolution No. 27-2018, Natural Lands Land Development, 1805 Flint Road Parking Lot; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this project. Natural Lands is looking to construct a 40 space asphalt parking lot. They obtained approval through the Planning Commission. They need to meet the conditions of Cedarville's zoning review letter and Arro Engineering's review letter. This is a conditional approval. Scott Wendel, representing Natural Lands is here this evening as there are some waivers being requested. As far as zoning comments, the requested relief is granted, with conditions, from **Section 2102.A.1.** to permit parking on a different lot as the principal building; and relief from **Section 2102.A.2.b.** to permit off-site parking subject to the condition that a portion of the off-street parking area shall lie within two hundred feet of an entrance regularly used by patrons and **Section 2102.F.5.** to permit forty parking spaces for the project. All zoning relief with conditions have been granted.

Sara Shick, 1201 Davis Lane commented that the parking lot is to enter the preserve, not to go to the house. The parking lot's purpose is not for the house, it's for the preserve.

Scott Wendel discussed the preserve and exactly where the parking lot will be located. There could eventually be a building there to service the parking lot.

Harriet Stone, 1645 Birchrun Road asked if the reference to the house could be erased as it is confusing.

Old Business:

Snow and Ice Removal - MOTION by Mr. Schneider to reject the bid for the 2018-2019 Snow and Ice Removal; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this bid. The township only received one bid with incomplete information. We will be asking to re-advertise the bid.

Brian Curry, 912 Blackhorse Road asked who the sole bidder was. Ms. Batdorf stated that it was Oz Property Management.

MOTION by Mr. Schneider to authorize the township manager to re-advertise the bid for the 2018-2019 Snow and Ice Removal; second by Mr. Jacobs. *Motion carries unanimously.*

Road Trailer Discussion - Mr. Schneider stated that based on the information that he found to purchase a \$23,000.00 trailer, the rate the company charges to deliver and pick-up the roller is \$180.00, which would be 130 deliveries. If we bought the trailer, we would have to pay staff to pick it up; we would have to use it about 160 times. We would have to use it 10 to 20 times per year for the purchase to be worthwhile.

Sara Shick, 1201 Davis Lane asked if the residents could be informed on an annual basis as to how many times the trailer would have to be rented.

Brian Curry, 912 Blackhorse Road commented that he understands the township would have to pay \$180.00 for the trailer to bring the roller to the job. If the township had the trailer, staff would have to go pick the roller up, which would mean staff costs.

Mr. Schneider and Mr. Jacobs both agreed to not purchase the trailer.

New Business:

Bryn Coed Park Project - Planning & Next Steps Discussion - Ms. Batdorf discussed the planning process that needs to be done as a township and a community. For the immediate

future, demolition of the existing cow palace and various structures is planned. The property is presently posted for no trespassing. Natural Lands is looking to do a soft opening possibly in the late fall for a portion of their trails. That coincides with township and two trail openings at the rear of the property; not the Saint Matthews portion of the property where the entrance is. Security will also need to be provided for the demolition process while these two trails are open; a perimeter fence may need to be put in place between the two openings. We are working with Nave Newell on the NPDES permit process for the land disturbance for the demolition. A long discussion on parking, horse trailer parking, building demolition, etc. ensued. There are many questions, which will be discussed at a later time.

Sara Shick, 1201 Davis Lane asked if there are restrooms and plumbing in building 2. Mr. Jacobs doesn't believe there is; he feels that port a potties could be put there. Ms. Shick felt that it could be used for the township staff used for maintenance facilities and to be able to refresh themselves.

Brian Curry, 912 Blackhorse Road stated that port a potties can be supplied with sinks.

Mr. Jacobs asked if the demolition process should be broken down into three stages or be done all at once.

Sara Shick, 1201 Davis Lane asked if the Park and Recreation Commission shared their recommendations. She also feels car parking should be separate from horse trailer parking.

Brian Curry, 912 Blackhorse Road commented that Mr. Jacobs should contact some members of the equestrian community; they might have some comments or suggestions.

Mr. Jacobs asked if the township should hire a land planner. Ms. Batdorf stated that a good land planner can look around and have some very good suggestions.

Sara Shick, 1201 Davis Lane stated that you would not have to wait for a land planner. She suggested Anne Toole; she would be a very good resource to look into.

Jim Deisinger, 1030 Linden Avenue addressed some of the topics discussed. The discussions with Park & Recreation have been somewhat more optimistic. They would like to start with the front portion of the property, including the parking area on the hillside on the opposite side of the driveway; to clean up and open to the public. Regarding the Natural Lands horse trail along the back of the buildings, the three silos are very close to the gravel road. People with horse trailers used to park the trailers in the area of the two buildings that were discussed to save or not to save. Also, there is a very steep drop off by the cow palace, which is a safety hazard.

Brian Curry, 912 Blackhorse Road asked if there is one document that shows what the township is required to do with the lands. Ms. Batdorf stated yes, that it is a conservation easement. Also, do we have a timeline vs. potential cost expenditures as to what the impacts will be per year.

Letter of Resignation - Open Space Advisory Committee - MOTION by Mr. Schneider to accept the letter of resignation of Katie Weidner from the Open Space Advisory Committee; second by Mr. Jacobs. *Motion carries unanimously.*

Mr. Jacobs stated that he spoke with Mr. Couris, who is in favor of soliciting resumes for the position. Ms. Batdorf commented that there are some resumes on file that the township can take a look at. Donna Delaney did express her interest in serving on the Open Space Advisory Committee.

Public Comment on Non-Agenda Items:

Maria Jacobs, 2351 Beaver Hill Road commented on the treasurer's report. This is wow. For years this has been asked for and was never available. She wants to thank whoever was

responsible for this. She also wanted to thank the board for this and for the discussion that just happened on Bryn Coed.

Dave Weber, 2147 Beaver Hill Road stated that he is the secretary of the Sustainability Committee and liaison for the Open Space Advisory Committee. He read a short statement regarding the donation of the \$5,000.00 to the West Vincent Land Trust. Mr. Weber expressed that he felt the recent \$5,000 contribution to West Vincent Land Trust should have been spent from the general fund and not from the open space fund. Mr. Schneider and Mr. Jacobs addressed the statement. Mr. Schneider commented that the open space fund was used this year to fund the contribution and this is at the Board's discretion.

Sara Shick, 1201 Davis Lane asked if this was discussed amongst the board themselves.

Dave Weber, 2147 Beaver Hill Road commented that the Board said that they would not spend any Open Space funds until the Bryn Coed costs were determined. Why wasn't the Open Space Advisory Committee involved with the decision?

Sara Shick, 1201 Davis Lane asked about Bryan Kulakowsky's change in roles. Ms. Batdorf stated that Cedarville Engineering is continuing to handle the zoning and the building code official services. Bryan Kulakowsky is now with Arro Consulting, and is the township's engineer, handling all other general engineering matters. The traffic consultant is John Caruolo.

MOTION by Mr. Schneider to adjourn; second by Mr. Jacobs. *Motion carries unanimously.*

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

September 17, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Rob Sebia, Township Solicitor, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the September 4, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Mr. Jacobs announced an executive session that was held before the Board meeting to discuss real estate.

Ms. Shick, 1201 Davis Lane asked as to what real estate. Mr. Sebia responded that it was a discussion regarding Township trails.

Mr. Jacobs stated that an executive session will be held directly after the Board meeting to discuss personnel. Mr. Sebia stated that this was a discussion on the police contract negotiations.

Reports:

Police Report: Chief Swinger gave his report. Mr. Couris asked Chief Swinger if he has recovered from the Citadel Country Spirit Music Concert yet.

Ms. Shick, 1201 Davis Lane stated that Chief Swinger and the team received such rave reviews that we should thank them for their efforts regarding the Citadel Country Spirit Music Concert.

Pieter Ouwerkerk, 11 Springlea Lane, commented that he has noticed that the police calls are increasing and asked why they are increasing. Chief Swinger noted that there are more people in the township and there has also been increased traffic.

Brian Curry, 512 Blackhorse Road asked if there have been any change in the nature of the calls. Chief Swinger stated no but that the calls have increased proportionally with the increase in new residents.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List dated September 17, 2018 in the total amount of \$135,600.37; second by Mr. Couris. *Motion carries unanimously.*

Treasurer's Report: Ms. Batdorf stated that she would like to discuss the Treasurer's Report later in the meeting when the Sewer Sales Proceeds will be discussed.

Announcements: Mr. Jacobs announced that there will be a tour of Bryn Coed Park Public Meeting with the Board of Supervisors tomorrow, September 18, 2018 at 8:30 a.m.

Correspondence: None

Presentation:

Parks & Recreation Commission Bryn Coed Park Proposal – Chip Farnham and Jim Deisinger, of the Parks & Recreations Commission shared their proposal regarding the newly acquired Bryn Coed Park. The park proposal was discussed at length. Mr. Farnham stated that there are basically three pillars to this proposal; the park should be consistent with the Natural Lands preserve; public access should be concurrent with the Natural Lands opening in December 2018 and have minimal cost to open. Mr. Farnham shared a map with the trails that they would like in the park. Bill Holderness, Park & Recreation Commission and Carlo Zanni also worked on the park proposal.

Ms. Shick, 1201 Davis Lane asked if the map includes connections to Natural Lands.

Mr. Jacobs stated that the proposal is pretty clear; in the first part where the two trailheads connect to Natural Lands, is there any improvement to that trail or is it good to go the way it is.

Mr. Couris commented on the small stream crossings; these streams are quite sensitive to the environment. Has anyone studied this? Mr. Farnham stated that Mr. Holderness designed crossings at Marsh Creek and French Creek State Park and is an expert on this.

Harriet Stone, 1645 Birchrun Road asked if the Environmental Advisory Council was consulted. Are they part of your planning? Mr. Farnham stated that the Environmental Advisory Council liaison was not at the meeting. Ms. Stone then asked if there will be interpretive signs. Mr. Farnham stated that the initial signs will be very inexpensive, but over time the signs will be more substantial. Ms. Stone also suggests not clearing everything around the pond.

Mr. Jacobs stated that part of the tour tomorrow will be to determine where horse trailer parking will be. Also Mr. Jacobs stated that there should be trash cans and port-a-potties on the list.

Pam Brown, 1075 Jaine Lane asked what the funding sources will be; have you considered grants? Is this going to be a general line item? Mr. Farnham stated for 2018 they will use existing Park and Recreation funds and for 2019 it will possible be a line item.

Brian Curry, 512 Blackhorse Road talked about the geese at the pond and line of sight. You should consider zigzagging the access to the pond so that the geese will not be able to see any potential predators.

Carys Levin, 1912 Kimberton Road asked about the fishing rules. Mr. Farnham stated that they will follow the State of PA rules. Will there be recycling bins, trash cans and picnic tables at the pavilion?

Brian Curry, 512 Blackhorse Road stated that at the current pond there is a problem with algae and in the past we had grass eating carp. Does this new pond have algae in it?

Sara Shick, 1201 Davis Lane asked what the schedule is to have these two trails open and the connections to Natural Lands. Ms. Batdorf stated that she heard the opening will be late fall. So once the trails are opened will they be marked so that people know not to wander in the woods? Is there anything in the Evans Park Rules that will apply to this park?

Bill Holderness, Park & Recreation Committee stated that at DCNR there is a no bushwhacking policy. He would suggest a no bushwhacking policy.

Sara Shick, 1201 Davis Lane also asked if the abutting neighbors have been notified. Is there a plan to let the neighbors know?

Barb Mueller, 1026 Jaine Lane stated that she was asking to make sure the township park will be open to the hunt; Kimberton Hunt worked a lot with NLT to be able to hunt on the property; they also hoped to be able to park in the trailer area.

Jennifer Munson, 1974 Beaver Hill Road volunteered for Sustainability to talk with Parks and Recreation about the plan; she has a suggestion for the future. When it is time to discuss the demolition, one item to be considered should be to reserve some of the concrete for future purposes such as a base for composting or mulching. Ms. Munson also mentioned working with another township to allow WVT residents access the neighboring townships mulch area.

Brian Curry, 512 Blackhorse Road noticed on the map the powerhouse will be demolished. There was a power line from PECO running through it which was identified initially. Has anyone looked into or checked up on how the various electrical consumers on the property will be supplied power if this is demolished? Mr. Jacobs stated that the Supervisors are aware of it.

Maria Jacobs, 2351 Beaver Hill Road asked about the EAC piece that came up earlier. The Bryn Coed piece has been given to EAC for consideration and review. Has not the EAC been asked to review this? Is there a liaison to Parks & Rec from the EAC?

Mr. Farnham would like to thank Bill Holderness for his expertise on this project; his knowledge has been very valuable.

Subdivision/Land Development:

Kimberton Village Zoning Petition - Acknowledge Receipt - Ms. Batdorf discussed this Zoning Petition. This was submitted by Carys Levin, 1912 Kimberton Road on behalf of herself and a concerned group of residents. They put together quite a few notarized copies in support of this petition to change the zoning status of Kimberton Village Zoning District to R2. It is being reviewed by staff. **The Board acknowledged receipt of the Kimberton Village Zoning Petition.**

Brian Curry, 512 Blackhorse Road commented that he wasn't around when the Kimberton Village Zoning District was developed. Is there any history as to why this was created differently as opposed to being R2? This might be something to look into as to the basis of why it was created.

Carys Levin, 1912 Kimberton Road asked to be notified when this item is on the agenda for the Board of Supervisors and the Planning Commission so that she can get the word out to the residents.

Old Business: None

New Business:

Open Space Advisory Committee Recommendation - Glen Hill, 1692 Hollow Road - Request for Appraisal of TDRS - Ms. Batdorf gave an overview of the recommendation. The Hills have created their own TDR worksheet; the TDR worksheet, as part of the subdivision process, was accepted by the township. The committee would like to move forward with having an appraisal done on those TDR's available and had made a recommendation to the board to ask to have that appraisal completed so that they can assess what the value of the TDR's are on the property.

Glen Hill, 1692 Hollow Road discussed his process for this request. They own the property along the French Creek and right next to the Sheeder Mill covered bridge. They have been very interested in conserving this land. They have invested \$6,000 to \$8,000 in the TDR worksheet process. They would like to go ahead and get this appraised to see what it would take to protect the land. Mr. Schneider stated that this was brought up back in January and the board voted to not approve having the TDR worksheet appraisal done. Mr. Schneider sees no reason to do this as he doesn't feel the township is in the position to spend any open space funds as the Bryn Coed

project is not complete. Mr. Jacobs stated the township would need an appraisal for the TDR's but he feels that the number would be about \$23,000 per TDR.

Sara Shick, 1201 Davis Lane stated that Mr. Hill couldn't do the appraisal, the township would need to have it completed.

Mr. Jacobs stated that he would like to see the Open Space Advisory Committee's Top 10 List. Mr. Jacobs asked what the chances are of the property being developed.

Glen Hill, 1692 Hollow Road stated that all the property down by the creek is his. He wants it to be open and preserved. He could shut the parking down. If township is not interested, just say so. Mr. Jacobs stated that it would not make his Top 10 list. Mr. Couris stated that the board should get the Top 10 List from the Open Space Committee. He feels that authorizing the appraisal tonight would demonstrate good will. Mr. Schneider agrees with reviewing the list, but why don't we wait until later when Bryn Coed is complete to do the appraisal. Mr. Couris commented that maybe they need to know what Mr. Hill's time line is.

Jim Bergery, 1443 Birch Run Road stated that the Board of Supervisors represent the township, the board is not the township. The Supervisors were elected to represent the township residents. He feels that the responsibility of the Board is to listen to the Open Space Advisory Board. He thinks the time is right now to make a decision.

Kate Damsgaard, 1073 Hollow Road stated that she is familiar with the Hill's property. French & Pickering Creeks Trust was very concerned to have the Hill's property protected. She was head of the task force for the Open Space Plan back in 1992. She stated that for \$2,500 that this will cost to fund it, the Hill's spent three times as much, it's a very sad commentary on where we currently are. Mr. Jacobs vehemently disagrees. He would like to see the two properties ahead of the Hill's property on the Top 10 List.

Bill Holderness 958 Jaine Lane, commented that he does have a contrary opinion, 16Yrs LLC was so important we had to do that and now this one is so important; he's asking the Board to slow down with the spending.

Mr. Jacobs stated that the Board will wait to see the Top 10 List. Ms. Batdorf noted that the Open Space Advisory Board has been working on a map of the preserved properties in the Township. This map was an objective that came out of the joint meeting that occurred in the early spring.

Sara Shick, 1201 Davis Lane stated since they are down one member on the Open Space Advisory Board, they will revisit the map to get the new member up to speed. Also, the Hill's have said that they don't need to be paid all at once.

Mr. Jacobs commented that with the 16 Yrs, LLC, project, it was a unanimous vote by the Open Space Committee to fund \$275,000 for them to get grant money. Two board members felt that they would sell the property after they did the conservation easement and make a profit. The Board went into executive session and within minutes saved \$75,000. We welcome committees making recommendations but it is up to the Board to make a final determination.

Bill Holderness, 958 Jaine Lane commented that both he and Carlo Zanni toured the site and both feel that your estimate to clear the Bryn Coed property is probably low by half. Both think it will cost a lot more than the budget says it will cost. This is for demolition and removal.

Glen Hill, 1692 Hollow Road asked if this will be re-addressed in two weeks. Mr. Schneider stated it will if we are able to review the Open Space Advisory Board's materials.

Minimum Municipal Obligation (MMO) 2019 Submission to Pennsylvania Municipal Retirement System - Ms. Batdorf discussed this which is for the Police Pension Plan. The submission for 2019 is \$49,635.20. The MMO has gone down from last year. Mr. Couris asked what the investment vehicle is. What is the benefit of funding for future years? We will receive

in the next two weeks the state aid for our pension plan; she will calculate out what aid has been received and also discuss the funding of the non-uniformed defined contribution plan. Funding above the MMO is fine. The state requirement is that it's funded and solvent and at the state required level.

MOTION by Mr. Schneider to authorize the 2019 Minimum Municipal Obligation (MMO) of the \$49,635.20 for the West Vincent Township Police Pension Plan; second by Mr. Couris. *Motion carries unanimously.*

Township Insurance Renewal Quote Review - **MOTION** by Mr. Schneider to approve the municipal insurance with Selective Insurance Company for the 2018-2019 year in the total amount of \$136,923.00; second by Mr. Couris. *Motion carries unanimously.*

Ms. Batdorf explained this. This is the renewal insurance quote for the township through Selective Insurance Company; this quote also includes Worker's Compensation. The insurance has gone down slightly due to the sale of the sewer system. The total amount is for \$136,923.00.

Evans Park Field Maintenance Quote Review - **MOTION** by Mr. Schneider to approve Jones Turf Management, Inc. for the Evans Park Field Maintenance without the broad leaf treatment of the baseball field for a total of \$6,605.00; second by Mr. Couris. *Motion carries unanimously.*

Ms. Batdorf discussed this contract. The contract period runs through fall of this year until spring and summer of 2019. The Park and Rec Commission reviewed the three quotes that were received. Mr. Farnham stated that the Park and Rec Commission did a vinegar and salt treatment on the infield of the baseball field. Mr. Jacobs asked if the outfield will be treated with the broadleaf treatment.

Brian Curry, 512 Blackhorse Road stated that he's not sure that the outfield has ever been treated at all. They were simply mowed. Ms. Batdorf stated that this treatment is included in the quote.

Sewer Sale Proceeds Discussion - **MOTION** by Mr. Schneider to authorize \$1.5 million of the Sewer Sale Proceeds for the 2019 Road Program. *Motion tabled.*

Mr. Couris stated that the Board has never discussed the Sewer Sale Proceeds. Ms. Batdorf stated that she put forward this motion as she wanted to discuss this because of the budget. Mr. Jacobs agrees and the Sewer Proceeds discussion will be put on the agenda for the next board meeting.

Ms. Batdorf reviewed the Treasurer's Report. Mr. Jacobs stated that last year the Supervisors passed a Fund Balance Policy by Resolution; are we meeting that requirement? Ms. Batdorf stated yes.

Public Comment on Non-Agenda Items:

Jennifer Munson, 1974 Beaver Hill Road thanked the township for advertising the Spotted Lantern Fly Meeting. One of the things that was mentioned was that anyone doing work in the area should be certified. On Remington Drive, contractors are taking out logs and moving lumber where spotted lantern flies are. Do we have a process for these contractors to be certified? Ms. Batdorf stated that the state has a certification program. Mr. Jacobs stated that there is a quarantine where the vehicles have to be inspected. The township will contact the PA Agriculture Department to request an inspection of the property.

Brian Curry, 512 Blackhorse Road commented that it occurred to him that this might be something that the zoning officer could do when a developer comes into start a development.

Mr. Couris commented that he would like to entertain the thought of having one Board Meeting per month instead of two. He's been to a couple of other townships that have one meeting a month. Mr. Jacobs commented that if this is something the Board wants to do, do we do it mid-stream or wait to discuss.

Bill Holderness stated that if anyone wants topographic maps of the park, he has them.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

September 18, 2018 8:30 a.m.

Attendance: Chairman John Jacobs, Vice Chairman Michael Schneider, Member Bernie Couris, Township Manager, Erica Batdorf, Township Engineer, Bryan Kulakowsky, and Township Road Foreman, Mark Hughes.

Chairman John Jacobs called the meeting to order at 8:40 a.m. at 1422 St. Matthews Road, the location of the Bryn Coed Township Park property.

Ms. Batdorf provided a welcome to the officials, staff, and residents present for the special meeting. Ms. Batdorf indicated that the Township recently acquired the 72 acre property from Natural Lands as part of an open space acquisition and the property has been intended by the Township for future use as a park. Planning for the future use of the park is actively underway. A significant part of the planning process is the demolition of the existing cow palace and several outbuildings and structures previously used as part of an active agricultural operation for Bryn Coed Farms. Ms. Batdorf commented that the Township has a conservation easement placed on the property and must meet conditions of their agreement with Natural Lands including the installation of two trail connections in the northeastern corner of the property to connect to Natural Lands preserve in late Fall. The Township must complete a third trail connection at the location of the St. Matthews Road entrance in eighteen months. The demolition of buildings must be completed within five years, but the Township intends to have this portion of the project completed in 2019.

Chip Farnham, Chair of the Parks & Recreation Commission, provided a brief presentation of the Parks & Recreation Commission's proposal for use of the park. Mr. Farnham indicated that he presented the park proposal to the Board at their meeting last evening on September 17, 2018. The proposal provides a short term plan for the park to be open in 2018, with improvements to the entrance to the park, mowing and trimming of the shoreline of the pond, signage, cutting a trail, and roping off the demolition area for construction with an estimated budget of \$9,200.

The proposed improvements in 2019 include improving the driveway and parking lots with drainage and grading, installing a covered pavilion, park benches, grounds and trail improvements, with a total of \$65,900 in estimated improvements.

A guided tour of the Bryn Coed park property followed this discussion.

Mr. Jacobs made the motion to include the front office/maintenance building as part of the scope of the Township's demolition project, and to keep the main maintenance building out of the scope of demolition project. Mr. Couris seconded the motion. The motion carried unanimously.

The meeting adjourned at 10:20 a.m.

Respectfully submitted,

Erica L. Batdorf
Township Manager

West Vincent Township
Board of Supervisors Meeting

October 1, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the September 17, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

MOTION by Mr. Schneider to approve the September 18, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Manager's Report: Ms. Batdorf gave her report. She touched on several items, including the Draft Regional Comprehensive Plan presented to the Planning Commission; Chester County House Tour on 10/6/18; the Parks & Recreation Commission is holding a Fall Festival on 10/27/18; Election Day, in which the township office will be closed on November 6, 2018, the 2019 budget is in progress and the French Creek Culvert work will begin on approximately 10/15/18. She was also appointed to the Chester County Tax Management Committee, and attended a PennDOT meeting with West Pikeland Township a plan replacement of bridges in the region. Department reports were also given. The township paving projects are progressing. There were a few comments from the residents regarding the manager's report.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List dated October 1, 2018 in the total amount of \$275,711.29; second by Mr. Couris. Mr. Couris questioned why the township is still incurring bills for the sewer sale. *Motion carries unanimously.*

Announcements: None

Correspondence:

Request from Owen J. Roberts School District - Facilities Planning Steering Committee - Ms. Batdorf explained this request; Mr. Schneider was chosen to represent West Vincent Township at the Facilities Planning Steering Committee.

Thank You to Chief Swinger & Officer Shane Woodrow from Film Crew for Photo Shoot - Ms. Batdorf explained this thank you note, which was a video shoot for Peco that took place in the township.

Presentation: None

Subdivision/Land Development:

Request for Extension – Weatherstone Commercial Plan Phase II – MOTION by Mr. Schneider to approve the Extension Request for Weatherstone Commercial Plan Phase II; second by Mr. Couris. Ms. Batdorf stated that the Planning Commission reviewed the plan and received a unanimous vote for recommendation of approval by the Commission. *Motion carries unanimously.*

Request for Extension – Maxwell Subdivision – 1830 Saint Matthews Road – MOTION by Mr. Schneider to approve the Extension Request for the Maxwell Subdivision – 1830 Saint Matthews Road; second by Mr. Couris. *Motion carries unanimously.*

Old Business:

Request of Open Space Advisory Committee for Property Appraisal – Glen & Bridget Hill, 1692 Hollow Road – Mr. Jacobs stated that he would like to delay this until the next meeting; over the weekend he received a whole new set of evaluations and the rankings were updated. He would like to get together with the Board of Supervisors and the Open Space Committee to talk about the evaluations and rankings and get on the same page. Mr. Couris asked why that would matter. The residents just want approval of \$2,500 for an appraisal. A discussion on this request ensued. Ms. Batdorf will reach out to the Open Space Committee to set up a meeting with the Open Space Committee and the Board of Supervisors. There were a few comments from the residents, no action was taken and the discussion was closed.

Award of Snow & Ice Removal Bid – Ms. Batdorf discussed this. This bid was put out for a second time; one bid was received and the bidder did not meet the requirements. We are recommending to reject the bid. According to Second Class Township Code, the township can now contract with a provider should the provider be willing to provide the supplemental services. MOTION by Mr. Schneider to reject the Snow & Ice Removal Bid; second by Mr. Couris. *Motion carries unanimously.*

Sewer Sale Proceeds Discussion – Board Members each discussed their thoughts regarding the use of the sewer sale proceeds.

Mr. Couris stated that he reached out to many people since the monies have become available; and the vast majority would like to see more open space purchased. He also feels that there are certain urgencies in the township such as the township building which needs to be renovated, Jaine Lane which needs repair urgently. He would like to see \$1.5 million directed to roads, such as Jaine Lane. Mr. Couris also stated he would like open space monies used for land, not tearing down buildings.

Mr. Schneider stated that he has a different view; the road improvement balance right now is \$403,000; the 5-year road program has identified \$5.3 million for the road projects. Mr. Schneider feels that \$5 million of sewer sale proceeds should be put into the 5-year road projects and \$800,000 should be put into the capital fund for things such as township complex repairs/additions. Open Space has its own funding through a specific tax. The township roads are the main infrastructure and as such, should be the focus.

Mr. Jacobs stated that he can see both sides of the argument. He gets that open space is very important. Looking at the 10-year road program that was done two years ago, it shows \$10 million for road repairs. The roads are not going to get any better, they'll just deteriorate further. He feels if the township took \$5 million from the sewer sale proceeds and \$450,000 from the operating account for the next 10 years to repair roads, culverts, bridges, they would be repaired without any tax increase. He feels that the primary concern is the roads; if something changes than monies could be put back into other funds such as open space. Also, money should be put into a capital account to save for upgrades to the township building.

Many township residents shared their thoughts as to how the proceeds of the sewer sale should be spent. Several residents voiced their support for use of sewer sale proceeds for open space, in addition to several residents voicing their support for the use of sewer sale proceeds for road improvements. After much discussion with the residents, a motion was brought forward.

MOTION by Mr. Schneider to move \$5,000,000 from the sewer sale fund and reserves into a designated road improvement fund and \$769,976.41 into a designated capital fund; second by Mr. Jacobs. Mr. Couris votes nay. *Motion carries 2-1.*

New Business:

Ordinance Authorizing Advertisement of First Amendment to Intermunicipal Agreement with Upper Uwchlan Township - **MOTION** by Mr. Schneider to authorize the township manager to advertise the ordinance authorizing the Board of Supervisors to enter into the First Amendment to the Intermunicipal Agreement with Upper Uwchlan Township and the Upper Uwchlan Municipal Authority which amends the Intermunicipal Sewer Service Agreement which was approved by the Board of Supervisors in Ordinance No. 121-2003 adopted on September 29, 2003; second by Mr. Couris. Ms. Batdorf explained that the amendment allows Upper Uwchlan Township to now own certain land as part of the sewer treatment process serving the Byers Station development. *Motion carries unanimously.*

Sustainability Committee - Accept Resignation of Sam Cantrell, Member - **MOTION** by Mr. Schneider to accept the resignation of Sam Cantrell from the Sustainability Committee; second by Mr. Couris. *Motion carries unanimously.*

Flint Road Paving Project - Change Order Approval - **MOTION** by Mr. Schneider to approve Change Order #1 the installation of additional storm water facilities work to Flint Road in the amount of \$7,760.00; second by Mr. Couris. *Motion carries unanimously.*

Public Comment on Non-Agenda Items:

Sara Shick, 1201 Davis Lane commented on the previous repair on Flowing Springs Road and PECO being overzealous with spraying herbicide under their wires.

Barry DiLibero, Business Owner in Township commented regarding the Township's Open Space expenditures over the year and not hearing a thank you for saving \$75,000 as part of the 16 Years, LLC project.

Jim Bergey, 1443 Birch Run Road commented on Jaine Lane when PennDOT came out to take a look at it.

Jamie McVickar, 407 Blackhorse Road thanked the board for saving \$75,000 in open space money during the 16 Years LLC project. Mr. McVickar also commented about the minutes and agendas being emailed to residents and requiring addresses be listed in the minutes.

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

October 15, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Joseph McGrory, Township Solicitor, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an Executive Session was held before the Board Meeting at 5:30 p.m. with the Open Space Advisory Commission to discuss Real Estate.

Approval of Minutes

MOTION by Mr. Schneider to approve the October 1, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Brian Curry, 512 Blackhorse Road asked what the bullet points of the Executive Session were.

Reports:

Police Report: Sargent Russell gave the report which reviewed police activities from the month of September.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List dated October 15, 2018 in the total amount of \$82,692.65; second by Mr. Couris. *Motion carries unanimously.*

Treasurer's Report: Ms. Batdorf reviewed the report for the month ending September 30th. This report is posted on the website. Ms. Batdorf answered a few comments from residents.

Announcements: None

Correspondence: None

Presentation: None

Subdivision/Land Development:

1024 Pottstown Pike Land Development Application - Acknowledge Receipt - The Board acknowledged receipt of this Land Development Application.

Weatherstone Phase II Commercial Plan - Resolution of Approval - **MOTION** by Mr. Schneider to approve Resolution 28-2018, Amended Preliminary/Final Weatherstone Settlement Plan Approval - Weatherstone Commercial Area Phase II; second by Mr. Couris. *Motion carries unanimously.*

Weatherstone Day Care Center - Escrow Release No. 1 - **MOTION** by Mr. Schneider to approve the Escrow Reduction Request #1 for the Weatherstone Day Care site improvements

submitted by the Hankin Group for the amount of \$164,568.60; second by Mr. Couris. *Motion carries unanimously.*

Old Business:

Historic Resources Commission Ordinance Public Hearing – Solicitor McGrory opened the public hearing on the Historic Resources Commission Ordinance. This ordinance concerns the establishment of a Historic Resources Commission.

Brian Curry, 512 Blackhorse Road – Concerning the rotating of initial appointments, during the 2019 reorganization meeting, how many people will be reappointed? Solicitor McGrory discussed the appointment process.

Sara Shick, 1201 Davis Lane – Would the Board consider holding off on appointments? Mr. Jacobs asked if we should wait until January to make the appointments; why can't people be appointed now until January. Solicitor McGrory stated it can be done however the Board chooses. Ms. Shick stated it would be inconvenient either way but that there are people on the HRC who are very anxious to have an HC established.

Dora Dunbach – Years go by so quickly, why will people be dropped after one year?

Jane Helm, 2563 Veronica Drive – Vice-Chair of the EAC; the Historic Commission will replace the EAC and while the EAC is very eager to have this passed on to folks that know what they are doing, she thinks they can stick it out for a couple of months if it makes everything more simple.

Solicitor McGrory asked if there were any more comments or questions; seeing none, the Public Hearing was closed and the meeting was reconvened into the Public Meeting to vote on the adoption of Ordinance No. 184-2018.

MOTION by Mr. Schneider to approve Ordinance No. 184-2018, Amending Article XXIV of the Township Zoning Ordinance, Historic Preservation Overlay District, Establishing the West Vincent Township Historical Commission, Providing for the Membership Process, Organization, Meeting Requirements, Compensation, Appropriation, Responsibilities and Removal of Members; second by Mr. Couris.

Solicitor McGrory noted that there is one minor change; Section 2401.1 B, *up to seven members* should be removed and it should state *shall consist of five members*. Ms. Shick asked if you can strike items without being re-advertised. Mr. Jacobs spoke about the applications. Ms. Batdorf stated that we have received four applications; we will put a reminder on the website asking for applications. *Motion carries unanimously.*

New Business:

Natural Lands Demolition Permit – Decision on Class II Historic Structure – Domestic Outbuilding located at 1880 Flint Road – **MOTION** by Mr. Schneider to allow for the demolition of the Class II Historic Structure, Domestic Outbuilding located at 1880 Flint Road; second by Mr. Couris.

Brian Sundermier, Natural Lands Trust - read a statement on the reasoning for allowing for the demolition of the domestic outbuilding.

Mr. Jacobs asked Mr. Sundermier if he had monetary figures on the cost of rehabbing. Could the building be used to enhance the building that Natural Lands is keeping? Mr. Couris asked if anyone dated the hearth that is in the shed. Is the building almost entirely German siding? What's the latest feedback from the EAC?

There were many comments from residents regarding the demolition decision. After a lengthy discussion, the Board decided to table the **MOTION**. Mr. Jacobs asked the EAC

to go back, discuss and vote on a decision. They will schedule a special meeting to discuss this. The demolition will then be put on the agenda for the next Board of Supervisors meeting which will be November 5th.

MOTION by Mr. Schneider to table the motion to demolish the domestic outbuilding; second by Mr. Couris. *Motion carries unanimously.*

Review - NLT Sign Placement - **MOTION** by Mr. Schneider to approve the placement of signs for the Bryn Coed Preserve on Saint Matthews Road and Flint Road; second by Mr. Couris. Mr. Sundermeir answered a couple of questions from residents regarding size of signage and where they will be placed. *Motion carries unanimously.*

Request of Kimberton Hunt to Park at Bryn Coed Park - **MOTION** by Mr. Schneider to allow Kimberton Hunt to Park at Bryn Coed Park; second by Mr. Couris. *Motion carries unanimously.*

Non-Uniformed Pension Plan Payment - Ms. Batdorf discussed this payment. **MOTION** by Mr. Schneider to approve the payment of \$16,287.57 from the Township General Fund into the Non-Uniformed Pension Plan; second by Mr. Couris. *Motion carries unanimously.*

Purchase of Police Patrol Car - **MOTION** by Mr. Schneider to authorize Police Chief Swinger to purchase a 2019 Chevrolet Tahoe from Patriot Chevrolet at a cost of \$37,278.00 under COSTARS and to authorize \$7,145.11 to outfit the vehicle for police work through Emergency Vehicle Outfitters which is also under COSTARS for a total of \$44,423.11; second by Mr. Couris. *Motion carries unanimously.*

Board Meeting Schedule Discussion - Mr. Couris discussed this. He would like to consider changing the Board of Supervisors meeting schedule from two meetings a month to one meeting a month. Mr. Couris feels that it takes double the work by the staff to get prepared for the meetings. After a short discussion, no decision was made.

Public Comment on Non-Agenda Items:

Sara Shick, 1201 Davis Lane explained the composition of the EAC and the HRC in answer to a previous question.

Donna Delaney, 2147 Beaver Hill Road asked Mr. McGrory if calling the demolition of the buildings on the township's portion of Bryn Coed maintenance is legal.

Maria Jacobs, 2351 Beaver Hill Road reminded everyone that on October 27th there will be a Fall Festival in the Township Park.

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

November 5, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Kathryn Shillenn, Township Secretary and Michele Hogrelius, Township Treasurer

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an Executive Session was held before the Board Meeting at 6:00 p.m. to discuss Real Estate. It was about Open Space.

Approval of Minutes

MOTION by Mr. Schneider to approve the October 15, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Bills List: MOTION by Mr. Schneider to approve the Bills List dated October 15, 2018 in the total amount of \$480,545.89; second by Mr. Couris. *Motion carries unanimously.*

There was a one question from a resident regarding trail cams and what they are being used for. Ms. Shillenn responded that they were purchased for the police department to be used for problems with trespassers on the Sheeder Mill Covered Bridge while it was being repaired and the Bryn Coed property.

Announcements: None

Correspondence: Thank you from Main Line Animal Rescue to the Police Dept. & Ruth McVey - Mr. Jacobs read a nice thank you letter that was received by the Police Dept. for their help during their fundraising event in Birchrunville.

Presentation:

2019 Budget Presentation - Ms. Hogrelius gave a budget overview presentation of the 2019 Township Budget. There was then a discussion with the residents regarding the presentation.

Subdivision/Land Development:

Request for Extension of Subdivision - 16 Yrs, LLC - MOTION by Mr. Schneider to approve the extension request of 16 Yrs, LLC; second by Mr. Couris. *Motion carries unanimously.*

Old Business: None

New Business:

Payment Request No. 1 for Paving Work on Schoolhouse Land and Flint Road for Work Completed through October 27, 2018 - MOTION by Mr. Schneider to Authorize Payment No. 1 in the Amount of \$338,365.90 to DiRocco Bros. Inc. for the Paving Work

completed on Schoolhouse Lane and Flint Road; second by Mr. Couris. *Motion carries unanimously.*

Document Scanning Quote Review - The Supervisors reviewed the three quotes; a discussion with several residents followed. This item will be placed on the agenda for the November 15th Board meeting for a vote after a few questions are researched. This includes, the time frame that it will take for the job to be completed and what happens to the boxes, files; what is the cost to store versus the cost to destroy the files.

Appoint Kathy Shillenn as the Right to Know Officer - MOTION by Mr. Schneider to Appoint Kathy Shillenn as the Right to Know Officer; second by Mr. Couris. *Motion carries unanimously.*

Review Request from Charlie Dickinson to Renew Land Lease at 2695 Westover Lane - MOTION to renew the Land Lease for the Property at 2695 Westover Lane; second by Mr. Couris. Mr. Jacobs discussed this request. Mr. Dickinson has mowed this land for the last four years.

MOTION by Mr. Schneider to amend the motion to renew the Land Lease for the Property at 2695 Westover Lane for four years to expire July of 2022; second by Mr. Couris. *Motion carries unanimously.*

Road Master Position - MOTION by Mr. Schneider to Authorize the Advertisement of the Road Master Position; second by Mr. Couris. Mr. Couris asked what the genesis was for this position. How many years would this position be for? Mr. Schneider stated that they wouldn't be signing a long-term contract and he feels that it would cut down on the engineer's fees significantly. Mr. Schneider stated that this position would be a working Road Master's position. After a discussion with the residents, the *motion carried unanimously.*

Public Comment on Non-Agenda Items:

Harriet Stone, 1645 Birch Run Road reminded everyone to come out and vote tomorrow.

Maria Jacobs, 2351 Beaver Hill Road asked if there will be an Interim Manager.

Jim Bergey, 1433 Birch Run Road stated that Jaine Lane has washed out again; someone needs to be sent out to clean the road up.

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 7:49 PM

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

November 19, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Joe McGrory, Township Solicitor, Kathryn Shillenn, Township Secretary and Michele Hogrelius, Township Treasurer

Chairman Jacobs called the meeting to order at 7:00 p.m.

Chairman Jacobs announced that an Executive Session was held on November 12, 2018 at 6:00 p.m. to discuss Open Space Real Estate. There will also be an Executive Session immediately following the Board Meeting to discuss Personnel and Litigation.

Approval of Minutes

MOTION by Mr. Schneider to approve the November 5, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Sgt. Russell gave the monthly police report.

Bills List: **MOTION** by Mr. Schneider to approve the Bills List dated November 15, 2018 in the total amount of \$715,389.11; second by Mr. Couris.

Brian Curry, 512 Blackhorse Road, questioned the billing from BCWSA for the township building. Ms. Hogrelius will look into this bill.

Sara Shick, 1201 Davis Lane, asked if GF means General Fund.

Motion carries unanimously.

Treasurer's Report: Ms. Hogrelius had no additions to the Treasurer's Report; public had no questions.

Announcements: None

Correspondence:

Henrietta Hankin Library Request for Donation - **MOTION** by Mr. Couris to make a donation to the Henrietta Hankin Library in the amount of \$1,000.00; second by Mr. Jacobs with Mr. Schneider voting nay. *Motion carries 2-1.*

Thank You from Green Valleys Watershed Association for Support of West Vincent Township and Request for Donation - **MOTION** by Mr. Couris to make a donation to the Green Valleys Watershed Association; second by Mr. Jacobs with Mr. Schneider voting nay. *Motion carries 2-1.*

Presentation: None.

Subdivision/Land Development:

Old Business:

PUBLIC HEARING - Ordinance No. 185-2018, First Amendment to the Intermunicipal Sewer Service Agreement with Upper Uwchlan Township and Upper Uwchlan Township

Municipal Authority - Solicitor McGrory introduced all exhibits and explained this Ordinance.

This is an amendment to the original Ordinance and pertains to a disposal site for one of the developments and its sanitary sewer coverage. It's located in West Vincent but the flow goes to Upper Uwchlan, who is responsible for it. The land is being dedicated to Upper Uwchlan Township as long as it's used for sanitary sewers. If not, the land goes back to West Vincent Township. There were no questions from the audience, therefore, the Public Hearing was closed and the regular meeting re-convened.

Adoption of Ordinance No. 185-2018, First Amendment to the Intermunicipal Sewer Service Agreement with Upper Uwchlan Township and Upper Uwchlan Township Municipal

Authority - MOTION by Mr. Schneider to adopt Ordinance No. 185-2018, First Amendment to the Intermunicipal Sewer Service Agreement with Upper Uwchlan Township and Upper Uwchlan Township Municipal Authority; second by Mr. Couris.

Art Ewell, 972 Fellowship Road asked how much land is involved.

Sara Shick, 1201 Davis Lane asked if this was the extent of Upper Uwchlan Township sewer services on land in West Vincent Township.

Motion carries unanimously.

Authorize Advertisement of Ordinance No. 186-2018, Authorizing West Vincent Township to Expand the Regional UCC Board of Appeals to Include Warwick Township - MOTION

by Mr. Schneider to authorize advertisement of Ordinance No. 186-2018, Authorizing West Vincent Township to Expand the Regional UCC Board of Appeals to Include Warwick Township; second by Mr. Couris. *Motion carries unanimously.*

Document Scanning Project Review - Mr. Jacobs noted that this was discussed briefly at the last Board meeting. MOTION by Mr. Couris to approve the ScanTek, Inc. Document Scanning Proposal in the amount of \$11,582.00; second by Mr. Schneider

Brian Curry, 512 Blackhorse Road asked if this is the company that the staff was comfortable with. There was some discussion after the last meeting about having the Historical Binders included in the scanning project.

Sara Shick, 1201 Davis Lane noted that the Historical Resource Committee has been doing some of the scanning.

Motion carries unanimously.

New Business:

Professional Service Agreements - Arro Consulting - Survey Work for Buttonwood Bridge Replacement Project, Schoolhouse Lane Improvement Project and Kimberton Road Improvement Project - MOTION by Mr. Schneider to Authorize the Professional

Services Agreement of \$26,620.00 to Provide Consulting Engineering Services with Arro Engineering for the Buttonwood Lane Bridge Replacement Project; second by Mr. Couris. Mr. Jacobs discussed this project.

Brian Curry, 512 Blackhorse Road, asked if this was for the preparation before the actual contractor work begins. There was some discussion about different methods of refurbishing or replacement of the bridge. Will the Board receive a recommendation about refurbishing or replacement?

Sara Shick, 1201 Davis Lane asked if this will be moving work from Cedarville Engineering to Arro. Did the Board get information about the Corp of Engineers temporary bridges?

Brian Curry, 512 Blackhorse Road, feels that he can answer Sara's questions. There is a separate bills list entry for a structural engineer who was retained by Cedarville. *Motion carries unanimously.*

MOTION by Mr. Schneider to authorize the Professional Services Agreement of \$9,426.00 to provide consulting engineering services with Arro Engineering for the Schoolhouse lane Improvements Project, section between Flowing Springs Road and Hollow Road; second by Mr. Couris. *Motion carries unanimously.*

MOTION by Mr. Schneider to authorize the Professional Services Agreement of \$19,488.00 to provide consulting engineering services with Arro Engineering for the Kimberton Road Improvement Project for the section between North Chester Springs Road and the beginning of the flag lot at 1858 Kimberton Road; second by Mr. Couris.

Brian Curry, 512 Blackhorse Road, stated that he has never seen this type of approach used for work done in the township. Is this a new approach based on the recent experience with French Creek Bridge?

Sara Shick, 1201 Davis Lane asked where the start of the project is.

Art Ewell, 972 Fellowship Road asked what the cost of the Buttonwood Lane Bridge project is.

Motion carries unanimously.

Authorize Advertisement of 2019 DRAFT Budget - **MOTION** by Mr. Schneider to authorize Advertisement of the 2019 DRAFT Budget; second by Mr. Couris.

John Eldridge, 1634 Hilltop Lane stated to budget shows a surplus of \$51,000; isn't it common in municipalities to show 0 or income equals expenses.

Brian Curry, 512 Blackhorse Road stated in the most recent bills list there is an issue about notice of violation involving Dewey; in 2019 does the budget allowance for that potential litigation going forward. Is there any capital equipment that isn't listed in this budget?

Sara Shick, 1201 Davis Lane asked about a line item for Human Resources Incentive. Is that to anyone in particular? Do we usually do bonuses? Is this in other categories as well?

Beverly Lawler, Henrietta Hankin Library Manager noticed that the library is not in the budget for this year.

John Eldridge, 1634 Hilltop Road stated that the library provides a lot of free services. Regarding the Capital Budget, it has a transfer of \$1.5 million of interfund transfers of reserves. Where is this transfer from?

Mr. Schneider asked why there is a \$1.5 million transfer in 2019; it should take place in 2018.

Sara Shick, 1201 Davis Lane stated that it was mentioned the HR incentive is for potential non-union. Is the Road Master going to be union or non-union?

Jim Bergey, 1433 Birch Run Road notice on the Health Insurance and Hospitalization that police increased about 10% and the secretary and maintenance increased about 50%. What is the disparity?

Maria Jacobs, 2351 Beaver Hill Road stated that under Culture & Recreation for Community Garden it shows \$8,000; there was a not to exceed number of \$6,000.

Sara Shick, 1201 Davis Lane asked if this is the budget that will be advertised and approved in mid-December.

George Dulchinos, 1415 Hollow Road stated that John Eldridge mentioned accrual accounting. At what point does this make sense? As the township grows wouldn't be more efficient?

Art Ewell, 972 Fellowship Road stated that there is a brand new truck that was bought last year. Is there anything in the budget for putting a snowplow on that? Has the truck been outfitted for a snowplow?

Motion carries unanimously.

Approve Change Order No. 2 - 2018 Road Program - MOTION by Mr. Schneider to authorize Change Order No. 2 to allow for an extension of 160 days to finish the 2018 Road Program; second by Mr. Couris.

Sara Shick, 1207 Davis Lane asked if there will be some sort of erosion control during the winter. *Motion carries unanimously.*

Public Comment on Non-Agenda Items:

John Eldridge, 1634 Hilltop Road commented for the month of October the statements show a \$403,000 loss and the income was only \$140,000. It would be nice if the Treasurer's Report would say why there is a loss.

Sara Shick, 1201 Davis Lane - She wanted to confirm if there will be a December 17th meeting since it is not showing on the website calendar. Ms. Shick also discussed contracts for non-union members. Ms. Shick would like to be re-appointed to the Planning Commission.

Maria Jacobs, 2351 Beaver Hill Road asked a question to the Solicitor regarding the statement about an Executive Session that was held previously. There was a comment that it would be shared at the committee meeting. Aren't discussions kept under wraps until it's brought forward to a Board Meeting?

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:05 PM

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

West Vincent Township
Board of Supervisors Meeting

December 3, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Kathryn Shillenn, Township Secretary and Michele Hogrelius, Township Treasurer

Chairman Jacobs called the meeting to order at 7:00 p.m.

Approval of Minutes

MOTION by Mr. Schneider to approve the November 19, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Police Report: Sgt. Russell read the police report.

Bills List: MOTION by Mr. Schneider to approve the Bills List dated December 3, 2018 in the total amount of \$57,002.00; second by Mr. Couris.

Motion carries unanimously.

Announcements: None

Correspondence:

Thank You Letter to Officer Rubino – Mr. Jacobs read the letter.

Presentation: None.

Subdivision/Land Development: None.

Old Business:

New Business:

Public Comment on Non-Agenda Items:

Karl Brachwitz, 1286 Hollow Road stated that he has noticed that the Police Chief's contract hasn't been discussed publicly. A discussion of the Police Contract and the Police Chief's contract ensued.

Sara Shick, 1201 Davis Lane pointed out that the supervisors had a conversation about a one-year contract for the Roadmaster.

Karl Brachwitz, 1286 Hollow Road wants to be sure that the Chief and the Department are taken care of.

Sara Shick, 1201 Davis Lane stated that it's obvious that information has been going around whether it's accurate or not. People have come out to find out what the story is. Harriet Stone, Birch Run Road stated that she thinks we have a wonderful police department; they have been helpful and kind and a credit to the township.

Mr. Couris commented that this meeting has been 17 minutes long, and this is indicative of why we should go to one meeting a month.

Karl Brachwitz, 1286 Hollow Road commented that this sends a bad message to the community that you're only available once a month. A short discussion ensued regarding this issue.

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 7:17 PM

Respectfully Submitted,

Kathryn Shillenn
Township Secretary

**West Vincent Township
Board of Supervisors Meeting**

December 17, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Bernie Couris, Member, Joe McGrory, Township Solicitor, Kathryn Shillenn, Township Secretary

Chairman Jacobs called the meeting to order at 7:00 p.m.

Mr. Jacobs announced an Executive Session on December 10, 2018 at 12:00 PM to discuss Personnel, an Executive Session on December 13, 2018 at 9:00 AM to discuss Real Estate and an Executive Session on December 17, 2018 at 6:00 PM to discuss Real Estate

Approval of Minutes

MOTION by Mr. Schneider to approve the December 3, 2018 minutes as submitted; Mr. Couris seconded the motion. *Motion carries unanimously.*

Reports:

Bills List: MOTION by Mr. Schneider to approve the Bills List dated December 17, 2018 in the total amount of \$82,199.44; second by Mr. Couris.

Brian Curry, 512 Blackhorse Road asked about the entry for Morgantown Auto Parts. This was a battery for the gator. Is the gator on an automatic battery charger?

Davey Waters, Malehorn Road questioned the 18 signs for the Festival in the Park; was that for the October festival? Is that in addition to the \$400 that was in last month's bill?

Motion carries unanimously.

Treasurer's Report: Mr. Schneider reviewed the report.

Announcements: None.

Correspondence: None.

Presentation: None.

Subdivision/Land Development: None.

Old Business:

Public Hearing – Ordinance No. 186-2018, Authorizing West Vincent Township to Expand the Regional UCC Board of Appeals to Include Warwick Township - Solicitor McGrory opened the Public Hearing to expand the UCC Board - Ordinance No. 186-2018. Mr. McGrory introduced all exhibits and explained this ordinance.

Brian Curry, 512 Blackhorse Road asked if there was any cost sharing involved or is just expertise sharing?

Sara Shick, 1201 Davis Lane asked who the other municipalities involved are.

MOTION by Mr. Schneider to adopt Ordinance No. 186-2018, Authorizing West Vincent Township to Expand the Regional UCC Board of Appeals to Include Warwick Township; second by Mr. Couris. *Motion carries unanimously.*

Adoption of the 2019 Budget – **MOTION** by Mr. Schneider to adopt the 2019 Proposed Budget in the form presented to the Board of Supervisors, consisting of the General Fund Revenue Sections entitled Taxes, Building Department, Culture/Recreation, Unclassified Operating Revenue, Other Income, Public Safety/Inspections, in the total amount of \$4,410,850.00, and Expenditures Sections entitled Administration, Governing Body, Buildings and Plant, Community Development, Culture/Recreation, Data Processing, Debt Service, Engineering Services, Unclassified Operating Expenses, General Government Administration, Public Safety, Code Enforcement, Emergency Management, Fire Companies, Planning and Zoning, Police, Public Works, Winter Maintenance, Secretary, Solicitor/Legal Services, Tax Collection, Treasurer, in the total amount of \$4,367,160.00 with a total net income of \$43,690.00. The Open Space Revenue in the total amount of \$1,498,000.00 and a total expenditure of \$1,498,000.00. The Liquid Fuels Revenue in the total amount of \$253,720.00 and a total expenditure of \$253,720.00. The Sewer/Water Fund Revenue in the total amount of \$55,000.00 and a total expenditure of \$55,000.00. The new Capital Fund Revenue in the total amount of \$1,600,000.00 and a total expenditure of \$1,500,000.00 with a net income of \$100,000.00. With a total of 11 pages inclusive; second by Mr. Couris. *Motion carries unanimously.*

Sandy Malamed, 1789 Hilltop Road stated that she sent a lengthy letter to the Board of Supervisors regarding her concerns with the police not having a contract. How can a budget be approved when the police contract has not been settled?

Sara Shick, 1201 Davis Lane stated that she doesn't understand the Open Space Fund page; is all the revenue being spent?

Resident stated that she noticed for the Fire Company that the numbers in the old budget were showing \$180,000 and now the new budget is showing only \$80,000. Is there a reason?

New Business:

Resolution No. 29-2018, Setting the Tax Rate for 2019 – Mr. Jacobs discussed this resolution. There will be no tax increase for 2019.

MOTION by Mr. Schneider to approve Resolution No. 29-2018, as submitted, Setting the Tax Rate for the Calendar Year 2019 on real property within the Township made taxable for general township purposes be and hereby is levied at the rate of two and nine one-hundredths mills (.00209) or, in other words, at the rate of no dollars and twenty and nine-tenths cents (20.9 cents) upon each one hundred dollars (\$100.00) of assessed valuation of taxable property; second by Mr. Couris. *Motion carries unanimously.*

French Creek Arch Culvert Replacement - Payment Recommendation No. 1 – Mr. Couris gave an update on the French Creek Arch Culvert Replacement.

MOTION by Mr. Schneider to approve Payment Recommendation No. 1 to Veteran Construction Company for \$8,569.89 for work completed through December 7, 2018; second by Mr. Couris. Brian Curry, 512 Blackhorse Road asked if there is an estimate of the completion for the culvert. *Motion carries unanimously.*

18 Yr. Grant Request – **MOTION** by Mr. Couris to authorize advertisement of a Public Hearing on January 21, 2019 for the expenditure of Open Space Funds for Tax Parcel 25-4-113.1 (15.65 acres) and Tax Parcel 25-4-114.1 (36.98 acres); second by Mr. Schneider. *Motion carries unanimously.*

Pam Brown, French & Pickering explained the purchase of the conservation easement on the 18 Yrs. Tract, which will eliminate 18 of the 20 development rights attached to this property. Ms. Brown also commented that there was a landowner appreciation dinner in which Mr. Couris attended for the township. The township was presented with an award.

Public Comment on Non-Agenda Items:

Sandy Malamed, 1789 Hilltop Road stated that she came tonight to support the police department and she feels the township should cover the extra \$750 for their insurance.

Harriet Stone, 1645 Birchrun Road commented that because of the wacky weather we've been having lately she doesn't know when the amphibians will migrate. She will consult with the Police Chief.

Meryl Joblin, 2120 Flowing Springs Road commented that she agrees with everything that Sandy said. How much will arbitration cost?

Sara Shick, 1201 Davis Lane commented that it's too late to stop the arbitration. What is the cost estimate of arbitration? How often is the municipality successful in arbitration?

Tommie Dulchinos, 1415 Hollow Road commented that she did research and checked out police salaries in Northern Chester County. The average salary is \$55,000 to \$60,000. West Vincent Township is about \$80,000. Tredyffrin Township tops out at \$84,000 and the police pay something towards their healthcare. She feels that it should go to arbitration.

Mr. Couris discussed moving the Board of Supervisors meetings from two meetings a month to one meeting a month. He did some research of the surrounding 20 municipalities. There are five total that have two a month. 25% have two meetings a month and 75% have one meeting a month. Mr. Jacobs still feels that the township should have two meetings a month and Mr. Schneider likes the idea of one meeting but feels the township still needs to have two meetings a month.

MOTION by Mr. Couris to have one Board of Supervisors Meeting a month starting in 2019; no second. *Motion fails 1-2.*

There being no further discussion, the motion to adjourn was brought forward.

MOTION by Mr. Schneider to adjourn; second by Mr. Couris. *Motion carries unanimously.*

Meeting adjourned at 8:00 PM

Respectfully Submitted,

Kathryn Shillenn
Township Secretary