

**EAST CALN TOWNSHIP**  
**CHESTER COUNTY, PENNSYLVANIA**

BOARD OF SUPERVISORS MEETING MINUTES - September 21, 2016

The regular meeting of the East Caln Township Board of Supervisors was called to order at 1:30 P.M. on Wednesday, September 21, 2016

Those present were: Charles DeLone, Chairman  
Donald P. Ash, Vice Chairman  
Joel F. Swisher, Member  
Barbara M. Kelly, Mgr./Secretary

**Pledge of Allegiance and Moment of Silence**

An Executive Session was held prior to regular meeting on administrative issues.

**MINUTES OF THE PREVIOUS MEETING** - On a motion by Swisher, second by Ash, the Board unanimously approved the minutes of the September 7, 2016 regular meeting.

**PUBLIC HEARING - Official Map & Ordinance**

Ordinance 2016-05 an ordinance for establishing and adopting the Official Map of the Township. The Ordinance was duly advertised in the Daily Local News on August 29 and September 6. No one was present to present testimony. On a motion by Ash, second by Swisher, the Board unanimously adopted the Ordinance 2016-05 and the official map.

**PERSONS WISHING TO BE HEAR D**

Joe Ippolito Subdivision - Ippolito was present to have the Board execute the Financial Security Agreement with posting of \$35,877.60 in escrow for generally related to construction erosion and sediments control and landscaping. The amount was based on the construction cost estimate as reviewed by the Township engineer. The Developer's agreement was prepared by Maureen Ostien, Esq. on behalf of the Township. Both documents were approved and signed by the Board.

Jennifer Reigle, P.E. - (Pennoni Associates) Jennifer was present to discuss the additional cost that will be associated with the Skelp Level Bridge repair. The utilities are on the side of the bridge and will need to be secured. This will require an additional fee for the engineering. A

Bid packet will be put together with all the specifications that are required for the bidding process.

**STANDING REPORTS**

**A. TREASURER’S REPORT** -The treasurer’s report on a motion by Ash, second by Swisher, the Board unanimously approved the treasurer’s report and financial documents as presented.

	<i>GENERAL FUND</i>	<i>POLICE FUND</i>	<i>FIRE SAFETY FUND</i>	<i>SEWER FUND</i>	<i>CAPITAL RESERVE FUND</i>	<i>SEWER RESERVE FUND</i>	<i>STATE FUND</i>	<i>ESCROW FUND</i>
<b>rior Month Balance</b>	2,126,982.67	240,201.75	126,429.38	435,365.13	1,870,809.27	2,321,039.26	210,316.29	61,267.32
<b>evenues</b>	303,270.69	2,086.62	7,904.76	134,940.41	342.40	509.49	52.08	4,441.70
<b>xpenditures</b>	(139,913.58)	(55.70)		(104,669.46)	(46,775.52)			(33,126.29)
<b>abilities</b>								
<b>nding Balance</b>	<b>2,290,339.78</b>	<b>242,232.67</b>	<b>134,334.14</b>	<b>465,636.08</b>	<b>1,824,376.15</b>	<b>2,321,548.75</b>	<b>210,368.37</b>	<b>32,582.73</b>
<b>ombined balances, Net of Escrow:</b>							<b>7,488,835.94</b>	

**B. POLICE REPORT** - Copies of the current police reports were distributed to the Board.

**C. CORRESPONDENCE**

TMACC representative Tim Phelps will be present at the October 5 meeting to answer any of the Board’s questions on the bus schedules and ridership.

Copies of the Real Estate transfers for the month were distributed to the Board.

**D. PLANNING COMMISSION** - Next meeting October 3<sup>rd</sup>.

**E. CONSORTIUM** - No Report

**F. DOWNINGTOWN AREA RECREATION CONSORTIUM** - DeLone stated that DARC is working on their budget. His recommendation was to have DARC propose small fund increases each year for the municipal contributions in lieu of having a larger increase every few years.

**G. FIRE PROTECTION** - No Report

**H. CODES /FIRE MARSHAL** - No Report

**I. ZONING OFFICER** - The Zoning officer has sent a letter to Feinberg on the maintenance of his parcel next to CVS. There has been no response to date. Jones also had several zoning opinion letters requested on parcels within the Township.

**J. ZONING HEARING BOARD** - The zoning hearing was held on September 19<sup>th</sup> for Loretta's Mobile Home Park to convert a garage with overhead apartment to 3 townhouse units. Their decision will be rendered on October 17<sup>th</sup>.

**K. PARK & RECREATION BOARD**

Kid's Day at the park was a success. The next event is Halloween in the Park on the 29<sup>th</sup> of October.

**OLD BUSINESS**

**A. LAND DEVELOPMENT**

1. Greth/Anstine Final Land Development - The developer is in the process of finalizing the necessary documents for the solicitor to review prior to the recording of the plans.
2. 825 E. Lancaster Avenue - No Report
3. Patient First Land Development - Patient First has started construction of their facility.
4. On the Go Kids - The manager is waiting for the plans to be distributed with the final corrections as noted by the Township engineer prior to completing the Resolution of final approval.
5. Northwood Cemetery - The Board stated they want to have the proposed entrance and exit plans for the Northwood Cemetery property prior to any other plans and a PennDOT preliminary review.
6. Woodbine Borough Project - No Report
7. Kirkwyd Development - No Report

**B. GENERAL GOVERNMENT**

1. Official Map - The Ordinance 2016-05 was adopted and the paperwork to submit for the grant monies will be prepared and submitted to the County for reimbursement.
2. Capital Analysis - No Report
3. Township Digital Sign - No Report
4. Temporary Sales Ordinance Amendment - Pending Advertising authorization from the Board.
5. Digital Sign Timing Ordinance - Under PC review.

6. Township Meetings - Under discussion

**C. HIGHWAYS**

1. Maintenance - The work on Plaza Drive median has started to remove the broken concrete median and replace with paving and line striping. The storm drains were cleared due to the recent rain storm.  
Harlan also cleared a limb blocking Old Kings Highway after the storm.
2. Park Maintenance - The manager contacted Waterworks International for recommendation on replacing the water feature items.
3. Clovermill Road & Boot Road - No Report
4. Skelp Level Bridge - Under Persons Wishing to Be Heard-
5. Chestnut Street Bridge - No Report

**D. HEALTH & SANITATION**

1. DARA - Copies of the DARA meeting minutes were distributed to the Board.
2. Sewer Flows - No flows were received.
3. Individual Sewer Meters - All meters working properly.

**NEW BUSINESS**

**A. LAND DEVELOPMENT** No Report

**B. GENERAL GOVERNMENT**

1. Cameras for Park and Township - A cost proposal was received from Bella Tech to supply 4 surveillance cameras for the Township building and 4 for the Park. The Board will review the proposal.
2. The announcement for CCATO dinner was received as a reminder to save the date of November 10<sup>th</sup>.

**C. HIGHWAYS**

**D. HEALTH AND SANITATION** - No Report

**E. EXPENDITURES**

1. Bills for Approval

<b>EXPENDITURES BY FUND</b>	<b>BILLS</b>	<b>PAYROLL</b>	<b>TOTALS</b>
01- GENERAL FUND	42,678.52	13,657.99	56,336.51
08- SEWER REVENUE	794.90		794.90
30- CAPITAL RESERVE	31,490.62		31,490.62
41- ESCROW	1,660.40		1,660.40
<b>TOTAL</b>	<b>76,624.44</b>	<b>13,657.99</b>	<b>90,282.43</b>

On a motion by Swisher, second by Ash, the following expenditures were unanimously approved for payment:

**Adjournment**

On a motion by Ash, second by Swisher, the Board unanimously adjourned the meeting.

Respectfully submitted,

Barbara M. Kelly, Mgr/Sec