

## EAST CALN TOWNSHIP

### CHESTER COUNTY, PENNSYLVANIA

#### BOARD OF SUPERVISORS MEETING MINUTES - APRIL 4, 2018

The regular meeting of the East Caln Township Board of Supervisors was called to order at 1:30 P.M. on Wednesday, April 4, 2018.

Those present were:                    Joel F Swisher, Chairman  
   Donald P. Ash, Member  
   Barbara M. Kelly, Mgr./Secretary  
   Chris Obenchain, BCO

Charles A. DeLone, Vice Chairman (absent)

#### **Pledge of Allegiance and Moment of Silence**

No Regular Meeting was held on March 7 or March 21 due to inclement weather.

**MINUTES OF THE PREVIOUS MEETING** - On a motion by Ash, second by Swisher, the Board unanimously approved the minutes of the February 21, 2018.

**PUBLIC HEARING** - None

#### **PERSONS WISHING TO BE HEAR D**

Lou Colagreco, Esq. was present with interested parties in purchasing the Bradley property. The proposed use discussed was for a BJ's fuel station. It would utilized by both BJ members and non-members. It would have a manned kiosk with one employee at all times. Swisher stated that the main issue is the access in and out of the property. PennDOT would need to review the traffic patterns. Another concern was the property currently does not have public sanitary sewer and depending on the use and volume of the on site system may or may not be approved for use by the county. Ash stated being DeLone was not present they would need his input as well.

Brandywine Square - Alyson Zarro, Esq. was present with Jim Oeste, of the management group for Brandywine Square to present to the Board proposed building and sign changes. The property was developed under a conditional use so any changes to the center would need to amend the original decision of 1995. Zarro stated that use for the vacant Old Country Buffet building would tentatively be divided into possibly 4 to 5 smaller eateries or shops. Keeping the same building footprint.

A new tenant is possibly considering the vacant HH Greg building and the signage was discussed and the Board stated it would need to apply for a sign variance request from the ZHB. Also discussed were the Pylon signs at the entrances to the Square for a new style possibly a monument type signage to allow for better visibility of the businesses listed. This sign would also need a variance request to the ZHB.

**STANDING REPORTS**

**A. TREASURER’S REPORT** - The Board reviewed the Treasurer’s report and associated documents and reports. On a motion by Swisher, second by Ash, the Board unanimously approved the reports as submitted. The annual audit reports were also submitted to the Board.

	<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>Prior Month Balance</b>	2,188,724.27	615,527.27	39,577.02	220,195.47	1,905,469.30	2,850,871.21	309,413.64	246,163.86
<b>Revenues</b>	412,475.23	102,770.54	1,280.58	20,637.84	9,147.23	10,850.54	136,745.36	27,960.16
<b>Expenditures</b>	(107,059.49)	(58.60)		(92,837.42)	(718.33)	(147.95)	(2,222.92)	(4,847.66)
<b>Liabilities</b>								
<b>Ending Fund Balance</b>	<b>2,494,140.01</b>	<b>718,239.21</b>	<b>40,857.60</b>	<b>147,995.89</b>	<b>1,913,898.20</b>	<b>2,861,573.80</b>	<b>443,936.08</b>	<b>269,276.36</b>
<b>Combined balances, Net of Escrow:</b>							<b>8,620,640.79</b>	

**B. POLICE REPORT** - The police followed up on the reports of graffiti at the park. The park cameras have record of the vandals and the police are reviewing.

**C. CORRESPONDENCE** - The monthly real estate transfers were distributed to the Board. Chester County Assessment Office has received a notice that Cornerstone Properties is appealing their assessment. The school district takes the lead on this action so none is taken by the Township. A reimbursement was received from the County for a portion of the Hazmat collection fees. The Keystone tax collection report was distributed to the Board.

**D. PLANNING COMMISSION** - The Commission started their review of the Land Development plan for 600 Boot Road. The developer’s engineer was also present

**E. CONSORTIUM** - The manager reported that the speaker was a representative from Fox news that discussed the do’s and don’ts of working with the media.

**F. DOWNINGTOWN AREA RECREATION CONSORTIUM** - No Report

**G. FIRE PROTECTION** - No Report

**H. CODES /FIRE MARSHAL** - Obenchain had submitted the reports for building permits and fire inspections for the Board’s review.

**I. ZONING OFFICER** - Zoning Officer is working with Shearon on various property items.

**J. ZONING HEARING BOARD** - The Wegman's decision on the building sign will be rendered on April 16.

**K. PARK & RECREATION BOARD** - Work is starting on the setting up of the programs for the year.

## **OLD BUSINESS**

### **A. LAND DEVELOPMENT**

1. Anstine Land Development - No Report
2. On the Go Kids development - No report
3. 600 Boot Rd land development under review by PC, Township Engineer and Chester County PC.
4. CCIU - The conditional use for the property located at 400 Boot Rd. The hearing date was re-set by the Board to April 11, 2018 at 3 PM due to inclement weather in March. Resolution 2018-44 on a motion by Ash, second by Swisher, was unanimously adopted to set the date.
5. WMT Properties - Old Boot Rd. - Resolution 2018-45 on motion by Ash, second by Swisher, the Board unanimously adopted the resolution to set the date of May 2, 2018 at 3 P.M. for the Conditional Use hearing.
6. Unitex - No Report

### **B. GENERAL GOVERNMENT**

1. Cell Tower at Bell Tavern Park - The solicitor is corresponding with the SBA cell tower counsel to work on a revision to the current cell tower bump out.

### **C. HIGHWAYS**

1. Maintenance - Snow events were handled well. Potholes were filled on Whitford Hills Rd and the corner of Garris & Rt. 113. The line painter was contacted and will complete the striping on the first warm day above 50 degrees.
2. Park Maintenance - Work has started on removal of the old water feature the weather held back the project a bit but should be starting soon. All the park structures were pressure washed.

3. Skelp Level Bridge - Pennoni held a pre-construction meeting and with Mar-Allen to go over all aspects of detours and construction.
4. Chestnut Street Bridge - The demolition of the Chestnut Street Bridge is to begin fall of 2018.
5. Boot Road Bridge - The project is moving along PennDOT is completing land acquisitions with property owners in the area of construction.
6. Tunnel Traffic Signal - No Report

#### **D. HEALTH & SANITATION**

1. DARA - Copies of the DARA minutes were distributed to the Board.
  - A. Allocation - The solicitor distributed the draft agreement to DARA for the DARA board review and comment on the allocation purchase. The document will then be sent to each member municipality for signatures.
2. Sewer Flows - The sewer flows for the 7<sup>th</sup> week 478,689 GPD, the 8<sup>th</sup> week 477,283 GPD, 9<sup>th</sup> week 477,551 GPD, the 10<sup>th</sup> week 481,095 GPD, and the 11<sup>th</sup> week 485,357 GPD.
3. Individual Sewer Meters - All meters are operating properly.
4. Parke Run Interceptor - The solicitor forwarded a draft of the Parke Run interceptor agreement with the Borough.

#### **NEW BUSINESS**

##### **A. LAND DEVELOPMENT**

1. Ippolito Subdivision Plan -Ippolito has submitted a subdivision for the property that he owns on Old Kings Highway West. The one lot has an old barn located on it and currently another home. This would allow the old barn be a separate parcel.
2. Downingtown Train Station - A traffic impact study was completed for the proposed train station. A copy has been forwarded to Pennoni for review on behalf of the Township.

##### **B. GENERAL GOVERNMENT**

1. Oakridge Trees - A letter was received from Oakridge Homeowners Management Company regarding trees that are located in the Township owned open space areas and abuts some of the residential units. This matter is being investigated and then a decision will be made on how to proceed with the requests listed.

2. Handyman - A list of proposed projects was distributed to the Board for review. Most of the work is painting in the park as well as some odds and ends.

3. The Chester County tax office sent a letter of request for an exoneration of taxes that were unpaid due to the mobile home being moved. The Board on a motion by Ash, second by Swisher, unanimously directed that the taxes be exonerated.

**C. HIGHWAYS**

1. PennDOT - PennDOT had several meeting in the County for the municipalities to attend as part of a PennDOT connects program to keep the municipalities informed of work schedules and other items within PennDOT.

2. Resolution 2018-43 Master Castings Agreement. This agreement would allow PennDOT to replace manhole covers and raise them in the event of paving and then this allows them to invoice Township per the list of fees. The Resolution gives the manager the authority to sign the agreements on the Township's behalf. On a motion by Swisher, second by Ash, the Board unanimously adopted the resolution.

**D. HEALTH AND SANITATION**

1. On-lot sewer systems Ordinance - The Board on a motion by Ash, second Swisher unanimously authorized the solicitor to prepare the advertisement of the public hearing for the proposed adoption of the ordinance.

2. Chapter 94 - The report was prepared and submitted as required by Dan Daley, PE.

**E. EXPENDITURES - Bills for Approval**

On a motion by Ash, second by Swisher, the following expenditures were unanimously approved for payment with dates of payments as listed.

Expenditures 3/7/2018

<b>EXPENDITURES BY FUND</b>	<b>BILLS</b>	<b>PAYROLL</b>	<b>TOTALS</b>
01- GENERAL FUND	46,018.44	13,273.47	59,291.91
08- SEWER REVENUE	91,611.75		91,611.75
30- CAPITAL RESERVE	718.33		718.33

41- ESCROW	4,616.82		4,616.82
<b>TOTAL</b>	<b>142,965.34</b>	<b>13,273.47</b>	<b>156,238.81</b>

Expenditures 3/21/2018

<b>EXPENDITURES BY FUND</b>	<b>BILLS</b>	<b>PAYROLL</b>	<b>TOTALS</b>
01- GENERAL FUND	29,620.89	15,089.35	44,710.24
08- SEWER REVENUE	1,064.50		1,064.50
35- STATE/ HIGHWAY	2,222.92		2,222.92
<b>TOTAL</b>	<b>32,908.31</b>	<b>15,089.35</b>	<b>47,997.66</b>

Expenditures 4/4/2018

<b>EXPENDITURES BY FUND</b>	<b>BILLS</b>	<b>PAYROLL</b>	<b>TOTALS</b>
01- GENERAL FUND	52,289.27	12,625.34	64,914.61
08- SEWER REVENUE	3,346.50		3,346.50
30- CAPITAL RESERVE	5,283.00		5,283.00
<b>TOTAL</b>	<b>60,918.77</b>	<b>12,625.34</b>	<b>73,544.11</b>

On a motion by Swisher, second by Ash, the Board unanimously adjourned the meeting at 4:20 PM

Respectfully submitted,

Barbara M. Kelly, Mgr/Sec