

# **EAST BRADFORD TOWNSHIP 2010 ANNUAL REPORT**



## **ACCOMPLISHMENTS & NOTABLE EVENTS**

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## INTRODUCTION

The information contained in the following pages is an administrative summary of the municipal activity occurring in East Bradford Township in 2010. The purpose of this publication is to serve as a vehicle for highlighting municipal accomplishments and noteworthy events during the past year rather than as a statistical compendium. The details of the monthly business of the Board of Supervisors, its appointed advisory boards and commissions (ABC's) and the daily activities of the Township staff can be examined through recorded minutes, the annual budget(s) / audit, codes and building reports, subdivision / land development files, monthly financial reports, and numerous other municipal records available to the citizens of East Bradford Township and the general public upon request (under the Open Records Law). Increasingly, more municipal information for East Bradford Township can be obtained from the Township web site ([www.eastbradford.org](http://www.eastbradford.org)) including historical facts, Board of Supervisors and ABC minutes, codes (including zoning and subdivision), municipal services, and annual budgets. The intent of the annual report is to serve as an educational resource and archival document for East Bradford taxpayers, property owners and citizens, elected and appointed Township officials, and those persons interested in the business of local government operation and administration. The Board of Supervisors of East Bradford Township embraces the attitude of "local government as accessible, responsive, and service oriented."

## I. ORGANIZATION & ADMINISTRATION

In April, the Township initiated IT Services and web tech support with InterMedia Group of Malvern to modify the Township's electronic communication network, discontinuing its association with Beacon Technologies Inc. of Kennett Square. InterMedia was engaged to set up secure email and document access by the elected officials utilizing the Township network exclusively (terminal services), shared resources for both public and private access with file directory search capability, and written policy for email retention, acceptable use, and related protocols.

As a result of State Act 32, municipalities throughout the Commonwealth (on a county by county basis) were mandated to contract with a county-wide tax entity for the collection and administration of earned income. Keystone Collections Group was the firm approved through the public bid process by the Chester Tax Collection Committee (CTCC) for Chester County (which included delegates from each municipality). The Board of Supervisors agreed with the recommendation of the CTCC authorizing Keystone Collections Group to also administer the Local Services Tax (LST). Keystone will commence EIT and LST administration effective January 1, 2011. Keystone declined to pursue administration of the Township's property tax and sewer billing collection service contracts which will therefore remain with Berkheimer Outsourcing for the time being.

The Township initiated a process to systematically review and dispose of municipal records in accordance with the Municipal Records Manual approved December 16, 2008.

## II. ADVISORY BOARDS & COMMISSIONS (ABC's)

The following officials were elected or reelected during 2010:

- Board of Supervisors - Vincent M. Pompo, Esq. (6 year term until 12-31-15)
- Board of Auditors – Harold Holtz (6 year term until 12-31-15)
- Tax Collector – Kimberley Spaziani (4 year term until 12-31-13)

The following volunteers were appointed or reappointed during 2010:

- Tony Biacchi, Planning Commission
- Alan Pomeroy, Planning Commission
- Al Gollatz, Zoning Hearing Board
- Eric Ruggeri, Emergency Management Coordinator
- Richard Gallagher, Historical Commission
- Richard Buchanan, Historical Architectural Review Board
- Joseph Hamel, Park & Recreation, term increased to 5 years
- John Fidler, Park & Recreation, term increased to 5 years
- Bruce Arnold, Green Committee
- Andrew McDowell, Green Committee
- John Johnson, Green Committee
- Neil Weissman, Green Committee
- Donald Scholl, Green Committee
- John Dwyer, Park & Recreation to finish Bob Kachelries' term
- Fred Rothman, Brandywine Valley Scenic Byways
- James Haigney, Brandywine Valley Scenic Byways
- Donald Lynn, Open Space Review Board

- Denny Howell, Traffic Committee
- Louis DeSimone, Traffic Committee
- Maura Sheehan, Environmental Advisory Council
- Steve Werner, Environmental Advisory Council
- Margaret Van Gilder, Environmental Advisory Council
- Lawrence Tigue, Agricultural Security Area Advisory Committee
- Thomas Schindler, Zoning Hearing Board 1<sup>st</sup> alternate replacing Donald Lynn

The Board of Supervisors re-commissioned the Parks & Recreation Board Trails Sub-Committee, the East Bradford Day Committee, The Traffic Committee and the Agricultural Security Area Advisory Committee Subcommittee.

The Board of Supervisors appointed Kathleen Davis to the Board of Auditors to fill the term left by Kevin Fitzgerald who resigned due to change of residency.

The Board of Supervisors appointed Edward Nathan and Evelyn Walker as Township Communications Liaisons for a one year term. This is a newly created position to facilitate developing information for the website and the newsletter.

The following volunteers resigned from their positions in 2010:

- Donald Ziesel, Planning Commission
- Bob Kachelries, Park & Recreation
- Donald Lynn, ZHB 1<sup>st</sup> alternate to serve instead on OSRB
- Louis DeSimone, Traffic Committee, passed away in October 2010

Under oversight by the EAC, the Brandywine Valley Archery Club continued deer population management on Township lands, harvesting 34 deer in the 2010-2011 hunting season, with no hunting in February. The organization continued the credentialing of hunters for club participation and qualification with hunter testing (written exam and accuracy demonstration) held in June 2010.

### **The Environmental Advisory Council**

The results of the Botanical Survey by Jack Holt and Janet Ebert in 2009 were submitted to the EAC in March 2010 and to the Township supervisors in May. EAC member Andy Lister inserted hyperlinks to plant images into this report and this web-enabled version was posted on the East Bradford website. As a follow-up, EAC member, Kathy Bergmann organized and Jack and Janet led an invasive plant walk in October with 20 attendees after advertising via newsletter and local news outlets. The EAC hopes to host a second walk in the spring of 2011.

The EAC investigated the possibility of including environmental literature in kiosks to be erected at park entrances. EAC member Charlie Myhre followed up on this and tentative plans were made to provide an invasive plants fact sheet.

The EAC participated in a walk-through of the Schramm Property with Natural Lands Trust in March to obtain information on the free land management plan available to the Township. The EAC will monitor the development of this plan.

The EAC reviewed and provided input on several development plans submitted to the Township and provided feedback on several requested ordinance revisions. Andy Lister developed a method for generating a web map overlay of AutoCad format digital sketch plans, using a submitted sketch plan, thereby enabling Township advisory boards to examine development

plans in the context of aerial imagery using Google Maps. Kathy Bergmann was also able to secure the incorporation of a rain garden plan into the development plans for East Bradford Elementary.

EAC member Maura Sheehan secured Dr. Winfield Fairchild of West Chester University to speak about pond management at the Township Building at the March EAC meeting. This meeting was publicized via the newsletter and targeted invitations to known pond owners with 30 people attending.

The web-based geographic information system (GIS) developed by Kim Bergmann and Andy Lister was successfully incorporated into the Township's website, and metadata about the maps used in the project was uploaded, allowing Township boards to assess development projects in relation to several layers of geographic information. EAC members Jeff Cantwell and Steve Werner reviewed useful GIS layers for future incorporation.

The EAC participated in East Bradford Day with the Brandywine Valley Association (BVA) and presented an interactive model showing the effects of storm water pollution runoff. The BVA provided information on their Red Streams Blue Projects and distributed handouts on watershed stewardship, lawn care, streamside buffers, invasive plant management, and creating backyard habitats. The EAC/BVA display was visited by a significant number of children and adults.

Kathy Bergmann updated the EAC throughout the year regarding the BVA's Red Stream Blue projects. The BVA and the Chester County Conservation District (CCCD) received funding from DEP to complete stream restoration work at Strodes Mill and along Route 52 in Plum Run watershed, successfully completing the project in late 2010. In addition to the physical alterations to the stream bank, 250 trees and shrubs were planted, and the BVA continued its work on education and runoff mitigation with landowners along Plum Run.

The EAC discussed future endeavors such as storm water education, lawn management brochures or articles, hazardous waste collection days, promotion of more bike trails and after contacts with the Park & Rec Board, joint cleanup days with them. After a special meeting with a Brandywine Conservancy representative, the EAC hopes to research "Treevitalize" grants to promote free tree plantings in the Township.

### **The Green Committee**

The Board of Supervisors established the Green Committee as a standing advisory committee independent from the Environmental Advisory Council as a five member body with three year staggered terms to commence 2011.

The Green Committee began articles in the newsletter and on the Township website to educate residents about "green" initiatives. They also secured a \$250 grant from PECO, purchased thirteen books of environmental and energy value, compiled a review of each of these books, and housed this Green Library in a special bookcase in the Township Building for residents to borrow.

The Green Committee organized a visit for the Committee and any interested residents to tour the energy-efficient facilities of Dansko in West Grove, a company whose headquarters were designated as LEED Gold Certified by the U.S. Green Building Council for Leadership in Energy and Environmental Design (LEED).

The Green Committee compiled suggestions to incorporate into a new Township ordinance on wind energy, using sample wind energy zoning provisions and alternative energy ordinances.

### **The Historical Commission**

PA Senator Andrew Dinniman attended the July Historical Commission meeting to present a Citation of Honor from the Chester County Historic Preservation Network for the work and support of Peter Stack for the adaptive reuse and restoration of the barn on the Genesis Health Care property that will be used as an Ice Museum. The East Bradford Township Historical Commission was honored with a 2010 Grace under Fire Award by the Chester County Historic Preservation Network during an event held on June 23, 2010.

The Historical Commission reviewed the proposal for an amendment to the Strode's Mill Historic District as presented by Jane E. Dorchester, Architectural Historian and Historic Preservation Consulting. The project will entail the submission of a National Register of Historic Places Nomination Application for the Strode's Mill Historic District Boundary Expansion. The Historical Commission recommended to the Board of Supervisors that Jane E. Dorchester complete this project and seek grant monies in addition to the \$1,000 approved by the Board to begin this project. Public meetings are to be held with the affected properties.

Three historical markers containing pictures and descriptions of the activities that occurred in the late 1800's and early 1900's at some of the structures on the property of Brandywine Hall (Class I Historic Resource at the Genesis Health Care Facility) were ordered and will be placed at the new patio and history garden, site of the former Darlington Seminary for Young Ladies that was demolished in 2010.



### **The Traffic Committee**

The Committee mainly discussed issues of speeding and high volume on Township roads:

- Tree Lane (a through street from W. Goshen) – A traffic study did not indicate excessive speeding but florescent orange diamonds and “Slow Down” strips were added to speed limit signs at each end of the street with other possible remedies discussed.

- Hillsdale Road saw increased traffic due to the closure of Copes Bridge in January but police did not find excessive speeding. One concerned resident was encouraged to create a larger turnaround area so they would not have to back out onto Hillsdale Road.
- Kenmara Drive (main pathway to the East Bradford Park) – The Kenmara HOA made a request for speed humps due to increased traffic when sports teams or other large groups use the fields and property. The Committee is looking into these devices but special requirements are necessary and materials and installation can cost as much as \$30,000. Temporary devices might be an alternative along with the HOA contributing financially. The Township engineer will continue to research this issue.
- Valley Creek Road (a narrow, winding road with few shoulders and vehicles frequently crossing over the center line ) – A discussion that begun in 2009 continued about the installation of center-line rumble strips but due to numerous related concerns, no decision was made.
- 1100 Block of Harmony Hill Road; Trail Crossing – The north branch of the Brandywine Trail (completed in 2010) currently ends at Harmony Hill Road with a small parking lot, resulting in pedestrians and bikers intersecting with cars on Harmony Hill Road approaching the Gibson's Bridge to exit onto Route 322. A gate was ordered for the end of the northern segment to slow down bicycle riders if they want to proceed across the road to the southern segment of trail. Other safety measures will be added in 2011.

### **III. PLANNING**

**Subdivisions & Land Developments** The following subdivision/land development applications were reviewed in 2010:

- SD #574 American Antique Ice Tools Museum; final land development plan – In July 2009, Peter Stack submitted an application to renovate a historic barn located at 825 Sconnelltown Road for use as an educational museum in accordance with a special exception granted in 2004. (Mr. Stack had submitted an application for this renovation in 2004, but that application was withdrawn.) The Supervisors granted final land development approval in April 2010.
- SD #596 Bradford Plaza; final plan – UCM / TSV - Bradford Plaza, L.P submitted a conditional use application in April 2008 to develop a pharmacy and pad site at the Bradford Plaza Shopping Center. The conditional use was approved with conditions in December 2008. The applicant submitted the final plan application in March 2009 and the Board of Supervisors (BOS) granted final approval in May 2010.
- SD #600 East Bradford Township Public Works Expansion; final plan – In March 2009, the Township submitted a land development application to expand the public works facilities. The Planning Commission (PC) accepted the plan in April 2009; however, the application was suspended in the fall of 2010 for budgetary reasons.

- SD #602 East Bradford Township / JAL Partners; final subdivision plan – In November 2009, the Township (as equitable owner) submitted an application to subdivide one of the parcels owned by JAL Partners in order to acquire 25 acres for open space / preservation. The BOS granted final approval in January 2010; settlement occurred the same month.
- SD #605 Thomas; final subdivision plan – In December 2009, Linda Thomas submitted an application for a 2-lot subdivision on Highland Farm Road. The Supervisors granted final approval in June 2010.
- SD #606 Ciccarone; sketch and preliminary subdivision plans – In December 2009, Thomas Ciccarone submitted a sketch plan to subdivide 3 parcels (totaling 26.75 acres) into 7 lots off of Lenape Road. After discussing the sketch plan, the applicant submitted the preliminary plan in August 2010 and discussion continued into 2011.
- SD #607 East Bradford Elementary School; sketch and preliminary/final plans – In March 2010, the school submitted a sketch plan to construct several improvements/additions to the East Bradford Elementary School located on Frank Road. After discussing the sketch plan, the applicant submitted the preliminary/final plan in October 2010 and discussion continued into 2011.
- SD #608 Windon Mansion and Barn; sketch plan – In April 2010, the Township received a sketch plan to renovate and reuse two historic structures within the Windon community located on Miner Street. The applicant discussed the concept with the Planning Commission in May 2010, but did not pursue the project.
- SD #609 Lenape Road; sketch plan – In April 2010, the Township received a sketch plan to construct approximately 30 carriage/townhomes off of Lenape Road. The applicant discussed the concept with the Planning Commission in May 2010, but did not pursue the project.
- SD #610 West Chester University; Campus Development Plan – In October 2010, West Chester University began the process of updating its Campus Development Plan in anticipation of an expansion of the south campus housing facility. Discussion continued into 2011.

**Conditional Uses** No conditional use applications were considered in 2010.

### **Other Planning Items**

The Planning and Historical Commissions completed their review of the portions of the Code that deal with historic resources. This review was spurred by the adoption of an updated Historic Resources Map in the spring of 2009. These discussions culminated in ordinance amendments that were adopted in August 2010.

The Township developed a solar energy ordinance to regulate the installation of solar energy devices and address general issues concerning aesthetics, glare, area and bulk, site engineering, etc. This ordinance was adopted in August 2010. Staff continued to research alternative energy regulation into 2011.



## IV. ZONING

The following Zoning Hearing Board applications were considered in 2010:

- T-Mobile USA, Inc., Bridge Road – variance – telecommunications antennae and equipment. The application was granted with conditions in April.
- Antonius Manos, 905 Trail Run Lane – variance – accessory structure rear yard. The application was incomplete (April).
- Francis Paxson, Cottage Lane – special exception – elevate existing structure. The application was granted with conditions in September.
- WCASD, East Bradford Elementary School – variance – side/rear yard setbacks. The application was granted in September.

## V. LEGISLATION

**Ordinances** The following ordinances were adopted in 2010:

- In March, the Supervisors adopted Ordinance 01-2010 amending the Official Map of East Bradford Township.
- In August, the Supervisors adopted Ordinance 02-2010 amending Chapter 22, Regulation of Parks and Open Space; Chapter 45, Building Construction; Chapter 89, Sewers; Chapter 95, Subdivision & Land Development; and Chapter 115, Zoning.
- In October, the Supervisors adopted Ordinance 03-2010 amending Chapter 22, Regulation of Parks and Open Space, and Chapter 104, Vehicles and Traffic.
- In October, the Supervisors adopted Ordinance 04-2010 levying a tax on earned income and net profits, deleting Article II (Earned Income Tax) of Chapter 99 (Taxation) in its entirety and replacing it with this ordinance.

- In December, the Supervisors adopted Ordinance 05-2010 authorizing East Bradford Township to join with other political subdivisions as a member of the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) to enter into an intergovernmental agreement for the purpose of joining the PMHIC and participate as a member.

**Resolutions** The following resolutions were adopted in 2010:

- In January, the Supervisors adopted Resolution 1-2010 describing the emergency service providers and first response boundaries for the Township in 2010 (addition of Downingtown's Minquas Fire Company for fire protection and rescue service.)
- In January, the Supervisors adopted Resolution 2-2010 appointing all current members to the Zoning Hearing Board as provided in Article IX of Act 247, as amended.
- In January, the Supervisors adopted Resolution 3-2010 providing for update to the fees required by East Bradford Township for the conduct of business including subdivision/land development fees and (review) escrows and related proceedings; building permits, zoning fees and reviews, and miscellaneous other administrative fees for services.
- In January, the Supervisors adopted Resolution 4-2010 appointing Berkheimer as the tax collector for the collection of real estate taxes.
- In January, the Supervisors adopted Resolution 5-2010 designating specific roads in East Bradford Township as scenic roads.
- In January, the Supervisors adopted Resolution 6-2010 ratifying the Chester County Municipal Waste Management Plan Revision dated June, 2009.
- In February, the Supervisors adopted Resolution 7-2010 designating West Bradford Township as the lead agency for the "East Branch Brandywine Trail – North Segment" project and authorizing the transfer of East Bradford Township's county funding to West Bradford Township.
- In March, the Supervisors adopted Resolution 8-2010 endorsing the Earth Hour Program.
- In May, the Supervisors adopted Resolution 9-2010 for Municipal Adoption of the Chester County Multi-Jurisdictional Hazard Mitigation Plan.
- In July, the Supervisors adopted Resolution 10-2010 adopting (pursuant to Act 46 of 2010) a fee for providing written verification of the granting of approvals and the approvals extended expiration date.
- In July, the Supervisors adopted Resolution 1L-2010 opposing forced mergers and consolidations of local governments in Pennsylvania.
- In August, the Supervisors adopted Resolution 11-2010 providing for update to the fees required by East Bradford Township for the conduct of business including

subdivision/land development fees and (review) escrows and related proceedings; building permits, zoning fees and reviews, and miscellaneous other administrative fees for services.

- In September, the Supervisors adopted Resolution 12-2010 amending the intergovernmental cooperation agreement between the townships of East and West Bradford on the maintenance responsibilities of the Each Branch Brandywine Trail Bridge.
- In September, the Supervisors adopted Resolution 13-2010 requesting the Chester County Tax Collection Committee to contract for collection of tax other than EIT.
- In October, the Supervisors adopted Resolution 14-2010 in support of renewing Growing Greener.
- In October, the Supervisors adopted Resolution 15-2010 authorizing the new Act 32 tax collector (Keystone Collections Group) to collect the earned income tax effective January 2011.
- In November, the Supervisors adopted Resolution 17-2010 endorsing the Brandywine-Struble Greenway Initiative.
- In December, the Supervisors adopted Resolution 19-2010 resolving that a real property tax shall be levied and collected for the 2011 fiscal year with the tax rate of .071 mills.
- In December, the Supervisors adopted Resolution 20-2010 providing for update to the fees required by East Bradford Township for the conduct of business including subdivision/land development fees and (review) escrows and related proceedings; building permits, zoning fees and reviews, and miscellaneous other administrative fees for services.

The Supervisors adopted two records disposition resolutions in accordance with Act 428 of 1968:

- Resolution 16-2010 (November)
- Resolution 18-2010 (December)

The Supervisors adopted the following resolutions relating to open space (OS):

- Resolution OS1-2010 authorizing application for a grant from the Department of Conservation and Natural Resources for Sykes properties acquisition (March).
- Resolution OS2-2010 authorizing a Conservation Easement on Copeland Park. (April).
- Resolution OS3-2010 authorizing a Conservation Easement on East Bradford Park (April). th

- Resolution OS4-2010 authorizing a Conservation Easement on the Harry Waite Nature Area (April).
- Resolution OS5-2010 authorizing a Conservation Easement on the Jane Reed Park (April).
- Resolution OS6-2010 authorizing a Conservation Easement on the Miner Street Open Space (April).
- Resolution OS7-2010 authorizing a Conservation Easement on the Mt. Bradford Preserve (April).
- Resolution OS8-2010 authorizing a Conservation Easement on the Sconnelltown Park (April).
- Resolution OS9-2010 authorizing a Conservation Easement on the Shaw's Bridge Park (April).
- Resolution OS10-2010 authorizing a Conservation Easement on the Skelp Level Park (April).
- Resolution OS11-2010 authorizing a Conservation Easement on the Sunset Hollow Open Space (April).
- Resolution OS12-2010 authorizing a Conservation Easement on the Paradise Valley Nature Area (June).
- Resolution OS13-2010 authorizing a Conservation Easement on the Sugar's Bridge Nature Area (June).
- Resolution OS14-2010 authorizing a Conservation Easement on Harmony Hill Nature Area (June).
- Resolution OS15-2010 authorizing the acquisition of four parcels of land owned by Ronald E. Sykes, Bernard P. Sykes, and Leatha Nath Trust (December).

## **VI. ENGINEERING**

The Township designed and constructed a drainage project at 1170 Valley Creek Road to remedy an existing drainage problem of approximately 7 years prior. The project consisted of the installation of several roadway inlets and piping to convey drainage from the north side of Valley Creek Road to the south side, diverting it away from the driveway located at 1170 Valley Creek Road.

The Township Engineer and Public Works Department completed confined space training and purchased the necessary equipment to carry out confined space entries within OSHA standards and guidelines.

The Township completed a final draft revision to the current Act 537 Sewage Facilities Plan, scheduled to be adopted in 2011. The general outcome of the update is that the existing sewage planning is adequate and significant changes to the plan are not warranted.

The Township identified the need to increase inspection and maintenance of the existing sanitary sewerage system and embarked on a long term maintenance program to do so, beginning in 2011. The plan will involve a study of the infrastructure, needed repairs and associated costs. The study will include an analysis of fees that may need to be added to the existing sewer bill to replenish the sewer funds to enable completion of current and future repairs/replacement of infrastructure.

## VII. BUILDING

A summary of building permit activity in 2010 is provided below:

	TOTAL NUMBERS	COST OF CONSTRUCTION	COST OF PERMITS	PRIVATE SEWAGE	PUBLIC SEWAGE	HIGHWAY FUND
SINGLE-FAMILY DETACHED	1	\$472,181	\$1,590	\$0	\$0	\$0
SINGLE FAMILY ATTACHED	0	\$0	\$0	\$0	\$0	\$0
MULTI-FAMILY	0	\$0	\$0	\$0	\$0	\$0
COMMERCIAL	1	\$1,525,000	\$2,795	\$0	\$0	\$0
SPRINKLERS	1	\$32,000	\$670	\$0	\$0	\$0
ALTERATIONS/ADDITIONS- RESIDENTIAL	71	\$3,230,363	\$34,335	\$0	\$0	\$0
POOLS	2	\$75,146	\$1,210	\$0	\$0	\$0
GARAGES	1	\$13,100	\$450	\$0	\$0	\$0
OTHERS-DECKS	21	\$239,694	\$3,270	\$0	\$0	\$0
ALTERATIONS/ADDITIONS- COMMERCIAL	4	\$216,574	\$4,580	\$0	\$0	\$0
RETAINING WALLS	1	\$68,568	\$1,850	\$0	\$0	\$0
CONST. TRAILERS	0	\$0	\$0	\$0	\$0	\$0
DEMOLITION	4	\$16,260	\$600	\$0	\$0	\$0
ACCESSORY	14	\$641,836	\$750	\$0	\$0	\$0
TEMPORARY STRUCTURE	0	\$0	\$0			
ACCESSORY- COMMERCIAL	0	\$0	\$0			
<b>TOTALS</b>	121	\$6,530,722	\$52,100	\$0	\$0	\$0

## VIII. PARKS, OPEN SPACE & TRAILS



### Parks

Public Works planted fourteen new trees and nine shrubs at the East Bradford Park. Glackin Thomas Panzak, landscape architectural consultant for the Township, donated a white oak tree which was planted there near the tennis courts on Earth Day, April 22.

East Bradford Park Summer Events: Two movie nights were held with 30 people attending in July and 60 in August. The Cool Cats Swing Band was forced to move inside to the Township Building on July 7 due to rain. The Chester County Lawmen performed classic rock at the park's amphitheater although the concert was delayed a week due to inclement weather.

In 2010, the Park and Recreation Board re-recommended to the Board of Supervisors the adoption of field use fees, which the Board of Supervisors endorsed in December. The fees will take effect in 2011. In recognition of increased demand for fields and tennis courts and because East Bradford Township was the only local government, including the West Chester Area School District, not charging for field use, a flat fee of \$10.00 per hour (plus regular per game and after game maintenance) is to be charged to all organized sports teams for field use and \$12.50 per hour for tennis court use. Fees of \$12.50 per hour for use of the park pavilion for residents and \$25.00 per hour for non-residents were also approved, with a three-hour minimum required for pavilion usage.

The Board of Supervisors approved the Park & Recreation Board's recommendation to grant an exception to permit a one night camp out for Boy Scout Troop 52 at Shaw's Bridge Park in October with an additional one-night camp out in May 2011.

### Trails

East Branch Brandywine Trail; North Segment (Harmony Hill Road north to West Bradford Township) – After six years of planning, design, and construction, the north segment of the East Branch Brandywine Trail opened with a ribbon cutting ceremony on June 25, 2010. East and West Bradford received over \$1.7 million in grant funding for this project. Funds include over \$900,000 from the Federal Highway Administration and PennDOT, over \$735,000 from Chester County, and \$100,000 from the PA Department of Conservation and Natural Resources.



East Branch Brandywine Trail; South Segment (Harmony Hill Road south to Downingtown Pike / Route 322) – Construction on the South Segment began in the spring of 2010 and the trail was paved in late fall. Final site improvements (fencing, benches) will be finished in early 2011.

East Branch Brandywine Trail; Ingram's Segment (from the lower terminus of the southern segment of the East Branch Brandywine Trail south to Skelp Level Road) – The Township began the planning and approval process to extend the paved trail to the parking area on Skelp Level Road. The land through which this trail will pass is owned by PECO and is under a conservation easement held by the Brandywine Conservancy.

Brandywine-Struble Greenway Initiative – The Brandywine Conservancy received William Penn funding to do some preliminary planning along the County-wide Brandywine-Struble Recreation Corridor. This corridor traverses East Bradford adjacent to the East Branch Brandywine Creek. East Bradford will participate in this regional planning effort.

Blue Rock Trail Improvement – Public Works paved the grass area between the Blue Rock trail and St. Finegan Drive to facilitate bike and stroller access to the trail.

Harmony Hill Nature Area:

- Trail construction at the Harmony Hill Nature Area was essentially completed in 2010. Final signage and blazing will be completed in 2011.
- Bud Mauger, an avid volunteer who assisted with many trail projects at the Harmony Hill Nature Area, died suddenly in May 2010. Several cycling groups joined together to erect a memorial in his honor on the property.
- An Eagle Scout constructed a kiosk sign for the Skelp Level Road parking area.

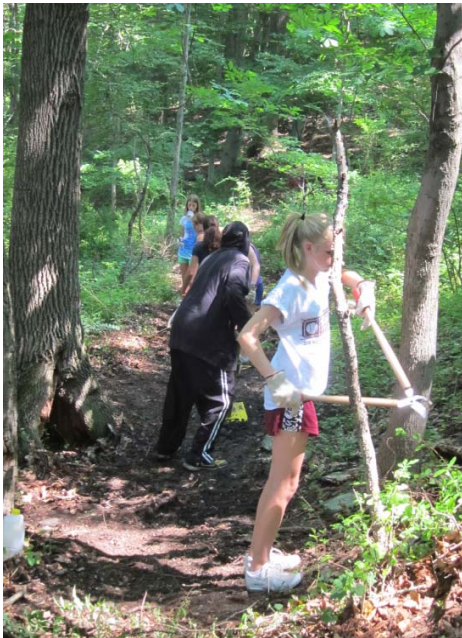


Ingram's Mill Nature Area – The Township paved the Ingram's parking area and provided ADA-accessible parking with funding from the PA Department of Environmental Protection and the Department of Community and Economic Development.

Former JAL Property – The Township established a perimeter trail around the 25-acre property acquired from JAL Partners in early 2010. The Township is working to name the property.

Mt. Bradford Preserve – Natural Lands Trust prepared a stewardship assessment report for the Preserve with grant funding from DCNR. The Township will use the report to identify management tasks, prioritize projects, and allocated funding.

Paradise Valley Nature Area – In July, Mandie Cantlin worked with the Paradise Farm Camp's teen group to do a trail construction project (rerouting a poor section of trail). Teens helped to clear, build, and blaze the new trail.



Sconnettown Park and Mt. Bradford Preserve – Site planning was completed for the Mt. Bradford Preserve as well as a conceptual trail to connect the Preserve and Sconnettown Park. To better affect this trail connection, the Township is working to take Sconnettown Road back from PennDOT. Advisory boards and committees will review the site planning in 2011.

West Goshen Connection – East Bradford and West Goshen Township completed a small connection between the municipalities – between Kenmara Drive and Weldon Drive.

Boundary Demarcation – Over the next few years, the Township will formally mark the boundaries of its properties with carsonite markers. This process began in 2010 with the demarcation of the 240-acre Harmony Hill Nature Area.

### **Open Space**

JAL Acquisition – The Township acquired 25 acres from JAL Partners in January 2010. The tract is located at the intersection of Skelp Level and Harmony Hill Roads. The consideration for the acquisition was \$1,500,000.00. Upon acquisition, the Township established a mowed trail around the perimeter of the property and continued to lease it for hay production.

Sykes Acquisition – After 7 years of off-and-on negotiation, the Township signed an agreement of sale to purchase the 95.8-acre Sykes tract located at the intersection of Allerton and Bridge Roads at the confluence of the east and main stems of the Brandywine Creek. The consideration for the acquisition was \$3,752,500.00. DCNR awarded a grant for a portion of the acquisition in the amount of \$248,000.00. Settlement is scheduled to occur on or before April 14, 2011.

Conservation easements on Township lands – The Township worked with North American Land Trust for almost 2 years to place 13 Township parks and open spaces – totaling over 500 acres – under conservation easement. This project was completed in July 2010.

Memorandum of Understanding with Natural Lands Trust – The Township worked with NLT throughout 2010 to develop a memorandum of understanding to clarify each entity's role in conservation easement enforcement.

Appraisal guidelines – The Township reviewed and updated its appraisal guidelines.

## **IX. ROADS & PUBLIC WORKS**

The Public Works Dept. secured bids for the replacement of existing 500/500 gallon diesel/gasohol tank with a separate 1500 gallon diesel and a 500 gallon gasohol tank on the prepared pad next to the salt shed.

The Township utilized the Pennsylvania electronic document and bid management program, PennBid, for its road program bids and fuel tank upgrade for 2010.

The Board of Supervisors authorized Township staff to submit an official request to PADOT to prepare proposals for the turn back of Sconnettown Road and Price Street.

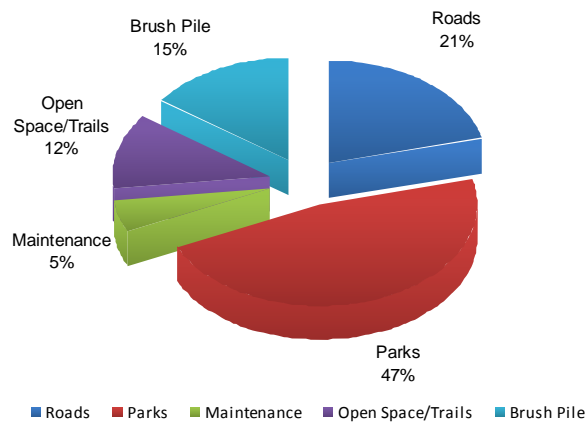
The Township received a \$13,561.00 Winter Maintenance Expense Grant Reimbursement from FEMA for expenses incurred during a declared snow emergency in February.

Sunset Hollow Road (between Copeland School Road and Valley Creek Road) underwent full-depth recycling in August.

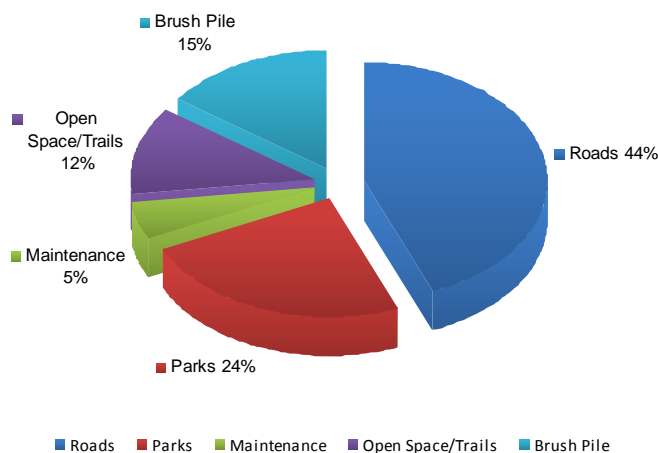
The Public Works Dept. patched two sections of Copeland School Road (State road) due to the deteriorated state of the cart way and the inability of PADOT to perform timely repairs.

The Director of Public Works prepared the following two pie charts to inform the Board of Supervisors and Township staff of the percentages of time the Public Works Dept. spends on their various responsibilities and how these change with the seasons. This became an important tool contributing to the need to modify the brush pile services at the Township and an indicator of possible future staffing needs given the Township's ongoing acquisition of trails and park land.

**Public Works Dept. - Spring / Summer Work Distribution**



**Public Works Dept. - Fall / Winter Work Distribution**



## X. MUNICIPAL SERVICES

Green Start Inc. collected approximately 511+ bags of roadside litter in 2010. The Supervisors entered into a municipal agreement for East Bradford residents to use the West Bradford Township Composting Site at 2020 W. Strasburg Road for brush and leaf recycling in response to the November 30 closing of the brush drop-off at East Township's municipal campus. The drop-off was closed due to an overabundance of brush not only from residents, but from non-residents and commercial vendors requiring the Public Works Department to spend 15% of their work time chipping the brush. This one-year agreement will be reviewed at the end of 2011.

East Bradford Township supervisor, Tom Egan, presented the West Chester Police Department with a plaque in appreciation of their 20 years of service at a special ceremony at the Borough Hall of West Chester in September. The WCPD currently provides 24/7 services including dispatch, patrol officers, detectives, speed patrols, accident investigation, administration and records, along with enforcement of state laws and local ordinances.

After review of existing fire department districts within the Township and to promote better response time, effective January 1<sup>st</sup>, the Township entered into an agreement with the Downingtown Fire Department to act as the primary responder for the section of the Township north of and including Harmony Hill Road.

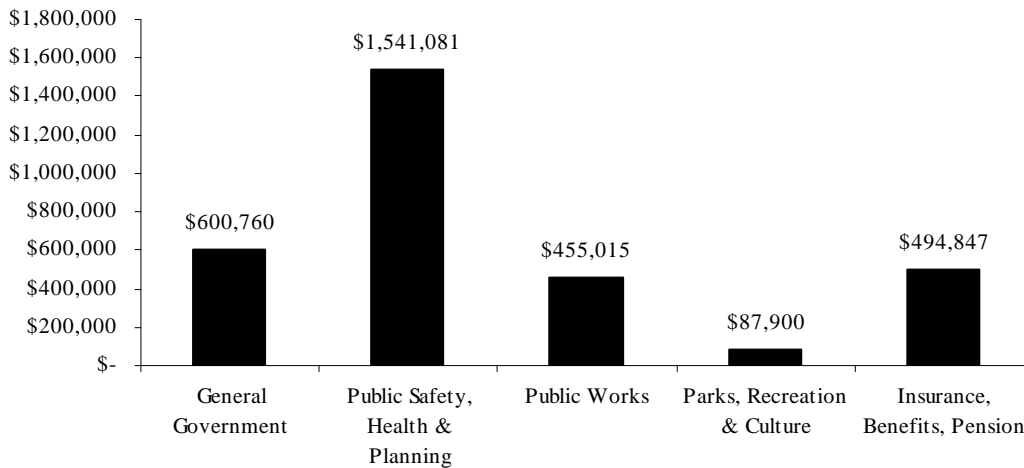
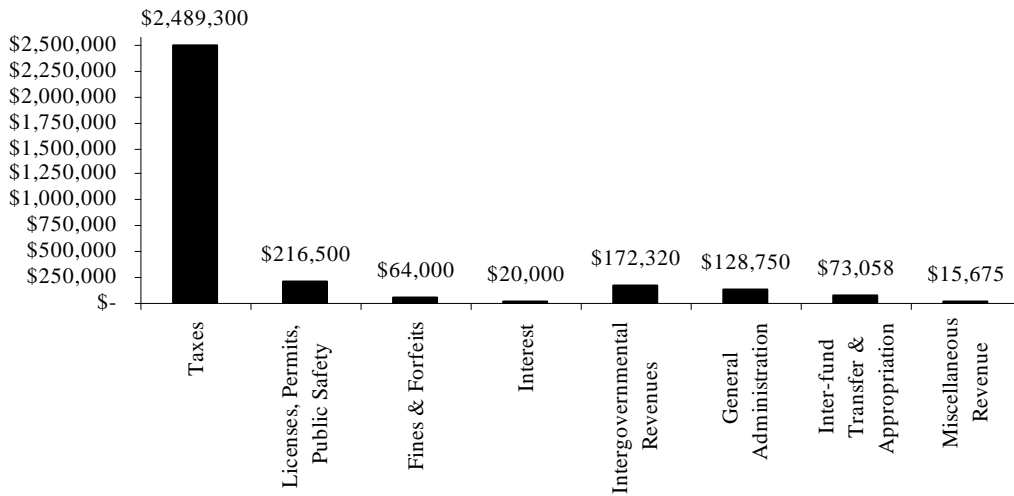
## XI. 2010 BUDGET

The East Bradford Township Board of Supervisors approved the 2010 Budget package at its December 8, 2009 meeting. The 2010 Budget actually consists of six (6) distinct budgets – General, Sewer, Highway, Liquid Fuels, Capital Reserve, and Open Space

The **General Fund** represents the principal operating fund for the Township (including police and fire protection, parks, trails and recreation, planning and zoning, codes enforcement, engineering, public works (roads), legal, administration, and litter control). The 2010 General Fund preliminary budget is balanced and includes the maintenance of all current (2009) service levels including police, fire and emergency services, road maintenance, roadside litter control service, and a 0% employee uniform wage adjustment (with no change in the current staffing level). The base contribution to the Capital Reserve Fund is decreased for 2010 (pending a final contribution review at the end of 2010 and dependent upon budget performance). The employee pension plan minimum required contribution, the police services agreement with West Chester Borough, and employee health insurance premiums represent the three most significant expense increases for 2010 while most other expense items either remain unchanged or have been decreased. General Fund budgeted receipts for 2010, netting out the appropriation (of \$28,333) from the prior year carry forward fund balance, indicates an estimated decrease in revenues of -3.6% while 2010 General Fund expenditures is estimated to decrease -0.7% compared with 2009. In recent years, the General Fund performance (actual revenues compared with actual expenditures) is affected substantially depending upon the amount of the contribution from the General Fund to the Capital Reserve Fund. The Board of Supervisors agreed to fund the Capital Reserve for 2009 in the amount of \$250,000.

BUDGETED REVENUES	
Taxes	\$ 2,489,300
Licenses, Permits / Public Safety	\$216,500
Fines & Forfeits	\$64,000
Interest	\$20,000
Intergovernmental Revenues	\$172,320
General Administration	\$ 128,750
Inter-fund Transfer	\$ 73,058
Miscellaneous Revenue	\$15,675
<b>Total Revenues</b>	<b>\$ 3,179,603</b>

BUDGETED EXPENDITURES	
General Government	\$600,760
Public Safety, Health & Planning	\$ 1,541,081
Public Works	\$ 455,015
Parks, Recreation & Culture	\$87,900
Insurance, Benefits, Pension	\$ 494,847
<b>Total Expenditures</b>	<b>\$3,179,603</b>



The **Sewer Fund** is a utility fund established to provide public sewer service to over 1,100 customers in the Township through an inter-municipal agreement with the Borough of West Chester. The Sewer Fund includes both an operating account and a capital reserve account, which should be considered before assessing annual fund performance. The 2010 Sewer Fund includes another increase in sewer user fees (10%) based upon an October 2009 notice from the Borough of West Chester. The increase marks the third consecutive year of user

fee increases and is related to both increased cost of wastewater treatment and capital replacement / upgrade funding. There is no increase in related Township fees to sewer customers planned for 2010.

The **Highway Improvement Fund** is a proprietary fund established for design and construction of road improvements in the Township. The Highway Improvement Fund generally functions as a capital improvement and contingency fund for roads and related infrastructure. Revenues are derived from developers' contributions. In recent years, with less development activity, the fund balance is decreasing.

Receipts for the **State Liquid Fuels Fund** are provided by the Commonwealth of Pennsylvania from (gas) tax disbursed annually to all municipalities. The receipts are based upon Township road miles and population. Use of the fund is limited to road maintenance/reconstruction and related equipment purchases. The Board of Supervisors authorized road maintenance and related projects for 2010 based upon an October 2009 road inspection and discussion with staff. The most significant project is the reconstruction of a substantial portion of Sunset Hollow Road. The Township was notified by PADOT in October that the liquid fuels annual allocation from the Commonwealth is to decrease for the second consecutive year due to declining fuel tax receipts and the economic conditions.

The **Capital Reserve Fund** is comprised of appropriated monies that are used for capital projects, major equipment purchase/replacements, etc. This fund serves a complementary function to the General Fund together with the Five Year Capital Reserve Schedule for longer term replacements and improvements planning. Capital Reserve funded projects for 2010 include the public works garage expansion project, completion of the Brandywine Trail (north and south segments), advancement of recreational improvements at the Sconnelltown and Schramm sites, and active recreation improvements' planning for the Skelp Level Road site.

Finally, the **Open Space Fund**, established in 1999, is funded from the open space preservation tax ( $\frac{1}{4}$  of 1% on earned income) pursuant to PA Act 153 (Open Space Preservation Act). Expenditures are restricted to acquisition of interests in real property and costs associated with these activities. The Open Space Fund represents the only source of Township debt at this time. The Open Space Fund Budget for 2010 was carefully reviewed by the Supervisors to establish realistic spending estimates and priorities.

Copies of the budget are available at the Township. Any budget questions should be directed to Michael Lynch, Township Manager.

## **XII. MISCELLANEOUS**

### **East Bradford Day 2010**

The sun shone bright at the 6<sup>th</sup> annual East Bradford community day at the Brandywine Picnic Park. Hickory House Catering offered a delicious variety of foods with the Township subsidizing expenses through active sponsorship fundraising.

Antique cars and tractors lined the way along with a special display from the West Chester Area Response Team and the Good Fellowship Ambulance. New exhibitors were three Community Supported Agriculture groups (CSA's) displaying the home grown products they produce and

sell. A live bee display from the Chester County Beekeepers enthralled young and old as well as the hands-on storm water display by the Environmental Advisory Council/Brandywine Valley Assoc. Paddle boating on the Brandywine, miniature golf, amusement rides and the Moon Bounce entertained as well, along with the rock climbing wall, the Giant Purple Slide and water balloon catapults. The trolley ride circling the park was a favorite pastime.

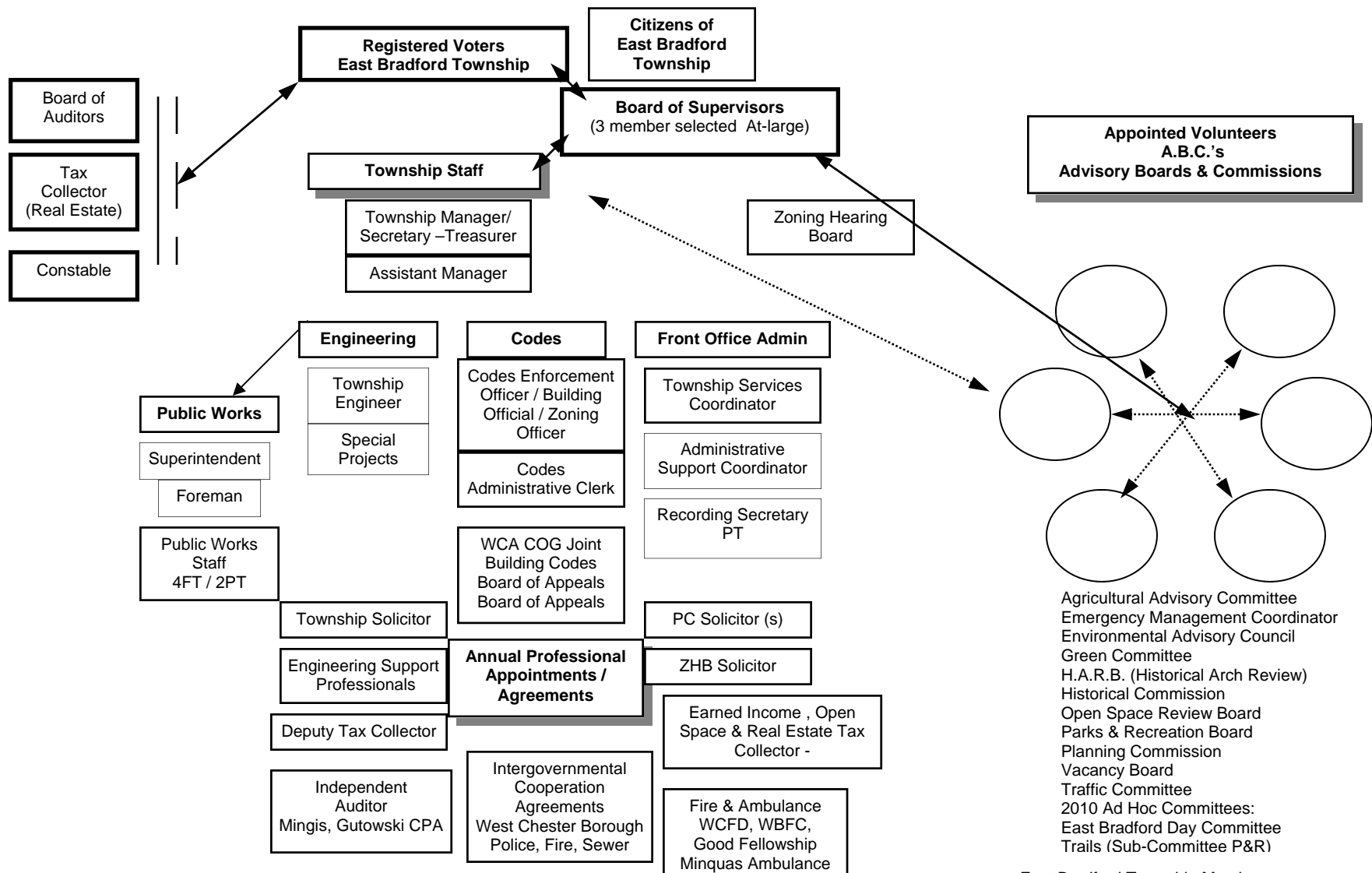
Perhaps the highlight of the day was the pie eating contest where determined youth gobbled down delicious, Shady Maple, 6-inch banana, coconut, and chocolate cream pies decked with whipped cream. It was a sight to behold eliciting laughter and cheering. The East Bradford Supervisors selected several winners whose prize consisted of a portion of the entrance fee. The remainder of the proceeds was deposited into the East Bradford Day Art Scholarship Fund.



Barbie Johnson, resident artist, presented the new limited edition print of Gibson's (covered) Bridge alongside other local artists' artwork and beautiful crafts. Music was provided by Philip Jamison's hand organ, the McGrath Brother's blue grass, the singing of Dana Lee & Howie, and rock and roll from the Alligator Hill Band.

Once again East Bradford residents gathered together to enjoy a special September Saturday.

# TOWNSHIP ORGANIZATIONAL CHART – 2010



The Board of Supervisors, at its Organization in January, appoints citizen volunteers to the boards and commissions and professional staff including Manager, Treasurer, Secretary, Codes Enforcement Officer, Zoning Officer, Deputy Tax Collector, Public Works Superintendent, Engineer and Solicitors and other professional support consultants. There is no hierarchy among the A.B.C.'s; these bodies routinely coordinate but report to and advise the Board of Supervisors.

- East Bradford Township Member:**
- West Chester Area Council of Governments
  - West Chester Regional Planning Commission
  - PA State Assoc. Twp. Officials (PSATS)
  - International Codes Council (frmlly BOCA)
  - Brandywine Valley Association
  - Brandywine Conservancy
  - Natural Lands Trust
  - West Chester Fish, Game & Wildlife Assoc