

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester County, PA held a work session May 09, 2013 in the Township Building, 666 Copeland School Road, West Chester, and Chester County, PA 19380-1822.
Public Notice of the 2013 East Bradford Township Board of Supervisors public meeting schedule advertised in the Daily Local News 12-28-12.

Supervisors present were: Vincent M. Pompo, Esq., Thomas A. Egan and John D. Snook
Supervisors not in attendance: All present

Staff / Township Professionals in attendance:

- Michael P. Lynch, Township Manager/Secretary-Treasurer
- Amanda M. Cantlin, Township Asst Mgr
- Mark J. Lucas, Township Engineer
- John P. Carroll, Public Works Foreman

Staff NOT in attendance:

- Brenden L. Beaumont CEO / Zoning Officer
- Tenley Adams, Services Coordinator
- Nancy F. Holland, Admin Support Coordinator
- Township Solicitor Unruh, Turner, Burke & Frees - Ross A. Unruh, Esq.

Also in attendance Advisory Boards and Commissions (ABC's):

- Historical Commission Chair – Mary Sue Boyle

Others / Residents / Citizens in attendance:

None.

The work session commenced at approximately 12:03 P.M.

**EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS
Thursday, May 09, 2013, 12:00 P.M. AGENDA**

Upcoming meeting schedule:

May 09, 2013, Thursday	12:00 P.M. - BOS regular work session
May 14, 2013, Tuesday	06:00 P.M. - BOS pre-reg work session
May 14, 2013, Tuesday	07:00 P.M. - BOS regular meeting
May 14, 2013, Tuesday	07:00 P.M. - Public Hearing -- Ciccarone SD# 606
June 06, 2013, Thursday	12:00 P.M. - BOS regular work session
June 11, 2013, Tuesday	06:00 P.M. - BOS pre-reg work session
June 11, 2013, Tuesday	07:00 P.M. - BOS regular meeting

Public Comment: Discretion of BOS
No public comment received / offered at this time.

Executive Session: Discretion of BOS -- Real Estate / Legal / Personnel
The Board of Supervisors convened an Executive Session during the work session (from 12:42 P.M. to 01:28 P.M. to discuss real estate and legal matters. All Supervisors were in attendance together with Township Staff.

Priority / Action Items: None at this time

Presentations Briefings: None at this time

Discussion / Briefing Items:

A. **Budget / Finance 2013-2014 – May Report**

1. Series 2013 Bond Issue – appointment of professionals

Chair Pompo discussed action by the BOS to authorize a bond issue to refinance existing (variable rate) open space debt (currently with DVRFA) and additional new general obligation debt for the construction of a new Public Works storage building.

Upon discussion, the BOS agreed that more time was necessary to evaluate updated construction estimates (received 05-09-13) for the construction of a new Public Works storage building and therefore agreed to defer action to authorize the 2013 Bond Issue.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to engage the bond legal counsel services of Stradley Ronon, Michael E. Roynan, Esq., and accept their (05-08-13) proposal to serve as Bond Counsel in the transaction for a fee estimate of \$15,000 and a not to exceed quote of \$20,000 (plus disbursements including legal notices).

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve

an Escrow Agent / Paying Agent / Transfer Agent Fee Schedule Agreement with U.S. Bank.

Twp Mgr Lynch will apprise Boenning & Scattergood and Stradley Ronon of the decision of the BOS to take more time to evaluate the Public Works project before proceeding to authorize the 2013 Bond Issue.

2. Authorize ordinance & public notice for adoption hearing – incurring non-electoral debt w/ general obligation bonds

Based upon the above (See A.1.) decision of the BOS, action on this item was deferred.

3. Budget 2014 – June 2013

Twp Mgr / Treasurer Lynch reported a tentative schedule to submit a draft Preliminary 2014 General Fund and Capital Reserve Fund Budget to the BOS in June. A notification for budget request and schedule also is planned for transmittal to the ABC's and Staff in June.

B. Public Works – May Report

1. Public Works Facilities Improvements – design / estimated cost update; HR Impact Study

PW Foreman Carroll updated the BOS on the progress of the planning / design with Masano Architects Group. An updated cost estimate (05-09-13) was distributed to the BOS for review. The estimate substantially increased from the preliminary cost indications and will require further vetting and review with Masano Architects Group. Mr. Carroll indicated that one factor for the increased cost is the increased square footage of the building from 7,460 sq. ft. (04-03-13) to 9,050 sq. ft. (05-09-13). PW Foreman Carroll is to schedule meeting time with the architect to thoroughly review the cost estimate including an estimate of \$264,000 for work to be performed by the Township.

The BOS agreed to continue discussion of this matter at the Pre-reg meeting work session.

2. Road Program 2013 – update – paving completed

PW Foreman Carroll reported only stop bar installation (thermo-plastic) and center line reflectors on Valley Creek Road remain for completion of the principal 2013 road maintenance projects.

The BOS expressed its satisfaction with the execution of the road maintenance.

3. Road Closures - Creek Rd Bridge (PADOT—road closed May 01 to June 30) / Boot Rd (AMTRAK, east of Quarry Rd May 20 to June 30)

The BOS discussed the road closures and detours (posted on the Township web site www.eastbradford.org) and requested Twp Staff to contact the WCPD to request coordination with West Whiteland Township Police with particular regard to the Boot Road detours and traffic enforcement.

C. Codes & Enforcement – May Report

1. Conditional Use – Major Home Occupation – 507 Natalie Drive – Decision pending (due 05-23-13)

The BOS acknowledged receipt of a draft Decision prepared by the Township Solicitor.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve a Decision and Order, as revised per comments of the Board of Supervisors, for the Application of Mark Quimet for a conditional use pursuant to Section 115-48 and Section 155-77 of the East Bradford Township Code to have a Major Home Occupation at this property located at 507 Natalie Drive.

D. Planning / Land Developments – May Report

1. Ciccarone, SD # 606 (hearing continued to 05-14-13) - update hearing status

Twp Staff updated the BOS on the progress of the Applicant to submit documentation related to the project (including the existing bridge). Chair Pompo inquired whether the Township was prepared for the hearing. Upon discussion it was indicated that the scheduled hearing is to proceed Tuesday (05-14-13) with the Applicant to present its application and that a second hearing appears likely for the Township to present testimony from the Planning Commission and its professionals.

2. 2013 Code Amendments

This item not discussed.

Asst Mgr Cantlin reported that the prior year code amendments currently are being codified by General Codes and should be available before the end of June.

E. Organization – May Report

1. Parks & Rec Board Appointment terms (for 2 new members)

Twp Mgr Lynch reviewed with the BOS a recommendation for length of terms for the two new members appointed by the Board of Supervisors in April with the objective of continuity and even distribution of the term expiration schedule.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Twp Mgr and appoint Bradley Titus to an initial term on the Parks & Recreation Board

to 12-31-15 and Anthony Blanco to an initial term on the Parks & Recreation Board to 12-31-16

2. ABC Chair Meetings – follow-ups from 04-30-13 meeting; next meeting 07-16-13
Supervisor Snook offered to attend the next scheduled meeting.

3. Art Scholarship Committee – fund-raising idea

The BOS considered a suggestion from the Committee to prepare and publish an (art) 2014 calendar for sale with proceeds used to support the Art Scholarship Fund. The BOS requested a schedule for the project and emphasized the importance to publish the calendar and market its sale no later than October.

F. Parks & Recreation Board – May Report

1. Township / WCASD Coop Field – recommendation (04-24-13) – commence permit / cost engineering

Upon discussion, the BOS agreed the P & R Board proceed to prepare a scope of work, schedule and estimates for budget consideration by the BOS.

2. Brandywine Farm OS / Starr Farm OS – recommendation (04-24-13) – explore dog park feasibility / cost

Upon discussion, the BOS agreed that both locations - Brandywine Farm OS / Starr Farm OS – preliminarily would appear suitable. The BOS commented that provision of improvements for dogs at these open space locations would have the benefit of mitigating the history of dog-related issues at existing parks (Shaw's Bridge, East Bradford Park). The BOS agreed that the P & R Board explore and develop a sketch plan to locate the facilities, scope of work and detailed estimates for budget consideration by the BOS.

Chair Pompo also suggested that Natural Lands Trust be contacted to discuss the potentially positive benefit these Township recreational improvements could have with regard to the Stroud Nature Preserve (and issues it has experienced with dogs) and to seek the support of NLT (i.e., Friends of...)

3. Sugar's Bridge NA – recommendation (04-24-13) to restore water flow to pond for recreational fishing

Upon discussion, the BOS agreed that the Township should complete the Stewardship Plan for Sugar's Bridge NA (scheduled with NLT for late 2013) before making any decision on restoration of a pond at this location. Asst Mgr Cantlin indicated availability (or lack thereof) of parking also should be an important consideration.

The BOS agreed, in the interim, that the P & R Board should explore other ponds for potential recreation use including Mt. Bradford Preserve and the Brookworth Road pond.

G. Historical Commission – May Report

Commission Chair, Mary Sue Boyle, was in attendance to address the BOS.

1. CCHPN – funding / event support request – Historical Walk event 08-22-13

Chair Boyle provided an overview of the scheduled event indicating potential for 250-350 participants. The BOS agreed to authorize use of Historical Commission budgeted funds to host the event including traffic control and beverages / snacks (estimated @ \$500).

2. Demolition by Neglect – 2013 Annual Report

The Historical Commission prepared and submitted its annual review 04-19-13 with five (5) properties: HR #139 – Rowan Barn / Strode's Scrapple Factory; HR #3 – Giorgiani Farmstead; HR #155 & 156 – Lenat property; HR #114 Edward James Farmstead; and, HR ___ - Sykes Barn.

Each of the subject properties were discussed including the condition of the structures and current circumstances of the property owners.

3. Brandywine Battlefield Preservation Study – update

Chair Boyle indicated that the Study appears to be driven by Heritage Tours tourism which may have undesired impacts on the Township (traffic, signage) including 'gateway' stops (one identified at the Strode's Scrapple Factory property (Birmingham Road and Route 52). The County has provided funding for the Study. Chair Boyle indicated the economic beneficiaries would be the owners of the Battlefield.

Mr. Snook provided historical background (of the actual battle) and indicated that the Study also is intended to improve the interpretive education of citizens toward the long term preservation of this Revolutionary War battlefield area which was the site of one of the largest troop assemblies of the entire war.

Upon inquiry from Chair Pompo, Ms. Boyle indicated the end product of The Plan will be presented to the Township for endorsement. Chair Pompo also inquired as to the relationship of Brandywine Battlefield Preservation Study to the Chester County Bicycle and Pedestrian Plan (in final stages of preparation). Chair Boyle stated she would keep the BOS informed as to the progress and issues related to the Study.

4 CCHPN 2013 Award - Historic Preservation by a Municipality

The BOS agreed that members of the Historical Commission should be permitted to attend the awards presentation dinner as their schedule may permit.

5. Chair Boyle requested the BOS consideration to provide additional storage space for the Historical

Commission records and that perhaps the planned PW storage facility might be able to provide a storage room.

It also was suggested that the 'teacher's room' in the Copeland School might be a suitable location to dedicate

for this purpose.

H. Engineering – May Report

1. W.C.U.(SD# 610)– Escrow Release # 8 in amount \$361,211.91; Remaining Balance \$1,066,417.40
Twp Engineer Lucas referred the BOS to an Escrow Release recommended for approval by Mr. Lucas -- Release # 8 in the amount of \$361,211.914 erosion control, for site prep / earthwork, paving / concrete, landscaping / hardscaping, lighting / electric and surveying.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Twp Engineer and approve Escrow Release # 8 in the amount of \$361,211.91 for W.C.U. SD# 610.

2. Park Place – Public Dedication Sewer Easement (Resolution) and acceptance of Declaration of Emergency Access Easement

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt a Resolution (#09-2013) to accept the Deed of (Dedication) Right of Way for Park Place from Park Place Investments LLC (Developer)

3. Highland Road / Strasburg Road Intersection Review – update / mtg w/ PADOT

Twp Engineer Lucas indicated he was having difficulty scheduling the meeting with PADOT and the State elected representative (Se. Dinniman, Rep. Truitt, Rep. Ross). The BOS suggested the meeting date be scheduled with PADOT and Twp Staff and then to notify the State representatives.

4. CCHD – Notice (04-19-13) of Sewage Violation

Twp Engineer Lucas reported that the property owner has responded to the Notice from the CCHD and repaired the system and pumped the septic tank.

Chair Pompo requested the Township obtain written documentation from the CCHD that the matter is resolved.

I. Open Space & Trails Planning/Programs – May Report

The BOS discussed various open space matters in Executive Session (See Page 1 above).

1. Township-held conservation easements

Asst Mgr Cantlin updated the BOS with responses to proposals from NLT and NALT and indicated, due to the age of the easements that they likely would need to be completely rewritten which would be costly and could compromise the Township interests.

The BOS agreed to not take action on the matter at this time.

2. Brandywine Trail – Ingram's segment – recommendation (04-25-13) obtain traffic engineering proposals

Asst Mgr Cantlin shared with the BOS the interest of the Trails Committee to establish a trail link from Ingram's Mill NA to Stroud Nature Preserve.

A major challenge is identifying a trail crossing along Strasburg Road (PADOT) and whether a trail crossing could be designed to meet the PADOT standards for a permit.

The BOS agreed for Twp Staff to contact McCormick Taylor Traffic Engineers to discuss the matter and determine whether investment in a traffic engineered design would be prudent.

J. Traffic Committee – May Report

1. Trail Crossing – Skelp Level Road – recommendation (04-18-13) to proceed with installation

The BOS agreed with the recommendation.

2. Rosedale Avenue Corridor Study – update

This item not discussed.

K. Township Staff / Operations / Services – May Report

1. Records Retention – adopt records disposal resolution

Asst Mgr Cantlin described the municipal records recommended for disposition on the current resolution.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt a Resolution (No.10-2013) for the Destruction of Specific Records (indicated in the Resolution) in accordance with the schedule and procedures set forth in the Municipal Records Manual as promulgated by the PA Historical and Museum Commission (PHMC).

2. 'Cloud' transition / next steps (BOS access, toward paperless)

Asst Mgr Cantlin updated the BOS on the progress to transition the Township office from on-site network servers to remote facilities managed by others (InterMEDIA).

3. Cable Franchise Renewal (Agreement expires 12-19-2014) – update from mtg w/ Comcast reps 03-20-13

This item not discussed.

- L. **ZHB** – May Report – Pending applications / decisions / appeals
1. AT&T – variance relief - increase height existing antennae – BOS neutral (no) position – Decision 04-29-13 – relief granted
 2. 1st WCFC – Variance relief – hearing 03-25-13, BOS support for relief; Decision 04-22-13 – relief granted w/ conditions
 3. Chester County Art Assoc – Variance relief; BOS support for relief; Decision 03-25-13 – relief granted
 4. Earyes – Appeal EN w/ Validity Challenge (01-24-13) re: solar array glare – hearing ON HOLD; BOS discussed 02-07-13
- M. **Emergency Services** – May Report
1. WCPD for EBT monthly briefing / report – WCPD Chief Scott Bohn
The BOS acknowledged receipt of the May Report (for April 2013).
 2. WBFC – fire services proposal
Twp Mgr Lynch briefed the BOS on a recent meeting with WBFC President Tom Purdue.

Other Items:

None discussed.

The meeting ended at approximately 02:48 P.M.

Michael P. Lynch, Township Secretary