

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester, County, PA held a Pre-Regular Meeting Work Session on October 08, 2013 in the in the McCardle Meeting Room in the Township Building, 666 Copeland School Road, West Chester and County of Chester, 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:

Vincent M. Pompo, Esq., Chair
Dr. Thomas A. Egan, Vice-Chair
John D. Snook, Supervisor

Supervisors not present: All present.

Staff / Professionals in attendance:

Township Manager Michael P. Lynch
Assistant Manager Amanda M. Cantlin
Township Engineer Mark J. Lucas
Township Codes Enforcement Officer Brenden L. Beaumont
Public Works Foreman John P. Carroll

Not in attendance:

Township Services Coordinator Tenley F. Adams
Township Solicitor – Unruh, Turner, Burke & Frees – Ross A. Unruh, Esq.

Also in attendance (ABC's):

None in attendance.

Others / Citizens / Residents in Attendance *(and those noted below in the body of the Minutes):*

None in attendance.

The work session commenced at approximately 06:06 P.M.

The purpose of this regularly scheduled public work session was to discuss ongoing Township business

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS

TUESDAY, October 08, 2013, 06:00 P.M.

(Pre-regular Mtg) Work Session Agenda

i. **10-08-13 Regular Mtg Agenda Summary:**

Public Hearing –	Zoning Amendment – municipal campus Cond'l Use – Ciccarone (riparian buffer)
Presentations –	None this period
Treasurer –	September 2013
Subdivision / Zoning –	East Bradford Township SD# 623
Escrow –	None this period
Other Business –	Bills to Pay – October 2013

Executive Session – BOS discretion (legal, real estate, personnel)

Executive Session

The Board of Supervisors did not convene an Executive Session during this Pre-Regular Meeting..

Public Comment –

None received / offered at this time.

Discussion Items –

A. Budget 2014 – Budget Work Session scheduled Monday, October 21, 2013, 06:00 P.M.

The BOS agreed to maintain the 10-21-13 scheduled budget work session.

Twp Mgr Lynch updated the BOS indicating that alternate discussion draft budgets for the General Fund and Capital Reserve Fund were distributed today for Board review prior to the work session.

Mr. Lynch reported the Township employee health insurance renewal rate with PMHIC (and United Healthcare) for 2014 did not increase.

B. Ciccarone, SD # 606 – Conditional Use

The BOS discussed the pending public hearing (following the conclusion of this meeting) and the status of the application and plan review.

- C. W.C.U. (SD# 610) –
- a. Escrow Release #12 (FINAL) in amount \$374,075.48; Remaining Balance \$0
 - b. Contingency Bond Release (\$360,840)
 - c. Maintenance Bond (\$431,544.60) – approve / adopt Resolution

Twp Engineer Lucas reported the escrow releases and maintenance bond documents have been reviewed by Twp Solicitor Unruh and are in good order.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Township Engineer and Township Solicitor to approve a Final Escrow Release #12 (FINAL) in the amount of \$374,075.48 for W.C.U. (SD# 610).

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Township Engineer and Township Solicitor to approve and release a Contingency Bond in the amount of \$360,840 for W.C.U. (SD# 610).

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Township Engineer and Township Solicitor to approve a Maintenance Bond in the amount of \$431,544.60 and adopt an authorizing Resolution (# 20 of 2013). for W.C.U. (SD# 610).

D. Road Program 2013 - .curb replacement maintenance – review / approve quotation(s)

PW Foreman Carroll reviewed a quotation for curb replacement with the BOS indicating the Dan Malloy Paving, Inc. quotation for \$12,000 includes road restoration in the amount of \$2,600. Mr. Carroll indicated Township Public Works will complete the restoration in-house effectively lowering the quotation for work to \$9,400 (2013 Budget \$10,000) and below the Procurement Law threshold of \$10,000 for quotations or bidding. Mr. Carroll reported discussion with West Bradford Township where similar work was performed recently by another contractor for an equivalent cost. Mr. Carroll reported the curbing replacement is along Allegiance Drive and has structurally failed (not cosmetic).

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Township Public Works Foreman and authorized acceptance of the quotation for Malloy Paving, Inc. to replace approximately 200 linear feet of concrete curb for the (net) quoted cost of \$9,400.

E. Brandywine Farm Dog Park – design / planning

Asst Mgr Cantlin discuss the status of the proposed project with the BOS and requested BOS authorization to proceed with preliminary engineering to prepare a plan for submission to PECO.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve an engineering proposal from Gilmore Associates in the not to exceed amount of \$10,250 to prepare plans and submission and related engineering to permit / design a dog park facility on the Township open space Brandywine Farm and that a not to exceed amount of \$3,000 be so authorized for expenditure in 2013 for this engineering project.

F. 2014 Stewardship Reports – award proposal

Asst Mgr Cantlin referred the BOS to a Proposal for Stewardship Plans for Copeland Park, Shaw's Bridge Park and Sugar's Bridge Nature Area from Natural Lands Trust (09-12-13) in the amount of \$11,440 for all three Township properties. Ms. Cantlin also referred to a reply from the Brandywine Conservancy (09-25-13) also requested to submit a proposal. The Brandywine Conservancy declined to submit a proposal, with apology, due to excessive workload and staff shortages.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted 2-0 with Chair Pompo abstaining (provides occasional legal services to NLT) to accept the recommendation of Township Asst Mgr Cantlin and authorized acceptance of the Natural Lands Trust proposal of 09-12-13 to prepare Stewardship Plans for Copeland Park, Shaw's Bridge Park and Sugar's Bridge Nature Area

from Natural Lands Trust in the amount of \$11,440 and to be included in the 2014 Budget.

- G. NLT request to extend Giorgiani (Paladino) property clean-up through 2014
The BOS discussed a request (09-25-13) from the property owner to NLT seeking a time extension to complete the property clean up until the end of 2014 (not the beginning of 2014 as previously agreed to by NLT). Natural Lands Trust, in recognition of the substantial clean-up effort that already has occurred, has communicated it is inclined to accept the request provided the Township concurs.
On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to concur with Natural Land Trust's recommendation to extend the clean-up period to December 2014 for the Giorgiani / Paladino property.
- H. Public Works Facilities Improvements – bid document Addendums
PW Foreman Carroll reviewed the status of the bid process and plans with the BOS including Addendum # 1 & # 2.(to the bid documents. Addendum # 2 ensures that a specification for structural material / design is the standard (not an 'equivalent' manufacturer per se).
The bids are scheduled for opening 10-18-13 and consideration to award the bids at the 11-12-13 Regular BOS meeting.
- I. Codes Enforcement – October report
CEO Beaumont updated the BOS on the status of several enforcement matters.
- J. Fire Services Agreements – WCFD renewal / WBFC proposal
The BOS discussed the status of the negotiations and proposals. With particular regard to West Chester Borough (Fire Department) Agreement renewal, the initial proposal cost has been revised (decreased) based upon comment from East Bradford Township and regarding the capital equipment schedule. The revised cost to the Township, fixed annual over the 5-year term, decreased from \$197,058 to \$182,795 or \$14,263 annually. Twp Mgr Lynch also confirmed that property tax assessment, used to determine the allocated cost among the participating municipalities, does include the reduced tax assessment valuations for all properties with Act 319 / 515 designations.

The BOS agreed to consider action on the Fire Services (renewal) Agreement at its November meeting.

The BOS requested similar support documentation from WBFC for its pending proposal to the Township similar to that provided by West Chester Borough and as related to operating expenses and capital equipment schedule. The BOS agreed that Fire Relief funding allocation should not be included in any agreement as the fire relief association is independent of the fire company.
- K. Rte. 52 / Edgemill Way traffic review – update
Twp Engineer Lucas updated the BOS indicating that Township engineering consultant, Gilmore Associates, is preparing a cost estimate for the Township to consider various options for addressing the traffic concerns and preparing a submission to PADOT.
- L. Chester County Act 167 Plan – review / comment draft ordinance amendments
CEO Beaumont and Twp Engineer Lucas updated the BOS on the status of the draft ordinance indicating all revisions / comments of the BOS have been incorporated. Mr. Lucas reported a section related to simplified permit applications / reviews for smaller projects is in draft form and will be incorporated into the Township draft ordinance.
Mr. Snook also reminded the need to include direct reference to either the "Township" or "East Bradford Township" in the ordinance and to delete references to "municipality".

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to authorize Township Staff, in consort with Chair Pompo, to complete the revisions to the draft and submit to the Chester County Planning Commission for review and comment.
The target for public hearing and adoption of the ordinance is 12-10-13.
- M. Bond Issue Compliance – policy resolution / appoint Bond Compliance Officer
Twp Mgr Lynch reported recent review of information provided by Chair Pompo to consider establishing a bond compliance policy to ensure proper and timely filing of documents and reports as part of outstanding bond issues. Mr. Lynch stated this is a relatively new policy and he is coordinating with West Whiteland Township to review and consider other existing municipalities'

policy on this subject and also consulting with the Township investment banker (Boenning & Scattergood).

Other Items:

1. Twp Mgr Lynch reported an in-progress review of the Township employee short term disability insurance benefit policy. The Township has self-insured this (only twice used) benefit over the past twenty years and the review is evaluating whether providing this insurance through a third-party insurance carrier would be more effective and efficient. Dr. Egan indicated he supported moving from a self-insured STD benefit to a third-party insurance carrier. Chair Pompo indicated such a change in policy would eliminate Township administration and potential liability.

The meeting ended at approximately 07:05 P.M.

Michael P. Lynch,
Township Secretary