

**PUBLIC HEARING:** None scheduled at this time.

**REGULAR BUSINESS MEETING:**

The December 2014 regular monthly meeting of the Board of Supervisors (BOS) of East Bradford Township (Township), Chester County, PA was held on Tuesday, December 09, 2014 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 2014 East Bradford Township public meeting schedule was published in the Daily Local News 12-31-13.*

Supervisors present:

Vincent M. Pompo, Esq., Chair  
Dr. Thomas A. Egan, Vice-Chair (arrived 07:10 P.M.)  
John D. Snook, Supervisor

Supervisors not present: All present.

Staff / professionals present:

Township Manager/Secretary-Treasurer Michael P. Lynch  
Assistant Manager Amanda M. Cantlin

Not in attendance:

Township Engineer Mark J. Lucas, P.E  
Township CEO Brenden L. Beaumont  
John P. Carroll, Public Works Director  
Administrative Assistant Nancy F. Holland  
Administrative Assistant Tenley F. Adams  
Township Solicitor Unruh, Turner, Burke & Frees - Ross A. Unruh, Esq.

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

  4   citizens were in attendance

The regular meeting was called to order at approximately 07:05 P.M. by Chair Pompo.

*The Pledge of Allegiance before the Flag of the United States of America was recited at the commencement of the above referenced Public Hearing*

**PUBLIC COMMENT:** *Sunshine Law, Act 93, as amended, requires public comment prior to official action.*

Larry Woodward, Township resident, together with associate Jack Benhauer, addressed the Board of Supervisors. Mr. Woodward commented (for the owner Amrit Lal a.k.a. Bridge Road Associates) on recent / continuing efforts to bring the property into compliance.

The BOS indicated that Mr. Woodward failed to communicate to the Township CEO last month or appear before the BOS at the November meeting (11-11-14) which has resulted in the Township processing a Complaint with the District Justice.

Upon discussion, the BOS agreed it would prefer to accomplish compliance by the property owner without a court and legal proceeding and related expenses and Mr. Woodward concurred. The BOS emphasized to Mr. Woodward, without fail, to communicate directly with Twp CEO Beaumont to schedule an inspection of the property, prepare a status of the property clean-up inclusive of any items of interpretive dispute with the Township (CEO), and to appear before the BOS at its 01-13-15 Regular Meeting. Mr. Woodward agreed.

Fred Matt, Township resident, updated the BOS on his observations of the hazardous road conditions along Bridge Road indicating that PADOT has installed special paving (high surface friction) and it seems to be making a difference particularly when the road surface is wet. Mr. Matt thanked the Board of Supervisors and Twp Engineer Lucas for their efforts with PADOT.

**REPORTS/PRESENTATIONS: (Emergency Services, Public Works, Codes, A.B.C.'s)**

None scheduled.

**MINUTES:** The Board of Supervisors, on motion of Mr. Snook and seconded by Dr. Egan, approved the following minutes: 12-04-14 regular work session, 11-11-14 pre-regular mtg work session and 11-11-14 regular meeting.

The minutes (and copies) are available for review at the Township Building or at [www.eastbradford.org](http://www.eastbradford.org).

**EXECUTIVE SESSION:**

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Chair Pompo reported the following Executive Session(s) occurred during the period since the last Regular Meeting:

During the Regular Work Session 12-04-14 to discuss real estate matters; all Supervisors were in attendance together with Twp Staff.

During the Pre-Regular Mtg WS 12-09-14 to discuss real estate matters; all Supervisors were in attendance together with Twp Staff.

**TREASURER FINANCIAL REPORT:**

A. Monthly Financial Statement – November 2014

The Board of Supervisors, on motion of Mr. Snook and seconded by Dr. Egan, unanimously accepted the November 2014 Financial Reports prepared by the Township Treasurer.

B. 2015 Budget – Final Budget – approval / adoption

Twp Mgr / Treasurer Lynch reported that no comment was received during the 20 day public comment period (Public Notice published DLN 11-13-14) period. Mr. Lynch reported no revisions were made to the 2015 Preliminary Budget during the period.

Chair Pompo stated the 2015 Budget process commenced early in June 2014 and has been discussed at most BOS public work sessions and meetings during the past six months. The BOS has focused on funding the Capital Reserve for 2015 and its future sustainability. No tax increase is proposed for 2015. However, long term capital funding needs have been identified with recent studies completed in 2012 and 2013 and need to be addressed in the next 2-3 years. Currently the Township is experiencing a capital funding shortfall in excess of \$1.5M and will consider action to address commencing with the 2016 Budget.

Twp Mgr / Treasurer Lynch offered a summary of the 2015 Budget.

General Fund receipts (particularly Earned Income Tax and Real Estate Transfer Tax) have performed to budget during 2014. Overall, the total budget for 2015 maintains existing services and programs compared with 2014.

The 2015 General Fund Budget includes provision for a new Public Works laborer / equipment operator position. Also a new position (Open Space Coordinator) is included in the General Fund Budget and to be funded by the Open Space Fund.

The 2015 Preliminary General Fund Budget of \$3,900,943 is balanced as required under the Second Class Township Code; there is no property tax increase planned for 2015. Both earned income tax and real estate transfer tax are projected to increase in 2015 as building permit receipts and reimbursables are projected to decrease. On the expense side, contractual increases for police services, increased costs of insurance and pension (Township pension plan 100% funded), health insurance, comprehensive plan update and new positions are offset by the estimated increase on the revenue side. The budget percentage increase from 2014 is 5.5% (netting out the Open Space Coordinator position funded through the General Fund from the Open Space Fund).

The Capital Reserve Fund continues as an area of scrutiny by the Township in 2015 with regard to its long term funding and sustainability.

Capital Budget funded items for 2015 include the Brandywine Farm Dog Park, administration technology and campus improvements, stormwater improvement projects, road reconstruction, and contractual (financing) obligations for Public Works equipment and building.

The 2015 Sewer Fund Budget will maintain the same sewer fee rates to Township residents served by public sewer (no rate increase from the Borough of West Chester) but overall customer rates will increase between 4.5% to 5.8% to address necessary capital funding and annual conveyance system repairs indicated by a 2013 Sewer Capital Reserve Study prepared by Carroll Engineers for the Township..

The State Liquid Fuels Fund 2015 Budget, used to support the Township road maintenance program, reflects a -6.0% increase in state funding from 2014. The Liquid Fuels annual allocation from the Commonwealth appears to be on an upward trend in the upcoming years based upon the Act 89 of 2013 – the PA Transportation Funding Act.

Secretary Note: The above budget summary is a reiteration from the 11-11-14 regular Meeting Minutes.

Public Comment:

There was no public comment offered on the 2015 Budget at this time.

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On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve and adopt the 2015 East Bradford Township Final Budget and to adopt Resolution 19 – 2014 – Real Property Tax with a 2015 millage rate of 0.34 mills.

Twp Mgr Lynch indicated the 2015 Final Budget would be available at the Township Building and on the Township web site before December 31, 2014.

**ANNOUNCEMENTS:** [www.eastbradford.org](http://www.eastbradford.org)

- A. P Public Hearings –
  - 1. Regulation of Surface Land Uses Affiliated w/ Transmission Pipelines – 01-13-15, 07:00 P.M. (Ordinance #01-2015)
  - 2. PSATS Trusts Intergovernmental Agreements (Pension, Health, UC Comp) - 01-13-15, 07:00 P.M. (Ordinance #02-2015)
  - 3. Amending Chapter 115 – Zoning (Riparian Buffers) – hearing date pending
  
- B. ZHB –
  - 1. Latta, Conner Road – variance relief (farm pond /floodplain); Hearing 12-16-14; BOS position: support
  - 2. ZHB- - Bradford Plaza (REEP-RTL Bradford PA LLC) – sign variance relief; Hearing 12-16-14; BOS position 12-09-14: support
  
- C. Board of Supervisors Meeting Schedule 2014 – (All meetings are public unless Executive Session)
  - Regular Work Session – Thursday (prior to 2<sup>nd</sup> Tuesday), 06:00 P.M.
  - Pre-regular Mtg Work Session – 2<sup>nd</sup> Tuesday, 06:00 P.M.
  - Regular Business Meeting – 2<sup>nd</sup> Tuesday, 07:00 P.M.
  
- D. Organization Meeting – January 05, 2015 (08:00 A.M.)– volunteers seeking appointment to Township Advisory Boards and Commissions – submit a letter (email) of interest by 12-17-14  
Interested residents are encouraged to participate in the future of the Township by volunteering for appointment to one of the Advisory Boards or Commissions. The Board of Supervisors recognizes the Township volunteers are an exceptional asset to all the residents in the Township and volunteers are needed annually.

**SUBDIVISIONS/LAND DEVELOPMENT:**

- A. SD# 627, Taraschi – consider action on final plan  
The Supervisors were in receipt of reviews from:  
Engineering review prepared by Mark Lucas dated October 20, 2014  
Zoning review prepared by Brenden Beaumont dated November 25, 2014  
Historical Commission review dated June 3, 2014 (no impact)  
Chester County Planning Commission review dated April 18, 2014  
The following boards/committees had no comment:  
Environmental Advisory Council  
Parks & Recreation Board  
Trails Subcommittee of the Parks & Recreation Board  
Green Committee  
Traffic Committee

The Planning Commission recommended approval on November 25, 2014.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve SD # 627, Taraschi, the plan entitled “Preliminary/Final Subdivision Plan Prepared for Parcels 51-2-101.1, 101.2, 102 Highland Road” dated November 25, 2013 (last revised November 7, 2014), consisting of two sheets. In granting approval, the Board of Supervisors granted the following waivers/modifications on the basis that there is no construction associated with the Lot Line Change:

- 1. 95-13-C.1.a which requires 2-foot contours on the plan
- 2. 95-13-C.1.f which requires soil classification information on the plan
- 3. 95-13-C.1.l which requires geological information on the plan
- 4. 95-13-C.1.m which requires the location of individual trees on the plan
- 5. 95-13-C.2.g which requires locating structures of historical significance within 300 feet
- 6. 95-13-C.18 which requires locating water courses and tree masses within 50 feet of the boundary
- 7. 95-35 which requires an E&S Plan

Additionally, the Board of Supervisors’ motion to approve the Plan is subject to the following conditions:  
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1. DEP approval of the non-building waiver.
2. The applicant shall comply with any and all items in the Township consultant review letters (existing and/or forthcoming).
3. The Applicant shall reimburse the Township for all outstanding bills and fees related to the application.

**ESCROW RELEASES:**

*None this period.*

**OTHER BUSINESS:**

- A. Approve Bills to Pay Lists for December as appropriated in 2014 Budget  
On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve the Bills to Pay Lists for December 2014 as appropriated in the 2014 Budget, recommended for payment by the Treasurer and signed by at least two members of the Board of Supervisors and/or Township Treasurer.

**OTHER MATTERS:**

None discussed at this time.

**PUBLIC COMMENT:**

None received / offered at this time.

**MEETING ADJOURNMENT:**

The Board of Supervisors, on motion of Chair Pompo and seconded by Dr. Egan, adjourned the Regular Meeting at approximately 07:29 P.M.

**At this time the Board of Supervisors extended Holiday Greeting and Good Wishes for a safe and happy holiday season to the residents of East Bradford Township and the Township 'family' of volunteers and employees and their families.**

**EXECUTIVE SESSION** (at discretion of Chair):

None scheduled at this time.

**PUBLIC HEARING:**

None scheduled at this time.

Next scheduled Regular Meeting of the Board of Supervisors, Tuesday, January 13, 2015, 07:00 P.M.

Michael P. Lynch  
Township Secretary