

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester, County, PA held a Pre-Regular Meeting Work Session on January 14, 2014 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 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 06:20 P.M.)
- 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
- Public Works Foreman John P. Carroll

Not in attendance:

- Township Codes Enforcement Officer Brenden L. Beaumont
- 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 06:05 P.M.

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

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS

TUESDAY, January 14, 2014, 06:00 P.M.

(Pre-regular Mtg) Work Session Agenda

i. 01-14-14 Regular Mtg Agenda:

- Public Hearing – None scheduled
- Presentations – WBFC – recap Fox Chase property fire loss
- Treasurer – December 2013
Audit 2013
- Subdivision / Zoning – CC Art Assoc SD# 625
- Escrow – None this period
- Other Business – Bills to Pay – January 2014
Public Works Facility Improvements – Bid Award

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

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. Public Works Facilities Improvements

PW Foreman Carroll presented a recommendations report (spreadsheet) for consideration by the BOS to award bid contracts for construction of a new public works building with a list of the names of the recommended for award bidders.

This is a re-bid of the project (original bid opening 10-18-13 / all bids rejected by BOS 11-11-13). The BOS engaged in a detailed review of all bids and pricing at its 01-09-14 work session (at that time the actual bidders' names were masked, i.e., Bidder "A", Bidder "B"... , to ensure objective review). PW Foreman Carroll prepared and presented to the BOS a Competitive Bid Tabulation on 01-09-14 (bid opening 01-06-14). Sealed bids were received for the General Construction (7 bidders), Electrical (5 bidders), Plumbing (4 bidders) and Mechanical (6 bidders) components.

Below is a list of the recommended bidders, which have been determined to be the qualified, low bidders without exceptions.

Building Component	Recommended Bidder	Total Bid Award Cost **	Additions / Deletions **	Comments
GENERAL CONTRACTOR	Uhrig Construction, Inc., Reading, PA	\$1,088,930.00	Delete – tree/stump removal \$8,500.00 Add – front 5' overhang \$25,200.00 Add – attic pull down & framing for HVAC \$6,830.00	
ELECTRICAL CONTRACTOR	AJM Electrical, Inc., Chester Twp, PA	\$162,150.00	Add – down lights in exterior soffit \$1,800.00	
PLUMBING CONTRACTOR	Jay R. Reynolds, Inc., Willow Street, PA	\$193,875.00	None	
MECHANICAL CONTRACTOR	Delta T. Mechanical, LLC, Mohnton, PA	\$88,800.00	None	Includes Dual HVAC System
GRAND TOTAL		\$1,533,755.00		
** Total cost includes additions / deletions as listed above.				

In addition to the above costs, the Township will purchase / complete the following items estimated to cost \$120,500.00: lockers (\$8,000), appliance (\$3,000), emergency generator / switch / installation (\$36,000), landscaping (\$12,000), street bollards (\$5,000), cable TV, telecommunications, IT, key fob entry system (\$20,000), all furniture (\$15,000), storage racks / shelving / work benches (\$15,000) and air compressor / supply lines (\$6,500).

Vice Chair Egan inquired about the need for inclusion of a hydraulic vehicle maintenance lift in the new garage building. Mr. Carroll stated the estimated cost installed is \$40,000 and it could be added without significant disruption of the building at a later time since the equipment would be attached to the existing floor. Mr. Carroll expressed the concern to contain the current cost of the construction project.

Mr. Carroll confirmed that MAG (Masano Architect Group), as part of the services agreement with the Township will be managing the construction schedule and oversight of the project.

Chair Pompo emphasized the importance of managing the Township Campus facility and operations during the construction phase with regard to visitors, groups using the buildings for meetings, ABC meeting schedule and election days. There will be some unavoidable inconveniences during construction but advance planning / notification is essential. Notices will need to be sent, information updates placed on the web site and special accommodations considered for days like the May 20, 2014 Primary and (if necessary) November 04, 2014 General Election.

Chair Pompo indicated, and the BOS agreed, it would consider action on the bid recommendations during the Regular Meeting following this work session (Refer to BOS 01-14-14 Regular Meeting Minutes).

B. CC Art Assoc, SD# 625

Chair Pompo indicated no discussion needed at this time as it is to be discussed at the BOS Regular Meeting

following this work session (Refer to BOS 01-14-14 Regular Meeting Minutes).

- C. Ciccarone, SD# 606 – time extension request (to 03-16-14)
Asst Mgr Cantlin reported the Applicant has requested a time extension to continue review of the plans.

On motion of Mr. Snook, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 to accept the request from the Applicant for a time extension for Ciccarone, SD# 606, to 03-16-14.

- D. Comerford SD# 626 – DEP Planning Module Resolution
Asst Mgr Cantlin briefed the BOS on the matter. The Resolution authorizes the Township submittal to the DEP of a Sewage Planning Module for a 3-lot subdivision of the Comerford property currently undergoing subdivision plan review by the Township.

On motion of Mr. Snook, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 to approve and adopt a DEP (PA Department of Environmental Protection) Resolution (S-01 - 2014) for Plan Revision for New Land Development for Comerford, SD# 626.

- E. Comprehensive Plan Update
Asst Mgr Cantlin is seeking guidance to embark on the update process including mission statement, vision statement, assessment of community issues, and priority recommendations.
This item not discussed and deferred to the BOS February Work Session Agenda.

- F. WCACOG – Wireless Facility Management (Cohen Law Group Proposal)
Twp Mgr Lynch referred the BOS to a proposal from a law firm (Cohen Law Group, Pittsburgh, PA) generated from discussion and interest by members of the West Chester Area Council of Governments (East Bradford Township is a member).
The BOS suggested to the WCACOG that it obtain a collective proposal for advice and a model ordinance to serve all of the members rather than individually priced 'contracts'. The product should address the cutting edge / emerging technology and regulatory issues in this area of wireless facilities.
The BOS referenced a past effort by the WCACOG related to a Verizon Cable Franchise wherein the member municipalities cooperated and worked with a local law firm to both craft a model ordinance and negotiate with the cable entity.
The BOS agreed that a local law firm should be considered for the effort by the WCACOG.
The next meeting of the West Chester Area Council of Governments is Thursday, 01-23-14, 07:00 P.M. at East Goshen Township Municipal Building.

- G. 2014 Township Artist Calendar
The BOS discussed the status of a fund raising effort to help sustain the East Bradford Art Scholarship Program. A 2014 East Bradford Artist Calendar, prepared with the assistance of the East Bradford Township Art Scholarship Committee (ad hoc), printed 200 calendars of works from local artist Barbara Johnson. To date approximately 110 calendars have been sold which covered the cost of the publication printing and only an additional \$180 toward the actual scholarship fund.
Vice Chair Egan expressed that the marketing and sale of the calendar was not implemented effectively by the Committee.
The BOS discussed various ideas to improve the effort to sustain the scholarship fund including different products (artist note cards) and engaging current students from the area high schools (recipients of past \$1,000 scholarships) to energize the program.
The BOS agreed that the remaining calendars should be gifted to East Bradford Township 'friends' "With the Compliments of".

Other Items:

1. On-lot Septic Management Program – enforcement administration (for non-compliance)
The BOS discussed the current status and agreed that a Third Notice (First Notice Jan/Feb '13 / Second Notice Oct '13) be sent to all non-compliant property owners both via Certified Mail (RRR) and First Class mail to ensure receipt / delivery.

The meeting was recessed at 07:03 P.M.

Michael P. Lynch,
Township Secretary