

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester, County, PA held a Pre-Regular Meeting Work Session on March 11, 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
- 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
- Administrative Assistant 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):*

Ed Nathan, Township resident

The work session commenced at approximately 06:10 P.M.

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

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS

TUESDAY, March 11, 2014, 06:00 P.M.

(Pre-regular Mtg) Work Session Agenda

i. 03-11-14 Regular Mtg Agenda:

- | | |
|------------------------|--------------------------|
| Public Hearing – | None scheduled |
| Presentations – | None scheduled |
| Treasurer – | February 2014 |
| | Audit 2013 |
| Subdivision / Zoning – | None this period |
| Escrow – | None this period |
| Other Business – | Bills to Pay –March 2014 |

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

The Board of Supervisors convened an Executive Session during this Pre-Regular Meeting to discuss a personnel matter from 07:48 P.M. to 08:15 P.M. All Supervisors were present.

Public Comment –

None received / offered at this time.

Discussion Items

- A. Ciccarone, SD# 606 – plan status update / time extension
Twp Engineer Lucas updated the BOS indicating the Applicant again deferred attendance this evening to continue to address open items of the plan review. The Applicant is expected to appear before the BOS at the April meeting (04-08-14).

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to grant the request of the Applicant (03-11-14) for a plan review time extension to 04-30-14 for

Ciccarone, SD# 606.

- B. Comprehensive Plan (land use) Update / Chester County Vision Partnership Grant – adopt Resolution for application
Asst Mgr Cantlin reported the estimated cost for the plan update at \$50,000 and the grant application to Chester County seeks a 70% award.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt a Resolution (#09-2014) – Chester County Vision Partnership Program Grant Application – for Township submission of an application for grant funds to update the East Bradford Township 2004 Comprehensive Plan.

The BOS discussed current land use and its relationship to zoning and consideration to include a strategic review in the plan update.

- C. Public Works Facility Construction – contract approval
PW Foreman Carroll updated the BOS on the status of the contracts between the Township and the (4) prime contractors awarded bids (01-14-14) to construct a new Public Works maintenance building.
Mr. Carroll confirmed that comments from Twp Solicitor Unruh were addressed in the documents. In particular the Binding Dispute Resolution provision for all contracts was changed from Arbitration to Litigation.

Chair Pompo inquired as to the status of various required documents from the bid award contractors including the performance and payment bonds and certificates of insurance (with Township as named additional insured).

The BOS also inquired about the contract provisions related to Termination (owner convenience, for cause, process to terminate, costs, time provisions...) and the need for the Twp Solicitor to review to ensure satisfactory protection of Township interests.

The BOS discussed the need for proper submission of the construction plans, i.e., 'to be built' and as-built and to ensure presented in electronic form.

Vice Chair Egan also indicated the need to ensure the Township interests are protected in the contracts related to Work by Owner and any sub-contracts entered into by the Township, i.e., cabling services.

With regard to 'communication' cabling installations to be completed by Owner, Dr. Egan indicated he would be available to offer advice and that the vendor should be identified and selected by June 2014.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve the (4) construction contract agreements and authorize BOS Chair Pompo to execute the documents for the following:

Uhrig Construction, Inc., Reading, PA in the bid award amount of \$1,088,930 (General Contractor);;

AJM Electrical, Inc., Chester Township, PA in the bid award amount of 162,150 (Electrical Contractor);

Jay R. Reynolds, Inc., Willow Street, PA in the bid award amount of \$193,875 (Plumbing Contractor); and,

Delta T. Mechanical, LLC, Mohnton, PA in the bid award amount of \$88,800 (Mechanical Contractor).

Approval of the above contracts is subject to the receipt of all required documents, as determined by the Twp Solicitor, including all performance and payment bonds and certificates of insurance (Township as Additional Insured) and final construction plans. Upon receipt of all necessary documents and upon a letter from the Twp Solicitor stating a satisfactory receipt and review of the contracts, they will be executed by the Township.

- D. Township Administration IT Service / Performance
Vice Chair Egan in response to continued concerns and from Staff indicated the services should be solicited with a 'request for services'.
Secretary Note: contracts for professional services are exempt from standard bidding requirements.
Asst Mgr Cantlin recommended returning the network operations to in-house servers due to the unique software needs and functions of the municipal operations of the Township. In addition, the

remote service was disrupted for days this winter due to outages with the connectivity vendors (both Comcast and Verizon). Reliability would be ensured with in-house servers that have back-up with the Township emergency power generator.

It was agreed that a request for services solicitation be prepared for IT services and inclusive of an in-house server vs. remote server assessment / recommendation from the identified companies (including InterMedia) with a target for review of proposals of June 2014.

- E. Westtown Township Open Space Plan Update – comment (comment period to 04-07-14)
This item deferred to the April work session (04-03-14).
- F. Rosedale Avenue Corridor Feasibility Study
Twp Mgr Lynch reported that a request to West Goshen Township to revise the report (removing references to East Bradford Township) is being addressed. It was explained that the revisions from the August 2013 draft study to the December 2013 final version were related solely to more detailed analysis of identified intersections. Mr. Lynch stated the receipt of a transcript from the February meeting is West Goshen Township is pending.
- G. Sewer Collections / Portnoff Law Associates draft ordinance and agreement
Twp Mgr Lynch reported that Staff has prepared questions / comments for both the proposed ordinance and the services agreement for review / discussion with Chair Pompo.
- H. Chester County Bike / Ped Plan / Code Modifications
Asst Mgr Cantlin reported the CCPC is offering technical services to the Township, at no cost, to review and prepare recommended ordinance amendments to facilitate future bike and pedestrian improvements in the Township identified in the 2013 Central Chester County Bicycle and Pedestrian Circulation Plan.
Upon discussion the BOS agreed it was amenable to accept the courtesy services and to schedule “Meeting One: Initial Consultation and Conversation” with the CCPC at the 04-03-14 work session.

Other Items:

1. CCATO – Township submission of recommended Resolution

Supervisor Snook indicated he would revise the proposed resolution and distribute to the Supervisors prior to presentation at the CCATO Spring Convention scheduled for 03-13-14. The proposed resolution was advanced to CCATO by the BOS in the aftermath of the 02-04-14 winter (ice) storm that caused widespread power outages but was initially not accepted last month. The resolution seeks to establish legislation to regulate utility companies toward long term investment to replace / install electric power lines underground.

Chair Pompo recessed the meeting at 07:02 P.M. to conduct the Regular (Business) Meeting of the Board of Supervisors.

The meeting was reconvened at 07:12 P.M. following the conclusion of the Regular Meeting of the Board of Supervisors.

The Pre-regular meeting Work Session ended at 08:15 P.M.

Michael P. Lynch,
Township Secretary