

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester County, PA held a work session June 04, 2015 in the Township Building, 666 Copeland School Road, West Chester, and Chester County, PA 19380-1822. *Public Notice of the 2015 East Bradford Township public meeting schedule was published in the Daily Local News 12-29-14*

Supervisors present were: Vincent M. Pompo, Esq., Thomas A. Egan (arrived 06:07 P.M.), 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
- Brenden L. Beaumont CEO / Zoning Officer
- John P. Carroll, Public Works Director

Staff NOT in attendance:

- Tenley Adams, Administrative Assistant
- Nancy F. Holland, Administrative Assistant
- Township Solicitor Unruh, Turner, Burke & Frees - Ross A. Unruh, Esq.

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

None.

Other Residents / Citizens in attendance:

Father Daniel Meyer and members of the Holy Ascension Church Congregation

The work session commenced at approximately 06:02 P.M.

Upcoming Meeting Schedule:

June 04, 2015, Thursday	06:00 P.M. - BOS regular work session
June 09, 2015; Tuesday	06:00 P.M. - BOS pre-reg work session
June 09, 2015; Tuesday	07:00 P.M. - BOS regular meeting
July 09, 2015, Thursday	06:00 P.M. - BOS regular work session
July 09, 2015; Tuesday	06:00 P.M. - BOS pre-reg work session
July 14, 2015; Tuesday	07:00 P.M. - BOS regular meeting
	- Public Hearing- Amending Chapter 115 – Zoning (Wireless communication facilities)

Public Comment:

Discretion of BOS

None received / offered at this time.

Executive Session:

Discretion of BOS -- Real Estate / Legal / Personnel

The Board of Supervisors convened an Executive Session during this work session from 08:25 P.M. to 08:59 P.M. to discuss real estate and personnel matters. All Supervisors were in attendance together with Township Staff.

Priority / Action Items:

None at this time

Presentations Briefings:

None scheduled.

Discussion / Briefing Items:

A. Emergency Services – June Report

1. Police Services

The BOS discussed the approach (talking points) to contact neighboring municipalities about engaging them in a conversation about the options and opportunities of regional police services.

Chair Pompo moved this item to the 06-09-15 BOS Pre-Regular Mtg work Session Agenda for continued discussion.

2. WCPD for EBT monthly briefing / report – WCPD Chief Scott Bohn

The BOS acknowledged receipt of the May 2015 Police Report.

B. Budget / Finance – June Report

1. Budget 2015 / 2016

Twp Mgr Lynch reported that another article in the series for citizen outreach on the 2016 Budget and planned property tax increase is planned for early Summer with a focus on capital reserve funding and both available and planned capital asset data and studies.

2. Bond Issue 2011 Refinancing

The BOS discussed the status of this effort and considered the update from Twp Financial Advisor Tom Beckett (NW Financial Group). Upon discussion, the BOS requested Mr. Beckett attend the next BOS work session (06-09-15).

3. Capital Fund – reserve study (stormwater) – update

Twp Engineer Lucas referred the BOS to a draft memorandum regarding TMDL (Total Maximum Daily (sediment) Load) and Drainage Capital Budgets that included potential future projects and cost estimates. The BOS discussed various aspects of this complex and developing subject with regard to Federal and State regulatory impact on local implementation ability (funding) and practicality.

Twp Engineer Lucas has evaluated and estimated the costs of field surveys to systematically value and assess the Township stormwater conveyance system in the range of \$200,000 to \$400,000 over perhaps a multi-year time period. Referencing other municipalities who are establishing a stormwater authority to fund and maintain their systems, values in the range of \$100 per year per household have been used; this would equate to approximately \$400,000 annually.

C. Planning / Land Developments – June Report

1. Nastase, SD# 629 – time extension (90 day requested) (*current review clock to 06-16-15*)

On motion of Mr. Snook, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 to accept the recommendation of the Planning Commission (05-26-15) and request of the Applicant for a 90 day time extension for plan review of SD# 629, Nastase.

2. Ice Museum, SD# 631 – PC recommendation / zoning determination

CEO Beaumont reported the Applicant has been advised that it is necessary to file an application with the Zoning Hearing Board to seek variance relief to address the proposed increased lot coverage (impervious surface area %) above the ordinance limits.

3. Brandywine Farm (North) – subdivision lot layout concepts

Asst Mgr Cantlin referred the BOS to concepts for consideration to subdivide (with conservation easements) a portion of the Township Brandywine Farm property.

The BOS discussed aspects of the lot configurations. Upon discussion, the BOS agreed for Twp Staff to proceed to obtain quotes from engineering firms to prepare subdivision plans.

4. Comprehensive Plan Update – update / Twp logo discussion postscript

Chair Pompo commented on another very productive Task Force meeting (06-03-15) which Vice Chair Egan also attended and concurred.

Asst Mgr Cantlin requested BOS input on the following items:

Survey Outreach – BOS agreed to process an upgraded (color) postcard (\$2,000e) to direct residents to the web site;

Developer Outreach (commercial) to obtain insights on redevelopment / visioning of Rt. 322 Corridor – BOS agreed the parties engaged should be able to offer 'out of the box' ideas and that a daytime meeting with the entire Task Force (clarification needed as to whether this is included in contract); and Bike / Pedestrian Focus Group – the BOS is supportive of engaging a smaller sub-group of the Task Force to focus on bike/pedestrian issues (with perhaps a few other participants) and emphasized the importance of establishing clear objectives for the group.

Asst Mgr Cantlin reported the Task Force discussed the current review to consider an update to the Township logo (brand) and agreed that the current logo does represent an identifiable 'brand' and the current form (using the shape of the Township) should be maintained but refreshed with perhaps a recognizable image imbedded (i.e., Cope's Bridge, Copeland School House...).

5. Comerford, SD# 626 – plan status / time extension (*current review clock to 06-15-15*)

The BOS and Staff discussed the status of the plan indicating that essentially the only remaining items relate to codification of plan notes to be added to reference the declaration, waivers and driveway maintenance agreement and deed of dedication (Sunset Hollow Road).

The BOS agreed to add this item to the BOS Regular Meeting Agenda (06-09-15) for consideration of Preliminary / Final Plan approval.

D. Open Space, Parks & Trails – June Report

Executive Session (Real Estate) – see Page 1 above for additional details.

1. CCWA / Township Public Trail – name & opening date (*CCWA suggests - Hog's Hollow Trail @ Paradise Farm Camp*) the BOS briefly discussed the matter and expressed agreement for the suggested trail name - Hog's Hollow Trail @ Paradise Farm Camp.

2. Brandywine Trail Networking Event 05-29-15 – postscript

The BOS agreed the event was productive and successful. The BOS agreed that a thank you letter be sent to those elected and public officials who attended and participated at the event.

3. Trail Blazer Run – 06-18-15

E. Engineering – June Report

1. Stormwater Maintenance – Springwood Drive

Twp Engineer Lucas updated the BOS on the status of the project planning and indicated a meeting with the affected property owners is scheduled immediately prior to the BOS Pre-regular Mtg Work Session 06-09-15 at 05:00 P.M..

2. Holy Ascension Church (Highland Rd) – sewer planning issues

Father Meyer and members of the Holy Ascension Church Congregation were in attendance.

Twp Engineer Lucas updated the BOS indicating that the matter has been reviewed with the Twp Solicitor regarding potential impact to other proximate properties if a public service area amendment was effected to accommodate the Holy Ascension Church connection to public sewer. Mr. Lucas stated the review revealed no known impact to other properties in the vicinity if a public service area amendment was effected to accommodate the Holy Ascension Church connection to public sewer.

The proposed sewer portion of the land development is envisioned to include a (small) pump station, gravity line and force main and manhole along Rt. 322 (proximate to Brookworth Plaza) – the improvements and maintenance thereof private. Upon inquiry by Chair Pompo, Mr. Lucas reported that the CCHD has no record of any properties in the vicinity with on-site system failures. Vice Chair Egan expressed that the Township should not proceed with any official action to revise the Act 537 Plan (submission to PA DEP) until the Applicant knows it is financially feasible.

Chair Pompo explained that at such time that the land development plans are advanced and satisfactory for consideration of final approval by the Township, the Applicant would be required (per Act 247) to provide financial security (110%) for the public improvements associated with the land development including the public sewer connection.

Father Meyer indicated the next action by the Church will be to engage the consulting engineering to prepare detailed engineering plans and construction cost estimates.

The BOS agreed that at the appropriate time (Applicant advises of financial feasibility to complete the connection improvements) and upon recommendation from the Twp Engineer, it would support a revision to the Act 537 Plan.

F. Public Works – June Report

1. Road Program 2015 – update

Pb Wks Director Carroll reported there have been some scheduling miscues with the paving contractor but he expects the paving work to commence within the next several weeks.

G. 2015 Code Amendments – June Report

1. Wireless Management – CCPC review (06-01-15) / PH tentatively scheduled 07-14-15

Twp CEO Beaumont referred the BOS to the CCPC ordinance review (06-01-15) indicating “the Township should adopt the proposed zoning amendment”.

H. Codes & Enforcement – June Report

1. Codes Enforcement – update

CEO / ZO Beaumont referred the BOS to the 05-29-15 Code Update Report which was discussed by the BOS.

The BOS discussed the status of various properties listed on the report including the Collas property,

2. WCUSC / Delacy property

CEO Beaumont reported continued progress and effective communication with the property owner and WCUSC. CEO Beaumont stated the WCUSC has engaged the services of a reputable and qualified tree arborist who is preparing a tree care plan for the property including suggested locations for planting of compensatory trees.

I. Township Staff / Admin Operations / Services – June Report

Executive Session (Personnel) – see Page 1 above for additional details.

1. Refuse / Recycling Services Contract 2016 Option Year 1

Twp Mgr Lynch reported and recommended the Township proceed with Option Year 1 (2016) based upon a review of the performance and rates of A.J. Blosenski (residential refuse and recycling services).

Mr. Lynch indicated that comment was received from a number of Township residents (responding to the survey question on the Township web site) and all were positive regarding service and performance. Vice Chair Egan also commented favorably on the performance of A.J. Blosenski at this time.

Mr. Lynch also reported on feedback from two area municipalities (West Whiteland Twp and East Goshen Twp) that have contracts with A.J. Blosenski. The West Whiteland Twp contract included a 20% cost increase for refuse service for Option Year 1 while East Goshen Twp experienced a 13% rate increase for 2015 (no change for 2016) while the East Bradford Twp contract with A.J. Blosenski includes roughly 2.9% annual increases (during the 5 year term) with the exception of a 4.5% increase scheduled for Option Year 1. A comparative review with other area municipalities shows that the refuse & recycling service fees paid by East Bradford Twp residents in 2015 is the lowest in the area and inclusive of roadside litter control.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to approve Option Year 1 (2016) per the terms of the current contract with A.J. Blosenski for residential refuse and recycling services.

2. Records Retention – records disposal resolution (Res._12_-2015)

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

On motion of Mr. Snook, seconded by Mr. Pompo, the Board of Supervisors voted unanimously to adopt a Township Resolution (#12-2015) 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).

3. Municipal Operations Software Upgrade – Munilogic

Asst Mgr Cantlin updated the BOS from last meeting on the extensive review of municipal software options to upgrade the existing Township system and which has resulted in a Staff recommendation to engage Munilogic. Vice Chair Egan provided effective input to fine tune the proposed service contract with Munilogic and commented that it is a well-balanced agreement that respects the [Township].

On motion of Mr. Pompo, seconded by Dr. Egan, the Board of Supervisors voted unanimously to authorize and approve a three year software lease contract with Carroll Engineering for Munilogic municipal software in the amount of \$2,450 monthly and inclusive of off-site hosting (by Carroll Engineering).

J. Organization – June Report

1. ABC's – current vacancies – BVSBC

This item not discussed.

2. ABC Chair Meeting – *none scheduled at this time*

This item not discussed.

K. ZHB – June Report – NO Pending applications / decisions / appeals at this time

This item not discussed.

Other Items: None discussed at this time.

The meeting ended at approximately 09:00 P.M.

Michael P. Lynch, Township Secretary

Next Regular WS: July 09, 2015

Next Ordinance: # 10-2015 (last # 09-15 Riparian Buffer)

Next Resolution: # 13-2015 (Sewer S-01-15; Open Space OS-04-15)