

**WORK SESSION:**

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester County, PA held a work session September 03, 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, John D. Snook  
Supervisors not in attendance: All present.

Staff / Township Professionals in attendance:

- Michael P. Lynch, Township Manager/Secretary-Treasurer
- Mark J. Lucas, Township Engineer
- Brenden L. Beaumont CEO / Zoning Officer
- John P. Carroll, Public Works Director

Staff NOT in attendance:

- Amanda M. Cantlin, Township Asst Mgr
- 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:

- West Chester Public Library – Jean Speiser, Victoria Dow
- Friends of Strode’s Mill – Mary Sue Boyle, Linda Kaat, Andy Schaum
- M/M Patrick Comerford

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

**EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS  
Thursday, September 03, 2015, 06:00 P.M. AGENDA**

**Upcoming Meeting Schedule:**

September 03, 2015, Thursday	06:00 P.M. - BOS regular work session
September 08, 2015; Tuesday	06:00 P.M. - BOS pre-reg work session
September 08, 2015; Tuesday	07:00 P.M. - BOS regular meeting

October 08, 2015, Thursday	06:00 P.M. - BOS regular work session
October 13, 2015; Tuesday	06:00 P.M. - BOS pre-reg work session
October 13, 2015; Tuesday	07:00 P.M. - BOS regular meeting

- Public Hearing- Acquisition of an open space interest of real property

**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 06:34 P.M. to 07:05 P.M. to discuss a real estate matter. All Supervisors were in attendance together with Township Staff.  
The Board of Supervisors convened an Executive Session during this work session from 07:30 P.M. to 07:44 P.M. to discuss a personnel matter. All Supervisors were in attendance together with Township Staff.

**Priority / Action Items:** *None at this time*

**Presentations Briefings:** WCPL – Annual Update (Jean Speiser, Victoria Dow)  
West Chester Public Library Board Member (and East Bradford Township resident) Jean Speiser thanked the BOS and Township for its past and continued (2016 Budget) support and provided an update of activity and programming. Ms. Speiser distributed a copy of the 2014 Annual Report of the West Chester Public Library, noting 2014 and 2015 continue to confirm the active participation of the community (East Bradford Township 3,100  
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residents are WCPL card holders) and value the resources and programs the library provides to them and their families (105 Township youth participated in the Summer Reading Program this year). The 2014 Annual report is available at the Township Building and on the web at [www.wcpublilibrary.org](http://www.wcpublilibrary.org) which contains information and data about the West Chester Public Library and its efforts.

**Discussion / Briefing Items:**

**A. Strode's Mill / Friends of Strode's Mill (FOSM)**

The BOS welcomed members of the Friends of Strode's Mill (Board of Directors) – Linda Kaat, Andy Schaum, Mary Sue Boyle.

1. (Draft) Agreement

A draft Agreement between the Township and Friends of Strode's Mill was discussed. The purpose of the document is to "facilitate and formalize collaboration between the Township and FOSM in support of mutual goals and objectives" regarding the [Strode's Mill Certified Historic District Barn].

2. Vision

A 'vision' for the historic structure and property was discussed with reference made to renderings and drawings prepared by John Milner, AIA and Daniel Campbell and partial demolition plans/details prepared by Daniels Consulting Engineers.

Supervisor Snook suggested a starting point this evening is to establish a name going forward and offered "The Strode Barn" and there was consensus.

Chair Pompo indicated that before any actual substantial or structural modification occurs to the property or buildings, thorough historical research and documentation should occur and be known to the BOS.

There was consensus that the Agreement, which has been reviewed with various comments and suggested edits, should follow the vision to ensure consistency.

There was consensus that the painted remnants of the sign on the 20<sup>th</sup> C. cinderblock front elevation is of contextual value to the perception and memory of the community and should be considered for some manner of preservation.

A timetable for activities related to the preservation project has not been established inclusive of items such as selected demolition.

It was agreed that an ad hoc committee (The Strode Mill Barn Study Committee) be formed to actively advance the vision, develop a schedule and agenda and serve to interact with all of the vested / interested entities including the Township (BOS, HARB, Historical Commission), the FOSM and others. The Committee would be charged to update the BOS routinely and come before the BOS with updates, recommendations and action items.

The members of FOSM present agreed to consider and present a list of suggested committee members to the BOS for consideration to appoint.

Chair Pompo directed this item to be added to the Pre-regular meeting Work Session Agenda (09-08-15).

**B. Budget / Finance – September Report**

1. Budget 2015 / 2016 – 09-03-15 budget packet

*(11-10-15 – authorize 20 day Public Comment period / 12-08-15 – adopt Final 2016 Budget)*

Twp Mgr / Treasurer Lynch referred the BOS to updated information in a 09-03-15 budget packet.

The BOS commented on the status of the current budget preparation and content including consideration for Capital reserve funding for 2016 and related to consideration to increase the current Township property tax (currently .34 mills).

The BOS discussed various reports / recommendations from Staff related to Public Works equipment, road drainage projects and stormwater management (MS-4, TMDL) projects and PA DEP requirements.

**C. Planning / Land Developments – September Report**

1. Comerford, SD# 626 (extension to accept conditions expires 09-15-15)

Applicants Patrick and Kiki Comerford were in attendance together with Timothy Barnard, Esq.

Mr. Barnard indicated that a time extension will be provided prior to the next BOS meeting 09-08-15.

2. Nastase, SD# 629 (time clock expires 09-14-15; 90-day request submitted to 12-13-15)

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Planning Commission (08-25-15) and request of the Applicant for a 90 day time extension for plan review of SD# 629, Nastase to 12-13-15.

3. Comprehensive Plan Update – Postsript Developer Forum (09-02-15)  
Community Workshop (Open House) 09-29-15  
This item not discussed and deferred to the next meeting.

**D. Emergency Services – September Report**

1. Police Services

This item not discussed and deferred to the next meeting.

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

The BOS acknowledged receipt of the August 2015 Police Report.

**E. Open Space, Parks & Trails – September Report**

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

1. Proposed Parks & Open Space Rules /Regulation Revisions – review draft amendments / authorize public notice

This item not discussed and deferred to the next meeting.

2. SR 322 Bridge over Brandywine Creek Project

This item not discussed and deferred to the next meeting.

**F. Engineering – September Report**

1. Stormwater Project(s) Schedule Update – *being handled at Staff level*

This item not discussed and deferred to the next meeting.

2. Boot Road (truck height) signage

This item not discussed and deferred to the next meeting.

**G. Public Works – September Report**

1. Liquid Fuels (Road Omissions)

This item not discussed and deferred to the next meeting.

2. Road Program 2015 – update

This item not discussed and deferred to the next meeting.

**H. Codes & Enforcement – September Report**

1. Codes Enforcement – update (08-27-15)

This item not discussed and deferred to the next meeting.

**I. Traffic Committee – September Report**

1. Sconnelltown Road – consider Committee recommendations re: posted speed limit (from 08-20-15 mtg)

The Traffic Committee, 08-20-15, recommended that Sconnelltown, Frank, Skelp Level and Harmony Hill Roads all remain posted at a 25 MPH speed limit.

This item not discussed and deferred to the next meeting.

**J. Township Staff / Admin Operations / Services – September Report**

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

1. Records Management – Records Disposal (Res.\_18\_-2015)

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

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to adopt a Township Resolution (#18-2015) 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).

2. Sewer System – AUS System Inventory / Valuation - *being handled at Staff level*

This item not discussed and deferred to the next meeting.

**K. 2015 Codes & Amendments – September Report**

1. Automatic Protection Device Ordinance (Ch. 42) – *October agenda item (draft amendments - emergency contact information)*

This item not discussed and deferred to the next meeting.

**Other Items:**

None discussed at this time.

The meeting ended at approximately 07:44P.M.  
Michael P. Lynch, Township Secretary

Next Regular WS: October 08, 2015

Next Ordinance: # 11-2015 (last #10-15 Wireless Communication)

Next Resolution: # 19-2015 (Sewer S-01-15; Open Space OS-05-15)