

WORK SESSION:

The Board of Supervisors (BOS) of East Bradford Township (Township), Chester, County, PA held a Pre-Regular Meeting Work Session on October 11, 2016 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 2016 East Bradford Township public meeting schedule was published in the Daily Local News 01-07-16.

Supervisors present:

Vincent M. Pompo, Esq., Chair
Dr. Thomas A. Egan, Vice-Chair
John D. Snook, Supervisor (exited the meeting at 06:55 P.M.)

Supervisors not present: All present.

Staff / Professionals in attendance:

Township Manager Michael P. Lynch
Assistant Manager Amanda M. Cantlin
Township Engineer Mark J. Lucas Township
Codes Enforcement Officer Brenden L. Beaumont

Not in attendance:

Township Public Works Director John P. Carroll
Township Solicitor – Unruh, Turner, Burke & Frees – Ross A. Unruh, Esq.

Also in attendance (ABC's):

None.

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

None.

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

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

EAST BRADFORD TOWNSHIP BOARD OF SUPERVISORS

TUESDAY, October 11, 2016, 06:00 P.M.

(Pre-regular Mtg) Work Session Agenda

i. 10-11-16 Regular Mtg Agenda:

Public Hearing –	B & B Estates & HR Map Amends Ordinance #06-2016
Presentations –	None this period
Budget / Finance –	September 2016
Subdivision / Zoning –	None this period
Escrow –	None this period
Other Business –	Bills to Pay – October 2016

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

The Board of Supervisors convened an Executive Session during this Pre-Regular Meeting from 07:12 P.M. to 09:20 P.M. to discuss a real estate matter, a personnel matter and legal matters; Supervisors Pompo and Egan were in attendance together with Township Staff.

Public Comment –

None received / offered at this time.

Discussion Items –

A. 2016 Codes & Amendments – November Report

1. Zoning Chapter amendments (115-48.2 Bed and Breakfast Estates & HR Map Amends (special exception to conditional use) (*PH 10-11-16*)

Chair Pompo confirmed the proposed ordinance was in proper order for the scheduled Public Hearing this evening at the Regular Meeting (07:00 P.M.) which Staff affirmed.

2. SALDO (Ch. 95) amendments - Bicycle / Pedestrian / Transportation Impact Study (TIS) / Parking & Cul de sacs

Staff reported that draft language has been prepped for the bicycle/pedestrian and TIS proposed

amendments and the parking and cul de sac amended provisions are pending preparation by Staff.

3. FEMA / FIRM (National Flood Insurance Program (NFIP))

CEO / ZO Beaumont referenced a communication (10-07-16) from Leslie Rhoads (Independent Contractor – Floodplain Ordinance Update) indicating that the Chester County LFD (Letter of Final Determination) is likely to be pushed back until February or possibly May 2017 making the maps (and ordinance) deadline 6 months from the LFD release.

Mr. Beaumont confirmed that the Township is preparing the amended floodplain regulation ordinance for the Township fully utilizing the State Model ordinance. The revised Township ordinance will be an article within the Zoning Chapter (Ch. 115) (not a separate chapter in the Codes of East Bradford Township).

4. Zoning Chapter (Keeping of Animals) – update (pending) Planning Commission / Staff review
Staff is underway preparing information and ordinance language for Planning Commission review at an upcoming meeting.

B. Budget 2016 / 2017

1. Pension MMO – Act 205 Certification

Twp Mgr / Treasurer reported being remiss to the September 30 deadline to certify the Minimum Municipal Obligation. Mr. Lynch reported in his opinion that the MMO is accurate and in conformance with Act 205, Actuarial Valuation Report” (bi-annual) dated January 01, 2015 (August 2015) as prepared by PSATS for the Township.

C. Planning Commission – vacancy recommendation (unexpired term to 12-31-18)

Planning Commission Administrator Cantlin updated the BOS reporting the Commission interviewed (7) candidates. The Commission recommends Ash Swayne to fill the current vacancy to 12-31-18. The Commission also recommends a non-voting ‘apprentice’ be appointed by the BOS for service only in the event of a vacancy on the Commission (but not as a stand-in for an absent member or to attain a meeting quorum. The Commission is recommending Joseph Fauntleroy.

On motion of Mr. Snook, seconded by Dr. Egan, the Board of Supervisors voted unanimously to accept the recommendation of the Planning Commission to appoint Ash Swayne to fill the current vacancy on the Planning Commission to 12-31-18.

Asst Mgr Cantlin stated the Parks & Recreation Board now will need to fill the vacancy (12-31-20) of Ash Swayne.

The BOS discussed the recommendation of the Commission regarding an unofficial ‘non-alternate’ (ref: Act 247) and agreed that it was receptive to the Commission identifying a resident or residents for potential future appointment in the event of a vacancy which could add favorable weight to the consideration for a future appointment but not a guarantee.

D. Regional Police Services

The BOS discussed options for police services including recent discussions with a neighboring municipality. Based upon these discussions for contracted police services, similar to the current contract with the Borough of West Chester (versus participation as an actual regional department), it does not appear feasible at this time.

E. Sewer Agreement Renewal – update (current Agreement extension to 12-31-16)

A draft Agreement was received from the Borough (09-21-16). Twp Engineer Lucas completed a preliminary review and transmitted to the BOS this week. Twp Mgr Lynch reported notifying the Borough (Manager) of the need for a continued time extension of the current Agreement (to 03-31-2017).

Twp Engineer Lucas reported he is underway preparing a list of documents and data requests, with the assistance of township consultant Carroll Engineering, for submission to the Borough in order to conduct a thorough review.

Chair Pompo emphasized in order to negotiate a fair agreement, it is necessary to have accurate and detailed cost information on operations, capitalization, infrastructure repair, percentage of usage of shared lines, and similar.

Mr. Lucas indicated he would obtain estimates of the consultant cost to provide the guidance necessary to obtain and review needed documents and data.

F. Sewer System

The BOS convened an Executive Session to discuss this matter as a legal item.
See Page 1 of these Minutes for additional details.

G. SD# 632, Toll Bros. (Tigue Farm) – Conditional Use – Decision clock (60 days per Applicant) to 11-12-16)

The BOS convened an Executive Session to discuss this matter as a legal item.
See Page 1 of these Minutes for additional details.

H. Bradford Ad Hoc Joint Committee – update Bradford Avenue paving restoration

Twp Mgr Lynch reported a meeting is scheduled 10-12-16 with Aqua, the Borough and Township to discuss the status and schedule of the paving restoration. At the first meeting of the Committee (08-29-16) the consensus of the members was for Aqua to restore and pave as much of Bradford Avenue, in particular Price Street to Miner Street, this fall.

I. Borough University Officials Group

Twp Mgr Lynch reported receipt of a request from West Chester Borough Manager Michael Cotter to attend a meeting of an entity - Borough University Officials Group - to discuss West Chester University development planning and land use with a zoning overlay concept intended to address and regulate campus land use.

The Supervisors discussed briefly indicating some uncertainty as to the benefit of a zoning overlay to the Township since most of the WCU property is developed and the Township Zoning Ordinance provides a Planned University District.

Twp Mgr Lynch is scheduled to attend the meeting.

Other Items:

1. Codes Enforcement

CEO Beaumont reported receipt of a letter from St. Agnes Parish Council (10-11-16) requesting a 30-day extension to the Notice of Violation for construction of a parking lot without application or permit from the Township.

Mr. Beaumont recommended the time extension be granted based upon direct conversation with Mr. Jay Bowman, Co-Chair of the St. Agnes Parish Council who expressed a cooperative attitude to address the violation(s).

Secretary's Note: At this time 06:55 P.M. Mr. Snook exited the meeting (not feeling well).

On motion of Dr. Egan, seconded by Mr. Pompo, the Board of Supervisors voted 2-0 to accept the recommendation of the Codes Enforcement Officer and grant a 30-day time extension to St. Agnes Parish to respond to the Notice of Violation.

Chair Pompo recessed the work session at 07:02 P.M.

The work session reconvened at 07:12 P.M. following the conclusion of the BOS Regular Meeting.

The Pre-regular work session meeting ended at approximately 09:26 P.M.

Michael P. Lynch,
Township Secretary

Next Pre-Regular Mtg WS: MONDAY, November 07, 2016

Next Ordinance: 06-2016 (last 05-16 –Parks & Open Space 09-13-16)

Next Resolution: #_22_-2016 (Last #21 –Records Disposition 09-08-16) (Sewer S-01-16; Open Space OS-01-2016)