

East Bradford Township Board of Supervisors Meeting Minutes May 4, 2023

The May meeting of the East Bradford Township Board of Supervisors (BOS) was held on May 4, 2023, at 6:30 p.m. in the East Bradford Township McCardle Meeting Room, 676 Copeland School Road, West Chester, PA 19380. A public notice was published in the Daily Local News on December 23, 2022. The agenda was posted on the Township website and at the Township building on May 1, 2023. Copies of the agenda were available for attendees.

Board members present:

Bruce W. Laverty, Esquire, Chair
John Snook, Vice Chair (participated via Zoom teleconferencing)
J. Patrick Davis, Member

Board members absent: None

Staff/Professionals present:

Andrea Campisi, Director of Planning and Zoning/Zoning Officer
Mandie Cantlin, Township Manager/Secretary
Peggy Lennon, Director of Finance
Mark Lucas, P.E., Township Engineer
Rich Phifer, Property and Recreation Director

Staff/Professionals absent:

Randy Behmke, Director of Public Works

Others in attendance:

Approximately three guests were present.

CALL TO ORDER: The meeting was called to order at 6:32 p.m. by Chair Laverty.

PUBLIC COMMENT: None

ANNOUNCEMENTS:

1. Trail Blazer Run – Paradise Farm Camps; June 8; 6:30 p.m. start (<https://www.eastbradford.org/209/Trail-Blazer-Run>)
2. Summer Concert Series – East Bradford Park; every other Thursday evening; 7:00 p.m.:
 - a. June 15: Echoes of the British Invasion
 - b. June 29: West Chester Community Band
 - c. July 13: Little Red Rooster Blues Band
 - d. July 27: Slingshot
 - e. August 10: Flying Komorowski Brothers
 - f. August 24: One Alternative

PUBLIC HEARING: None.

CONSENT AGENDA: Mr. Davis made a motion to approve the consent agenda, consisting of:

1. Minutes from April 6, 2023 6:30 pm
2. Recognition of Executive Sessions: April 6, 2023 (real estate and personnel)
3. Bills to Pay
 - a. April 2023 (correction)
 - b. May 2023
4. Financial Report for March 2023
5. Records Disposition Resolution: Resolution 17-2023

Mr. Laverty seconded the motion. There was no discussion and the motion passed unanimously.

BUSINESS:

1. 520 S. Bradford Avenue – The applicant, Inward Bound Yoga, is proposing to reface the existing free-standing sign. HARB recommended approval of the Certificate of Appropriateness for the sign at their meeting on April 17, 2023. Mr. Davis made a motion to approve the Certificate of Appropriateness for the sign proposal. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.
2. 204 N. Benjamin Drive – The Township is in receipt of a variance application for 204 N. Benjamin Drive. The applicant seeks the following use and dimensional variances from the Code and any and all relief necessary to construct a 992 sq. ft. separate building and dwelling unit on the property containing complete housekeeping facilities that is connected to the existing dwelling via a roofed, but otherwise open, breezeway. The following relief is required:
 - a. Section 115-18.C(1) to permit more than one single-family detached dwelling on the property;
 - b. Section 115-19.A(1) and 115-19.C(1) from the required minimum net lot area per dwelling unit;
 - c. Section 115-19.C(2) to provide a minimum lot width at the building line of 135' when 150' is required; and
 - d. Section 115-19.C(7) to provide a 13.7' setback for the building where 20' is required

The hearing is scheduled for May 15, 2023. Given the extent of the proposal and the ability of this structure to morph into a separate dwelling, Mr. Lavery made a motion to oppose the application. Mr. Davis seconded the motion. There was no discussion and the motion passed unanimously.

3. Zoning Code Update Project – The Planning Commission reviewed the R1 and R2 zoning district regulations last month. Ms. Campisi noted that there is discussion about incorporating an accessory dwelling use into the R-1 and R-2 Districts as a special exception use. The Board was amenable to the concept. This will be discussed further as the effort progresses to supplemental provisions.
4. Single Use Plastic Regulation – Ms. Cantlin provided an update on this effort. The staff is in receipt of a draft ordinance from the Environmental Advisory Council. The next step is to review the ordinance language and plan the logistics associated with implementation. However, before starting that process, Ms. Cantlin wants to finalize the codes enforcement/zoning officer transition. The Board was in agreement with that approach.
5. Planning Commission (PC) Vacancy – Tom Russo, who is currently on the Historical Commission and HARB, is interested in filling the PC vacancy. Mr. Davis made a motion to appoint Tom Russo to fill the unexpired term of Wes Thomas (through December 31, 2025). Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.
6. Plum Run Corridor – Officers from the Friends of Strode's Mill were not able to attend due to schedule conflicts. This discussion will be postponed until later this summer.
7. Starr Farm
 - a. Parking and trail concepts – Last month, Mr. Phifer provided an update on the parking lot design. At that time, the Board of Supervisors echoed the recommendations of the Parks and Recreation (P&R) Board and Trails Committee, supporting the concept of providing a second pedestrian crossing (mid-block) somewhere along Skelp Level Road to supplement the crosswalk planned at the Skelp/Harmony Hill intersection. A second crossing would enable a more complete loop-trail throughout the tract. The Traffic Committee expressed opposition to a mid-block crossing for safety reasons. Last month, staff engaged LTAP to provide additional guidance. The Board was in receipt of the LTAP report, which evaluated four crossing locations.
 1. At the all-way stop intersection of Skelp Level Road and Harmony Hill Road. This location is appropriate for a crosswalk, and one is already planned in this location.
 2. At the driveway for the Starr Farm Park parking area. This location is appropriate for a crosswalk.
 3. At the driveway to the Township-owned building. This location could be a candidate only if the embankment is significantly trimmed to increase sight distance. The Township would also have to keep vegetation trimmed, and not plant any trees or install pedestrian fencing along the west side that would limit sight distance. The report also mentions the potential use of a Rectangular Rapid Flashing Beacon in this area.

4. At the access point about 400 feet south of the private driveway. This location is not a candidate because of the uncorrectable sight distance due to the vertical alignment of the roadway.

After discussion, the Board agreed to pursue option 3 above. In addition, the Board suggested shifting the trails along the roads further into the property and installing buffering material (where appropriate) to discourage users from crossing at other locations.

In addition, the report documents that the 85th percentile speed in this location is 45 mph; the road is posted at 25 mph. There was discussion about using the 85th percentile to inform speed and the Board agreed to increase the speed to 35 mph.

- b. Recognition signage – During the negotiations to acquire the Starr Farm, the Township agreed to place an acknowledgment plaque somewhere on the property to generally recognize the Galib family. The Township retained control over where the sign was located, the wording, and size. Dr. Galib visited the property a few weeks ago and expressed disappointment in the sign that was installed. He believes that the sign should be located in a more prominent location and that it should be commensurate with the park entrance sign in terms of size and grandeur. While the Township is not under any obligation to change the signage, Mr. Phifer presented a concept that could be installed with the parking lot reconstruction. The signage concept would involve four stone monuments and each monument would support a plaque recognizing an entity that contributed to the park completion – the Township, the County, DCNR, and the Galib family. The Board was amenable to this general approach.

There was also a brief discussion about park signage in general and Mr. Phifer suggested that it would be beneficial to review the standard Township park sign to determine whether augmentations are desired, so that there is uniformity among the signage.

8. AutumnFest – The P&R Board has endorsed the return of AutumnFest to East Bradford Park this year, based on the popularity and success of the OktoberFest event that was held in 2021. This year's event will take place on Sunday, October 22 (12:00 to 4:00 p.m.), and will share many similarities with the 2021 event but will be re-branded to transition from the Oktoberfest theme to a unique event that celebrates autumn in an "East Bradford way." This year, the event will feature two food trucks that are based in the Township – Buddy's Burger Truck and Brothers Pizza Truck, as well as a gelato truck and two beverage makers that are both locally based: Artillery Brewing Co. and Le Garage Winery. The Galena Brass German Ensemble will provide live music and entertainment throughout the event. There will be a pumpkin patch for kids to receive a free pumpkin and a community tree give-away during the event, through which families can receive free trees to plant around their homes. The pumpkins and trees will be procured through donations. There will be a caricature artist and a face-paint artist at the event and a local beekeeper will sell honey products, including Mead wine, that are produced in the Township from bees that are raised in East Bradford (Revolution Bees). There may be a small raffle held to showcase landscape paintings done by Township artists and to raise funds for the Strode's Barn restoration. Board approval is needed to issue special permission for the vending of alcohol during the event, since Artillery Brewing, Le Garage, and Revolution Bees will offer alcoholic beverages for sale. This special permission was granted by the Board for the 2021 event, and there were no problems or negative incidents. Mr. Davis made a motion to issue special permission to vend alcohol for the event. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.
9. 2023 Fuel, Line Painting, and Road Resurfacing Bids – Bids were accepted and opened on April 28, 2023 for fuel, line painting, and road resurfacing.
 - a. Fuel – The Township received one bid, but it is from the same company who has provided the service for several years (Rhoads Energy). Mr. Behmke recommends that the Board award the bid to Rhoads Energy, Inc. at a cost of \$0.40 per gallon above the rack cost for unleaded gas and \$0.30 per gallon above rack cost for 2% Bio Diesel. This is the same delivery cost as last year for the diesel fuel and \$0.10 per gallon more for the unleaded. Mr. Davis made a motion to award the fuel bid to Rhodes Energy for \$0.40 per gallon above the rack cost for unleaded gas and \$0.30 per gallon above rack cost for 2% Bio Diesel. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.

- b. Line painting – The Township received four bids for the line painting:

	Per LF Double	Per LF Single	Total (for Township)
D.E. Gemmill*	\$0.167	\$0.086	\$22,695.48
Alpha Space	\$0.1798	\$0.0899	\$24,218.34
Midlantic	\$0.21	\$0.12	\$29,493.65
Zone	\$0.24	\$0.13	\$33,132.02

*D.E. Gemmill's bid did not include a bid bond, so the bid was not a responsible bid. Therefore, Mr. Behmke recommended that the Board of Supervisors award the bid to Alpha Space Control Co., Inc. Mr. Davis made a motion to award the fuel bid to Alpha Space Control at a cost of \$0.167 per linear foot for the double yellow lines and a cost of \$0.086 per linear foot for the single white lines. The total estimated cost of the contract is \$24,218.34. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.

- c. Road resurfacing – The Township received three bids for road resurfacing:

Longs Asphalt	\$291,193.00
Inncon	\$301,415.00
DiRocco Bros	\$394,063.90

Mr. Behmke recommended that the Board of Supervisors award the bid to Longs Asphalt. Mr. Davis made a motion to award the fuel bid to Longs Asphalt at a cost of \$291,193.00. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.

10. Sale of Vehicles – Mr. Behmke asked for the Board's approval to sell two vehicles via Municibid:

- a. 2009 John Deere Backhoe; Model MDL 310SJ
- b. 2010 Exmark zero turn mower; 72" Lazer

Mr. Snook made a motion to authorize the auction of the 2009 John Deere and 2010 Exmark via Municibid. Mr. Davis seconded the motion. There was no discussion and the motion passed unanimously.

11. Fire and Police Agreements – Ms. Cantlin provided an update on the police and fire agreement renewals:

- a. West Chester Fire – A meeting occurred at the end of April with municipal representatives. Ms. Cantlin distributed a memo summarizing some of the key topics. She asked if the Board had any comments about the basis of the contribution formula. Historically, the formula has been based on a 50/50 blend of assessed valuation and call volume because these factors impact the fire company's level of service. West Goshen would like to use population in lieu of assessed valuation. The Board agreed that the 50/50 blend of assessed valuation and call volume is most appropriate. There was also discussion about reducing the term to three years and incrementally increasing the contributions over the term. Mr. Davis advised against a term reduction because it can take four years to order and acquire a fire truck, and a five-year budget provides budgetary stability for those types of long-term purchases. The Board had no objections to incrementally increasing the contributions over the term.
- b. West Bradford Fire – The Township received an initial budget from West Bradford on May 1; the first meeting is scheduled for May 12.
- c. West Chester Police – The Township drafted a one-year extension to give the Borough time to complete negotiations with the union. The Borough is reviewing the extension.

Ms. Cantlin will continue to provide updates on a monthly basis.

ITEMS NOT ON THE AGENDA: None.

PUBLIC COMMENT: None.

NEXT MEETINGS:

- May 11, 2023 at 6:30 p.m. (tentative)
- June 1, 2023 at 6:30 p.m. (regular meeting)

EXECUTIVE SESSION: The Board met with staff in executive session from 7:30 p.m. to 7:45 p.m. to discuss personnel matters pertaining to the codes enforcement/zoning, assistant manager, and administrative assistant positions.

ADJOURNMENT / CONTINUANCE: At approximately 7:45 p.m., Mr. Davis made a motion to adjourn the meeting. There was no discussion and the motion passed unanimously.

Mandie Cantlin
Secretary

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