

East Bradford Township Board of Supervisors Work Session Meeting Minutes March 10, 2020

The March work session meeting of the East Bradford Township Board of Supervisors (BOS) was held on March 10, 2020 in the East Bradford Township Building, 666 Copeland School Road, West Chester, County of Chester, PA 19380-1822.

Board members present:

Vincent M. Pompo, Esquire, Chair
John Snook, Vice Chair
J. Patrick Davis, Member

Board members absent: None

Staff/Professionals present:

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

Staff/Professionals absent:

Randy Behmke, Director of Public Works
Rich Hicks, Building Code Official/Fire Marshal/Codes Enforcement Officer/Deputy Zoning Officer
Michael Lynch, Director of Finance

Four guests were in attendance.

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Chair Pompo.

PUBLIC COMMENT: None

BUSINESS

1. SD 641 West Chester Crossing – This matter is on the 7:00 pm agenda. There was some discussion about open issues such as sidewalks along Bradford Avenue, fee in lieu of recreation, and a modification request pertaining to stormwater management.
2. Bradford Retail – The Board was in receipt of a revised second amendment to the Declaration of Condominium. The revised version limits signage on Units 3 and 5 to no more than two signs. The remaining units are allowed one sign per unit. Mr. Davis made a motion to approve the revised amendment to the Declaration of Condominium. Mr. Pompo seconded the motion. There was no further discussion and no public comment and the motion passed unanimously.
3. Plum Run Proposals – The Township is in receipt of six proposals for the Plum Run corridor engineering and design:
 - a. Renew Land Development Solutions: \$212,000
 - b. Pennoni: \$247,500
 - c. McTish Kunkle & Associates: 259,398
 - d. Gilmore & Associates: \$321,270
 - e. McMahon: \$379,653
 - f. Traffic, Planning & Design: \$479,548

The Township has secured \$180,000 in grant funding for this effort. Mr. Phifer commented that he and other staff have reviewed the proposals, but they need additional time to develop a matrix to better compare the submissions. He also wants more time to meet with firms that are not familiar to the Township (e.g. McTish and Renew) and clarify certain aspects of the proposals. He also asked the Board to consider removing the boardwalk and bridge over the Plum Run from this project. This would remove approximately \$70,000 from the design and permitting costs and about \$100,000 from the construction cost. The intention would be to include it in the next phase of the project, which would extend west of Birmingham Road. On one hand, the bridge could be

separated from this part of the project because it is not critical to the functionality of this phase. On the other hand, there might be a cost benefit to completing all the work on the east side of Birmingham Road. Another unknown factor is PennDOT's timing to replace the Birmingham Road bridge over the Plum Run. If this bridge were replaced in the near future, pedestrian access might be able to be incorporated within that structure. Mr. Snook does not want to see the bridge removed from this phase. The staff will evaluate the proposals further and return to the Board in April with a recommendation.

4. SD #632 Darlington Ridge – The Township is in receipt of a temporary pump and haul application for the Darlington Ridge development. The application was prepared for the scenario that the pump station is not completed on schedule. The Board was also in receipt of feedback from Unruh, Turner, Burke & Frees and Mark Lucas. Ms. Cantlin confirmed that the applicant secured a proposal from McGovern to pump and haul at a rate of \$0.09 per gallon, which is consistent with the agreement.

Ms. Cantlin reported that Mr. Lynch reviewed the escrow and financial security provisions of the agreement. He confirmed that the escrow account is in place for the construction of the pump station. He recommends that Toll Brothers submit two separate checks in the amounts of \$9,045 and \$5,000 to cover the financial assurances outlined in the agreement. These dollars would be deposited in the Township Escrow Fund and a distinct cash escrow account would be established to administer these financial sureties. Mr. Lynch has discussed his recommendations with Toll and the applicant is amenable.

Mr. Snook made a motion to authorize the Township Manager to execute the pump and haul agreement for Darlington Rudge, subject to addressing legal and engineering comments and subject to receipt of financial assurances. Mr. Davis seconded the motion. There was no further discussion and no public comment and the motion passed unanimously.

5. Sale of Sewer System – There are two main tasks remaining. First, the Township needs to secure the ROW for the Giordano line. Second, the Township will need to assign several rights-of-way to Aqua. Staff and consultants are working to complete these remaining tasks by the end of the month, when the amended post-closing compliance agreement expires. Mr. Lucas will work to provide Aqua with the as-built plans and mapping they require.
6. Public Works as First Responders – In 2003, President Bush recognized public works as first responders. In 2018, the American Public Works Association started a push to recognize public works as first responders. Some municipalities have adopted a resolution recognizing this. Mr. Behmke is asking for the Board to consider adopting such a resolution. Mr. Davis made a motion to adopt Resolution 08-2020, recognizing public works as first responders. Mr. Pompo seconded the motion. There was no further discussion and no public comment and the motion passed unanimously.
7. Public Works Fire Alarm System – Mr. Hicks raised the issue that the fire alarm system that was designed for the new public works building was never installed. The Board was in receipt of two proposals – a proposal for the system hardware in the amount of \$3,689 and a proposal for the installation in the amount of \$8,842. These costs were not anticipated and not planned for in the 2020 budget. However, Mr. Lynch advises that the dollars would come out of the Capital Reserve Fund. Some improvements planned for the campus (e.g. new fencing within the old public works compound) can be deferred. Mr. Davis made a motion to authorize the work required to install the fire alarm system. Mr. Snook seconded the motion. There was no further discussion and no public comment and the motion passed unanimously.
8. Emergency Services Questionnaire – This item was not discussed.
9. 2020 Chester County Hazard Mitigation Plan – The Chester County Hazard Mitigation Plan (HMP) was last updated in 2015 and adopted by the County Commissioners in 2016. The HMP is going to expire at beginning of 2021, so the Hazard Mitigation Committee facilitated by Chester County Department of Emergency Services has begun its 5-year update of the HMP. Because this plan serves as each municipalities' HMP, local participation in the planning process is crucial to the integrity of the plan. The County is asking that one or two individuals serve as municipal representatives during the planning process. The Board agreed to appoint Emergency Management Coordinator Bill Ronayne, assuming he is able to participate.

10. Turf Management – For several years, the Township has used Advanced Horticulture for turf management, seed, and tree treatment at East Bradford Park, Copeland Park, and the Township Campus. The Township is in receipt

of two cost estimates from Advanced Horticulture for 2020 – one for turf management and one for seeding and tree treatment:

	E Bradford Park	Copeland Park	Campus	
Turf Management	\$12,174	\$10,129	\$1,675	
Seed and Trees	<u>\$3,550</u>	<u>\$2,920</u>	<u>\$4,120</u>	
	\$15,724	\$13,049	\$5,795	\$34,568

The Board agreed that this work is a professional service and therefore exempt from the bidding requirements. In order to improve the Township’s ability to monitor the activity and costs, Advanced Horticulture will provide additional detail on the invoicing. The Board accepted the 2020 proposal for this service.

11. Eagle Scout Project Proposal – Eagle Scout candidate Arthur Compton presented his project proposal to the Parks and Recreation Board in February. Mr. Compton proposes to install a visitor information kiosk at the new trailhead parking lot at Rt. 322 at the Sugar’s Bridge Nature Area. This will be a needed amenity once the parking lot opens later this spring following PennDOT’s completion of the Rt. 322 bridge replacement project. The P&R Board unanimously recommended this project for approval. The Board is supportive of this project.
12. Verizon Small Wireless Agreement – Given that Verizon has not responded to the Township’s questions, this item was postponed until April 9.
13. Tree Assessment along Roads – Last month, the Board reviewed Valley Creek Tree Assessment Report prepared by John Hosbach. At that time, the Board directed the Township to proceed with the removal of the one tree identified as an extreme hazard. This tree will require top down removal with an 80’ bucket truck. Mr. Behmke estimates it will cost about \$2,500 to secure the bucket and operator. There are several small trees nearby that are marked for removal that will be taken down at the same time.

CONTINUANCE: At approximately 7:00 p.m. the Board adjourned the work session to conduct the regular meeting, which lasted until 8:45 pm at which point they reconvened the work session.

14. Request for Summer Intern – Mr. Phifer was recently contacted by Calvin Pash who is an undergraduate student at Penn State and in 2017 completed his Eagle Scout project revamping the wildlife observation trail and platform at Shaw’s Bridge Park. Mr. Pash has inquired about summer park/stewardship employment opportunity. Mr. Phifer outlined several projects that he could use help with this summer in an effort to advance a variety of park and stewardship objectives. He anticipates that the seasonal employment would cost about \$5,760 and he suggests several areas in the budget that could accommodate this cost. The Board was supportive of this effort.
15. Event Ordinance – This item was not discussed.
16. ARLE Grant – Ms. Cantlin provided an update on this effort. Mr. Lucas recently completed his review of the legal descriptions. At this point, the descriptions can be added to the required easements (traffic signal and temporary construction) and shared with the property owners (Bradford Plaza and Fakt Minchak LLC (former Mrs. Mikes property)) for review and execution.
17. Public Forum about Speed – This matter was postponed until April 9.
18. Fair Share Police Proposal – Governor Tom Wolf’s 2020-2021 budget proposal includes a fair share police services fee, which if enacted, would be a tax assessed on all municipalities to pay for the cost of State Police services, regardless of whether municipalities use this service. PSATS opposes any plan that would mandate a uniform fee. The Board opted to wait until legislation is proposed before taking action.

EXECUTIVE SESSION: The Board met in executive session during this meeting between 9:00 p.m. and 9:20 p.m. to discuss real estate and security matters.

ADJOURNMENT / CONTINUANCE: At approximately 9:20 p.m. the Board unanimously agreed to adjourn the meeting.