

East Bradford Township Board of Supervisors Work Session Meeting Minutes August 11, 2020

The August work session meeting of the East Bradford Township Board of Supervisors (BOS) was held on August 11, 2020. In an effort to minimize public exposure to COVID-19 and maintain social distancing, the meeting was held via Zoom teleconferencing. A public notice was published in the Daily Local News on August 3, 2020. The agenda and dial in numbers were also posted on the Township website at <https://www.eastbradford.org/government/boards-commissions/> on August 3, 2020.

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 and Zoning
Mandie Cantlin, Township Manager/Secretary
Mark Lucas, P.E., Township Engineer

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
Rich Phifer, Property and Recreation Director

No guests were in attendance.

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

PUBLIC COMMENT: No comments were received during the meeting; no comments were received in advance of the meeting.

BUSINESS

1. Historic Design Guidelines – Ms. Campisi presented a draft RFP for the historic design guidelines project to the Board for their consideration. The RFP has been updated to reflect the parameters of the PHMC grant the Township received for this project. Mr. Pompo inquired about the number of public meetings. There are two planned – one to present the project to the public and a second when the consultant presents the project to the Board for approval. The Board suggested more general language with regards to task force composition, which will be determined at a later date. Mr. Pompo asked about the form of adoption – e.g. resolution or ordinance. Ms. Campisi will find out how the plan will be adopted. Mr. Snook made a motion to authorize release of the RFP with the changes discussed. Mr. Davis seconded the motion. There was no discussion and no public comment and the motion passed unanimously.
2. West Chester Building Code Board of Appeals – The terms for this group expire annually in August. East Bradford member, John Lister, is up for reappointment. Mr. Davis made a motion to reappoint John Lister to the Building Code Board of Appeals. Mr. Snook seconded the motion. There was no discussion and no public comment and the motion passed unanimously.
3. Director of Finance Search – Mr. Snook made a motion to accept the proposal from Dave Woglom dated July 15, 2020 to offer assistance and searching and recruiting for the new Director of Finance. Mr. Davis seconded the motion. There was no discussion and no public comment and the motion passed unanimously.
4. Other Items – There was brief discussion about the Picnic Park and the Spotted Lanternfly. The Board also discussed Shaw's Bridge Park. Ms. Cantlin commented that Mr. Phifer will be examining the logistics involved with implementing some of the management concepts discussed at the last meeting. The Board contemplated enforcement and the Township's ability to restrict access.

EXECUTIVE SESSION: The Board met in executive session along with staff from 6:30 p.m. to 7:00 p.m. to discuss personnel matters.

ADJOURNMENT / CONTINUANCE: At approximately 7:00 p.m., the Board unanimously agreed to adjourn the meeting.

Mandie Cantlin, Secretary