

Board of Supervisors Meeting
June 11, 2018

Roll call was taken and present were supervisors Gary C. Elston, Nelson R. Beam, and Frank V. Daniel, Jr. Others present were Danielle Stoltzfus, Building Code Official, Bryan Kulakowsky, Engineer, Kristin Camp, Solicitor, and James Cochran, Assistant Road Manager.

Public Comment: Chairman Elston called for public comment on tonight's agenda; No public comment was received.

Minutes:

Motion: Mr. Daniel made the motion to approve the May 14, 2018 and May 21, 2018 meeting minutes with corrections and Mr. Beam made the second. Motion carried 3-0.

Treasurer's Report: The Treasurer's Report stands approved until further audit. Balances were as follows:

• <u>Operating Accounts:</u>	
General Fund- Victory Bank Money Market @ 1.80%	557,580.31
General Fund-Victory Bank Checking @ 1.39%	<u>8,137.48</u>
Total Operating Funds:	\$ 565,717.79
• <u>Designated Accounts:</u>	
FIRE/EMS - PLGIT Prime MM @ 1.96%	29,419.85
State Fund – Victory Bank @ 1.80%	94,914.19
Act 209 - PLGIT Prime MM @ 1.96%	1,915.07
Glenmoore Fire Co – Trumark CD - matures 10/30/18 @ 1.292%	40,520.78
Elverson-Honey Brook EMS – Trumark CD - matures 10/30/18 @ 1.292%	31,578.51
Twin Valley FD – Trumark CD - matures 10/30/18 @ 1.292%	31,578.51
West Nantmeal Truck – Trumark CD - matures 10/30/18 @ 1.292%	49,619.89
WNT Emergency Fund - PLGIT CD- matures 10/2/18 @ 1.65%	131,122.61
Savings -Trumark @ .20%	5.00
Regular - PLGIT MM@ 1.96%	250,736.71
Recreation - PLGIT MM @ 1.24%	<u>289.99</u>
Total Designated Funds:	\$ 661,701.11
• <u>Investment Accounts:</u>	
CD - PLGIT CD - matures 4/9/19 @ 1.65%	244,000.00
MM - PLGIT Prime @ 1.27%	7,329.93
CD - PLGIT CD - matures 10/11/18 @ 1.65%	245,000.00
MM - PLGIT Prime MM @ 1.27%	4,676.99
CD - PLGIT CD - matures 10/11/18 @ 1.65%	490,000.00
MM - PLGIT Prime MM @ 1.27%	9,353.93
CD - First Resource Bank - matures 3/10/19 @ 1.094%	246,044.54
CD - First Resource Cedars CD - matures 3/7/19 @ 1%	62,201.36
Clearing - First Resource Bank	<u>1.98</u>
Total Investment Funds:	\$1,308,608.73

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- **Escrow Accounts:** \$ 8,313.33
- **Total Funds under management:** \$ 2,544,340.96

AUDIENCE:

- Miguel Ruager, 1847 Little Conestoga Road, asked for an extension to the date of June 15, 2018 to clean up his property. Ms. Stoltzfus will schedule a visit to inspect the property on June 14, 2018 and will report the status to the Board of Supervisors.
- Deborah Becker, 281 Killian Road, inquired as to the status of a complaint filed by her tenant. Ms. Stoltzfus inspected the property and noticed that there were several suspected violations of the township property maintenance code at 277 Killian Road and issues that pertain to the Chester County Health Department (CCHD). Ms. Stoltzfus will notify CCHD and send a violation letter to the owner of 277 Killian Road.

REPORTS:

Engineering: Mr. Kulakowsky gave the monthly report and it will be on file in the township office.

- **101 Hedge Rd:** Recorded as-built plans have been submitted and everything has been completed to release the letter of credit.

Motion: Mr. Elston made the motion to release the letter of credit once Ms. Camp can establish that a recorded copy of the stormwater agreement is on file and was seconded by Mr. Beam. Motion carried 3-0.

- **Cupola Industrial Park:** Construction has been delayed.
- **Bollinger Rd. Bridge:** Waiting for additional repair bids.
- **2018 Road bids:** Contract for Dan Malloy Paving was presented for repairs to Killian Road in the amount of \$47,531.00. Mr. Kulakowsky was still waiting for bonds and certificate of insurance from Dan Malloy Paving.
- **Mariner Pipeline:** Cedarville employees will be retrained for pipeline inspections.
- **Ironstone Lane:** Mr. Kulakowsky will contact builder regarding updated grading plan.

Zoning Report: Ms. Stoltzfus gave the monthly report and it will be on file in the township office.

- **344 N. Manor Road:** Property issues have been resolved.
- **265 Lammey Road:** Photos were presented from re-inspection May 17. Ms. Stoltzfus was advised to deliver and send a notice of violation to the property owner with a 10 day deadline.
- **224 Isabella Road:** Property owner has not responded to a request to inspect the residence. A letter of violation will be sent to the property owner.

Solicitor's Report:

- **Property Maintenance Code** has been revised and is ready to advertise and approve at the July meeting.

Motion: Mr. Elston made the motion to advertise the proposed Property Maintenance Ordinance and to present for approval at the July 9, 2018 meeting and was seconded by Mr. Beam. Motion carried 3-0.

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- DigEntGrp: Mr. Michael Kerr submitted a 90 Day extension for his subdivision and planning module timeline begins June 12, 2018. Ms. Camp will contact Mr. Kerr regarding development plans for this parcel.

Motion: Mr. Beam made the motion to approve the 90 day extension and planning module and was seconded by Mr. Daniel. Motion carried 3-0.

- Personnel Manual: Final draft was presented. Med100 in Exton will need to be contacted regarding a Medical Review Officer.

Motion: Mr. Beam made the motion to adopt Resolution 178 for the updated Personnel Manual and was seconded by Mr. Daniel. Motion carried 3-0.

- Sunoco Mariner Pipeline Projects: Ms. Camp discussed the interim emergency order that was introduced by Senator Dinniman and noted that CCATO had also endorsed this action.
- Distributed antennae systems have recently been deemed a public utility. Ms. Camp suggested that the township wait and see what develops.
- Brandywine Valley SPCA: Ms. Camp noted a flaw in the contract regarding liability insurance and will review the contract.

Planning Commission: No meeting in May

Roads:

- Mr. Beam reviewed the roads with Mr. Cochran and Anthony Johnson to determine areas that need to be addressed. Pothole repairs have been identified.
- Reeder Road need additional modified stone along the area that was repaved.
- Mulching has been completed and minimal tree trimming is needed.

Parks and Recreation:

- Community Day meeting was held on June 7. There are 23 volunteers and more are needed. Two food vendors are confirmed and several Model T cars have committed to the event.
- New ballfield benches have arrived and will be installed.

Historic:

- A reminder that the Chester County Town Tour will be held on June 28, 2018 from 5 – 7 PM. Tour will begin and end at Wyebrook Farm with the focus on Industry and Innovation in West Nantmeal Township.

EMS: Report on file in the township office

NEW BUSINESS:

- General Code – Estimate of \$12,500 to \$15,250 was provided for the codification of township ordinances along payable in 5 installments. Ms. Kolpak will contact General Code to start the process and arrange an informational session with the supervisors with the understanding that this is a 3 year budget item and will be included in the budget beginning with 2019.

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OTHER BUSINESS: None

BILLS: The bills to be paid this evening were reviewed.

Motion: Mr. Beam made the motion to pay the bills and was seconded by Mr. Daniel. Motion carried 3-0

General Fund	\$52,035.78
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ADJOURNMENT: With no further business to discuss, adjournment took place at 9:14 P.M. with Mr. Elston making the motion to adjourn and seconded by Mr. Beam. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary

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