

Board of Supervisors Meeting
July 8, 2019

Opening: Chairman Elston opened the regular scheduled meeting on Monday, July 8, 2019 at 7:00 P.M.

Roll call was taken and present were supervisors Gary C. Elston, and Nelson R. Beam. Frank V. Daniel Jr. joined via telephone at 7:15 PM. Others present were Craig Kologie, Zoning and Engineering Official, Kim Venzie, standing in for Kristin Camp, Solicitor, and Richard King, Maintenance.

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

Minutes:

Motion: Mr. Beam made the motion to approve the June 10, 2019 meeting minutes and Mr. Elston made the second. Motion carried 2-0.

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 @ 2.23%	675,823.46
General Fund-Victory Bank Checking @ 1.83%	<u>33,249.68</u>
Total Operating Funds:	\$ 709,073.14
• <u>Designated Accounts:</u>	
FIRE/EMS - PLGIT Prime MM @ 2.47%	24,012.77
State Fund – Victory Bank @ 2.25%	142,321.05
Act 209 - PLGIT Prime MM @ 2.44%	1,964.34
Glenmoore Fire Co – Trumark CD - matures 12/1/19 @ 2.37%	41,233.59
Elverson-Honey Brook EMS – Trumark CD - matures 12/1/19 @ 2.37%	32,134.02
Twin Valley FD – Trumark CD - matures 12/1/19 @ 2.37%	32,134.02
PLGIT-New Truck @ 2.47%	50,575.72
WNT Emergency Fund - PLGIT CD- matures 4/1/19 @ 2.65%	133,286.00
Savings -Trumark @ .20%	5.00
Regular - PLGIT MM@ 2.44%	258,342.69
Recreation - PLGIT MM @ 2.44%	<u>297.45</u>
Total Designated Funds:	\$ 716,306.65
• <u>Investment Accounts:</u>	
CD - PLGIT CD 1 - matures 4/8/20 @ 2.65%	243,000.00
MM -PLGIT Prime @ 2.44%	13,801.20
CD - PLGIT CD 2 - matures 4/29/20 @ 2.61%	243,000.00
MM - PLGIT Prime MM @ 2.44%	13,824.90
MM - PLGIT Class MM @ 2.23%	2.60
CD - PLGIT CD 3- matures 10/17/19 @ 2.85%	486,000.00
MM - PLGIT Prime MM @ 2.44%	21,309.72
CD - PLGIT CD 4 & 5 - matures 4/2/20 @ 2.75%	<u>314,169.61</u>

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Total Investment Funds:	\$1,335,108.03
• <u>Escrow Accounts:</u>	\$ 8,508.01
• <u>Total Funds under management:</u>	\$ 2,760,487.82

AUDIENCE:

- **Douglas Dykhouse** – Asked to withdraw deck permit due to present zoning requirements that only 30% of an accessory structure can be in the front yard of a dwelling. Ms. Venzie advised that a zoning variance could be requested or that the present zoning ordinance could be amended. Ms. Venzie and Mr. Kologie will work on drafting an ordinance amendment and Mr. Dykhouse was advised that this could be a lengthy process.

REPORTS:

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

- **Township Garage Addition:** Electrician has been contacted to rough in wiring. Two proposals were received for garage door, Liftmaster opener, and remotes: Rissler Garage Doors - \$2797.00; On Track Door Service - \$2979.00. Mr. Elston explained that the door quoted by On Track Door Service was a heavier, insulated door.
Motion: Mr. Beam made the motion to approve the On Track Door Service quote of \$2,979.00 for the purchase of a garage door, Liftmaster opener, and remotes and was seconded by Mr. Daniel. Motion carried 3-0.

Zoning Report:

- **277 Killian Road** – Judge Cabry granted an extension at the June 26 hearing with a follow up hearing scheduled for August 20. The property owner declined to meet with Mr. Kologie as was suggested by Judge Cabry.
- **2989 Creek Road** – Zoning hearing is scheduled for July 29 for the owners' request regarding an accessory building on the property. Mr. Elston asked if the water and septic were adequate for two dwellings and if there is adequate parking.
- **94 New Road** – Property owner has been contacted regarding large amounts of trash left by tenants.
- **205 Lammey Road** – Meeting with property owner on July 9 to discuss property code violations.

Solicitor's Report:

- **Zoning Hearing** – Ms. Venzie agreed to attend the July 29th hearing at the request of the Board of Supervisors.
- **Property Maintenance** – Ms. Venzie was asked to provide a tree removal ordinance for review at the August meeting.
- **Communication amplification systems ordinance** – Tabled until the August meeting as Barclay Hargreaves will have testing done at St. Mary's of Providence in early August. buildings and

Planning Commission:

- **1118 Chestnut Tree Road:** Isaac Fisher discussed the possibility of erecting an Amish schoolhouse on this property. Ms. Venzie will send sample schoolhouse ordinances for review.
- **83 S. Brick Lane:** Recommendation was made to defer the stormwater management plans to Elverson Borough.

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- 3000 Creek Road: David Stoltzfus asked about zoning possibilities for this parcel which is located behind his current residence. He was advised to bring professional plans for review.
- 2989 Creek Road: The zoning hearing will be discussed at the July meeting.
- Douglas & Beverly Dykhouse: Questions regarding the zoning/permitting process and how it applies to constructing a porch at their residence.

Roads:

- Road bids - Charlestown Paving will begin base repairs on Lippitt, Reeder, and Wyebrook Roads beginning July 15.
- Road maintenance – Road issues have been successfully addressed by Mr. King including road mowing.

Parks and Recreation:

- Park maintenance –Mr. King will remove the trees that have been identified for removal with the stump grinding to be completed in the fall/winter. Two storm damaged trees have already been removed.
- Picnic Tables -Two tables have been ordered from Global Industrial.
- Waling Path - Rick King provided a quote to have the walking path edge redefined.
Motion: Mr. Elston made the motion to approve the quote of \$1,480.00 from Prestige Landsculpting Inc. to redefine the walking path edge with work scheduled for early September and was seconded by Mr. Beam. Motion carried 3-0.
- Community Day: The Historic Commission has decided to cancel the 5K/10K race for this year and will be working on another fundraiser. The committee decided to go ahead with Community Day plans and will discuss further at the next meeting. The township auditors provided a letter setting the compensation rate of \$18.00 per hour for the position of Community Day Director.
- Next meeting will be July 17 at 7 PM.

Historic:

- Underground Railroad Program is planned for 3 PM on July 17 at St. Mary's of Providence.
- Mr. Elston asked if the Historic Commission was proceeding with the protection and preservation of St. Mary's of Providence as a historic site.

EMS: No report

NEW BUSINESS:

- Permit Fee schedule: Tabled until the August meeting.
- 2019/20 PennDot Winter Traffic Services Agreement
Motion: Mr. Beam made the motion to accept the Penndot 2019/20 Winter Traffic Services Agreement for snow removal on Little Conestoga Road and was seconded by Mr. Daniel. Motion carried 2-1.
- Mr. Elston requested additional hours to oversee the garage building addition.
Motion: Mr. Daniel made the motion to approve and additional four hours for Mr. Elston to oversee the garage addition and was seconded by Mr. Beam. Motion carried 2-0 with Mr. Elston abstaining.
- Ms. Kolpak received approval to attend the July 23 meeting of the Chester County Secretaries in Government Association (CCSIGA).

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- Correspondence: Letter was reviewed from a resident with concerns regarding safety in the park. Resident will be notified that Mr. King checks the park early each morning and that there is a continued state police presence. Will also be advised to reach out to the state police in the event any suspicious activity is observed.

Board of Supervisors called for Executive Session at 8:26 PM to discuss personnel issues. Executive Session ended at 8:45 PM and the meeting resumed.

- Richard King has completed his 90 day probationary period.
Motion: Mr. Daniel made the motion to approve an increase in compensation for Mr. King to \$24.50 per hours effective July 18, 2019 and was seconded by Mr. Beam.
 Motion carried 3-0.

OTHER BUSINESS: None

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

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

General Fund	\$57,016.47
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ADJOURNMENT: With no further business to discuss, adjournment took place at 9:03 P.M. with Mr. Beam making the motion to adjourn and seconded by Mr. Elston. Motion carried 3-0

Respectfully submitted,

Deborah M. Kolpak, Secretary

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