



Upper Uwchlan Township
Board of Supervisors Workshop
September 13, 2016
4:00 p.m.
Minutes
Approved

In attendance:

Guy Donatelli, Chair
Jamie Goncharoff, Member

Cary Vargo, Township Manager
Gwen Jonik, Township Secretary
Mike Heckman, Director of Public Works

Guy Donatelli called the Workshop to order at 4:00 p.m.

Lou Lanzalotto attended and advised that GEYA had received a quote of \$10,000 to renovate one press box at Hickory Park but they were advised by Al Gaspari of a contractor who would do renovate 2 boxes for @ \$16,000. He thanked the Board for including in the 2016 budget the renovation of Hickory Park bathrooms and 2 press boxes. Hopefully the parking lot paving can be completed this year, or included in the 2017 budget. He asked if the Board would consider including in the 2017 budget: a 3rd press box, permanently addressing the constantly muddy area behind Field 1. Cary Vargo advised that the Public Works Department will fill the area with rock as previous remediation hasn't been successful. Installing netting along the Turnpike was discussed as the players skill levels are advanced and balls are being hit that direction. The netting would be up during the baseball season and taken down before winter. Cary Vargo said the Township will inspect the infrastructure for the netting and replace it.

Guy Donatelli and Cary Vargo forwarded to Mike Heckman the business card of a resident who can assist the Township with equipment rentals; we would be able to reserve large equipment for a season but we'd only pay the rental fee if we actually use the equipment.

Public Works Department Strategic Plan - Review

Mike Heckman explained that Dave Woglom of Lafayette College spent 2 days in July with the Department to assess how the Department can help itself from within the Department. A Strategic Plan was developed, with input by all Public Works Staff, to provide direction for the Department over the next 10 years, which will be reevaluated every so many years to see if they're achieving their goals. Improving interdepartmental communications, identifying strengths and weaknesses, and defining constructive resolutions to problems are a sample of the items identified through the discussions. The Staff would like to see all equipment stored inside, to increase the longevity; more personnel so more tasks could be accomplished in-house and for increased safety; detailed explanations and expectations of tasks; and consistent, enforceable Policies. Jamie Goncharoff asked where we go from here with this information. Cary Vargo advised that 7 of the 15 goals can be accomplished in the short term. The 2016 budget had included an addition to the Public Works garage to house more equipment. The Board will acknowledge the Plan at the October 17 meeting and during the 2017 budget workshops, discuss the items necessary to implement the goals. Jamie Goncharoff suggested more frequent Staff meetings be held to discuss the 'bigger picture' items, how to address resident and inter-departmental requests, and building relationships with the Homeowners Association – the Boards of Directors and the management companies.

Guy Donatelli announced the upcoming workshop dates, October 11 and November 7, 2016, which is a Monday – due to Election Day November 8.

Township Manager's Report

Cary Vargo provided updates for the following activities and projects: the Water Resource Protection Program (previously known as the Storm Water Authority) Technical Advisory Committee met recently and discussed the potential number of properties and fee that might be involved in the Program. The monthly fee was higher than the business plan had estimated, necessitating revisions to the plan. The revised plan will be reviewed at the October 11 Workshop. We've transitioned to Office365 and have purchased 6 laptops this year, transitioning to Windows 10, as well as transitioning to a new desk phone system. Training on the new phone features will be held later this month. Through the Delaware Valley Health Trust, we have a \$3,000 Grant to use throughout the organization. Earthwork has begun at the "Reserve at Chester Springs" (the Frame property). Road paving will be done this week. The McKee/Fetters project concept plan will be submitted early October proposing 375 homes, an 8' pedestrian trail, sidewalks, connections to the Reserve at Eagle and Upland Farms. The Village Trail connection project is moving along – it has received necessary State approvals and will be advertised for bid this Fall, with construction Spring 2017 funded by grants. Ninety-two properties are connected of the 126 properties involved in the Phase 2 public sewer expansion, 8 haven't paid the tapping fee and 25 need the connection permit

Open Session

Cathy Tomlinson noted the park bench at Upland Farms Park in memory of Elaine Benson and suggested benches be placed in memory of Steve Carbo and Cheryl Neri, Township employees who died while they were working for the Township. She also commented that the view from the back of the barn is marred by the treated wastewater storage tank, which should be disguised in some manner, perhaps by painting trees on it, or a mural.

Adjournment

There being no further business to be brought before the Board, Guy Donatelli adjourned the Workshop at 5:19 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary