



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS
MEETING

March 20, 2017
7:00 p.m.
Approved

In Attendance:

Board of Supervisors

Kevin C. Kerr, Chair

Jamie W. Goncharoff, Vice-Chair
(participated by conference call)

Guy A. Donatelli, Member

Township Administration

Cary B. Vargo, Township Manager

Shanna Lodge, Assistant Township Manager

Gwen A. Jonik, Township Secretary

Jill Bukata, Township Treasurer

John DeMarco, Police Chief

Al Gaspari, Codes Administrator

Dave Leh, P.E., Township Engineer

Mr. Kerr called the meeting to order at 7:02 p.m., led the Pledge of Allegiance, offered a moment of silence, and announced Mr. Goncharoff would be participating via telephone.

Approval of Minutes

Mr. Donatelli moved, seconded by Mr. Goncharoff, to approve as presented the minutes of the February 14, 2017 Board of Supervisors Workshop and the February 21, 2017 Board of Supervisors Meeting. The Motion carried unanimously.

Approval of Payments

Mr. Donatelli moved, seconded by Mr. Goncharoff, to approve the payments to all vendors as listed March 16, 2017. The Motion carried unanimously.

Treasurers Report

Jill Bukata reported the Township's financial position continues to be strong; year-to-date revenue is at 13.0% of budget; expenses are at 12.8% of budget. Mrs. Bukata requested the Board's approval to transfer \$950,000 from the General Fund to the Capital Fund, as budgeted for anticipated expenses for the Village trail connection project and the delivery of the street sweeper/vacuum truck and 10-wheel dump truck. Mr. Donatelli moved, seconded by Mr. Goncharoff, to authorize the transfer of \$950,000 from the General Fund to the Capital Fund. The Motion carried unanimously.

Steve McNaughton asked several questions regarding the financial reports, which Mrs. Bukata will answer during the week.

Supervisor's Report

Mr. Kerr advised that the Board met earlier this evening with longtime resident Patti Spackman who is interested in serving on the Historic Commission. Mr. Goncharoff moved, seconded by Mr. Donatelli, to appoint Ms. Spackman to the Historic Commission, filling a mid-term vacancy, which will expire December 31, 2018. The Motion carried unanimously.

Mr. Kerr read the following calendar: April 11, 2017 4:00 p.m. Joint Boards and Commissions Workshop; April 14, 2017 Office Closed – Good Friday; April 17, 2017 7:00 p.m. Board of Supervisors Meeting; April 23-26, 2017 Annual Pennsylvania State Association of Township

Supervisors' Educational Conference in Hershey; June 17, 2017 6:00 p.m. 9th Annual Upper Uwchlan Township Block Party on Route 100; yard waste collections are March 22 (postponed from March 15 due to snow) April 5, 12, 19, and 26.

ADMINISTRATION REPORTS

Township Engineer's Report

Dave Leh reported that the Township has received preliminary land development plans for the McKee-Fetters project, which will be reviewed by Consultants for the Planning Commission's April 13, 2017 meeting; revised land development plans for the Marsh Lea project are expected in the near future.

Building and Codes Department Report

Al Gaspari reported that 30 building permits were issued in February, totaling \$6,200 in permit fees; Sunoco's Mariner II project is beginning with hydrostatic testing of existing lines on March 27; ACME's restaurant project is moving along; the Struble Trail parking lot improvements are under construction; and a Zoning Hearing Board application was received for scheduling in April.

Police Chief's Report

Chief DeMarco reported that the Department logged 999 complaints last month, including 19 reported crimes, 8 arrests; reminded residents to check the *Upper Uwchlan Police Department* Facebook page for information and updates, such as during the snow storm; and the Department will be holding a free firearms safety class April 19, 2017.

Public Works Department Report

Cary Vargo reported that 89 work orders were submitted in February, and 83 were completed; the Department completed regular routine maintenance of facilities and vehicles, and delivery of the 10-wheel dump truck and sweeper/vacuum truck are expected in April. Mr. Goncharoff thanked the Staff for the Electronics Waste Recycling Event held last week.

Land Development

Cary Vargo advised that Toll Brothers requested an escrow release #2 for the sanitary sewer infrastructure related to Ewing Tract "Carriage Homes South" in West Vincent Township. ARRO reviewed the request and recommends a \$16,237.72 release. Mr. Donatelli moved, seconded by Mr. Goncharoff, to release \$16,237.72 as recommended by ARRO. The Motion carried unanimously.

Dave Leh advised that Toll Brothers requested an escrow release #3 for general site work at the Reserve at Chester Springs. Gilmore reviewed the request and recommends a \$702,014.22 release. Mr. Donatelli moved, seconded by Mr. Goncharoff, to release \$702,014.22 as recommended by Gilmore. The Motion carried unanimously.

Mr. Vargo advised that Toll Brothers requested an escrow release #3 for sanitary sewer work for the Reserve at Chester Springs. ARRO reviewed the request and recommends a \$91,727.23 release. Mr. Goncharoff moved, seconded by Mr. Donatelli, to release \$91,727.23 as recommended by ARRO. The Motion carried unanimously.

ADMINISTRATION

Cary Vargo reported that as required, the Township Emergency Management Planning Commission periodically updates the Township's Emergency Operations Plan -- mainly updating the contacts for resources and a few new contacts for current businesses -- and re-affirms the National Incident Management System (NIMS) as the basis for our emergency responses.

Mr. Goncharoff moved, seconded by Mr. Donatelli, to adopt Resolution #03-21-17-02 which approves the updated Township Emergency Operations Plan and Resolution #03-21-17-03 which reaffirms NIMS as the Township's emergency management base. The Motion carried unanimously.

Cary Vargo explained that Windsor Christian School is upgrading the "School Zone" stationary sign to a flashing sign on Ticonderoga Boulevard and PennDOT requires the Township to sign the Application. Mr. Donatelli asked who will own and maintain the flashing sign. Mr. Vargo advised that the Township will own and maintain the sign. Mr. Donatelli moved, seconded by Mr. Goncharoff, to adopt Resolution #03-21-17-04 which authorizes Mr. Vargo to sign PennDOT's TE-160 Form for this signal upgrade. The Motion carried unanimously.

Reserve at Chester Springs Sanitary Sewer Easement Agreement. Cary Vargo explained that there are several homes on Little Conestoga Road that abut the Reserve at Chester Springs (Frame property) that can connect to the public sewer system on the Frame property. This Easement Agreement was drafted in order to serve those properties in the future through the Lot that will contain the Tot Lot and Gazebo. One of the homes is within the mandatory connection area of 150 feet and has paid their tapping fee; 2 or 3 are not in the mandatory connection area but could choose to do so since it is so close. ARRO and the Authority Solicitor have reviewed the Agreement and recommend its approval. Mr. Goncharoff moved, seconded by Mr. Donatelli, to execute the Sanitary Sewer Easement Agreement for the Lot within the Reserve at Chester Springs. The Motion carried unanimously.

Audio/Video Recording of Township Meeting Policy. Mr. Vargo explained that the Policy provides basic rules for those interested in recording an Upper Uwchlan Township public meeting, for example, an individual who wants to record a meeting must inform the Chair of the Meeting of their intention to record all or part of the meeting; any recording device will be located to the rear of side of the room; etc. Mr. Goncharoff moved, seconded by Mr. Donatelli, to adopt Resolution #03-21-17-05, establishing an Audio/Video Recording of Township Meeting Policy. The Motion carried unanimously.

Open Session

Hal Harper made comment of the Block Party start time of 6:00 p.m. June 17, 2017.

Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the Meeting at 7:31 p.m.

Respectfully submitted,

Gwen A. Jonik,
Township Secretary