



**TOWNSHIP OF UPPER UWCHLAN**  
**BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
September 18, 2017  
7:00 p.m.  
**Approved**

**In Attendance:**

Board of Supervisors

Kevin C. Kerr, Chair  
Jamie W. Goncharoff, Vice-Chair  
Guy A. Donatelli, Member

Township Administration

Cary B. Vargo, Township Manager  
Shanna Lodge, Assistant Township Manager  
Gwen A. Jonik, Township Secretary  
Jill Bukata, Treasurer  
John DeMarco, Police Chief  
Al Gaspari, Codes Administrator  
Mike Heckman, Director of Public Works  
Dave Leh, 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 inquired of anyone planning to record the meeting. There were no responses.

Approval of Minutes

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

Approval of Payments

Mr. Goncharoff moved, seconded by Mr. Donatelli, to pay all vendors as listed September 14, 2017. The Motion carried unanimously.

Treasurer's Report

Jill Bukata reported the Township's Balance Sheet remains strong; year-to-date revenues are at 75.5% of the annual budget; year-to-date expenses are at 59.8% of the budget; and Earned Income Tax revenue is \$225,000 higher than at this time last year.

Supervisor's Report

Mr. Kerr recognized Montesano Brothers and ACME for their support of the Junior Police Academy this past June.

Mr. Kerr announced that the Board met with Jordan Staub earlier this evening to discuss his interest in serving on the Historic Commission. Mr. Goncharoff moved, seconded by Mr. Donatelli, to appoint Mr. Staub as a member of the Historic Commission for a 3-year term which will expire December 31, 2020. The Motion carried unanimously.

Mr. Kerr read the following published calendar: October 10, 2017 4:00 PM Board of Supervisors Workshop and 2018 Budget Workshop; October 16, 2017 7:00 PM Board of Supervisors Meeting; and Yard Waste Collections are September 20, 27, October 4 and October 11.

Administration Reports

Township Engineer's Report

Dave Leh reported a Final Land Development Plan for the McKee Group (Fetters) is being reviewed and will be discussed at the Planning Commission's October 12, 2017 meeting; a land development/building addition plan for CarSense is being reviewed by consultants and will be

discussed at the Planning Commission's October 12, 2017 meeting; and Montesano Brothers has submitted a Conditional Use Application seeking approval for table service and an outdoor seating area, and licensed craft beer is proposed. The Hearing might be scheduled for October 16, 2017.

#### Building and Codes Department Report

Al Gaspari reported that 90 building permits were issued over the last month, totaling \$9,032.00 in permit fees; CarSense installed an above-ground gas tank; J-Tech is expanding its business in Eagle Industrial Park; Mr. Gaspari attended a PENNBOC conference; Profound Technologies, an audio/video/electronics business, purchased the AT&T building on Little Conestoga Road and plans to open in November; and Stan Stubbe, the Township's lighting consultant, is working with Byers Station HOA regarding LED street light bulbs.

Mr. Goncharoff asked about the commercial property fire / safety inspection program. Mr. Gaspari advised it's going well. Most commercial properties have items that will need to be re-inspected, such as smoke alarms, fire extinguishers, etc.

#### Police Chief's Report

Chief DeMarco reported 1,047 incidents were logged, including 14 reported crimes and issuing 130 traffic-related citations. The Chief reminded everyone to watch out for children and busses, now that school is back in session.

Mr. Goncharoff asked if there had been any recent Marsh Creek State Park closures that became problematic. Chief DeMarco advised that the Park Road residents' concerns had been addressed or handled as best as they could be, and he's going to meet with Park officials from another County who are experiencing the same thing, to see how they're handling this issue.

Bob Feters commented that a bicycling event in the township this past weekend caused travel issues on several roads – it was difficult to safely pass by the cyclists. Chief DeMarco advised the event was the annual Marshman Triathlon and he will discuss this matter with the Coordinator next year.

#### Public Works Department Report

Mike Heckman reported that the Department carried out routine maintenance tasks, completed 181 of 205 work orders; road base repairs and paving were completed; work was started for the 2018 budget draft; a storm water pipe was repaired on Dorothy Lane; and the 2017-2018 Snow Removal bid opening was September 7th.

#### ADMINISTRATION

2017-2018 Snow Removal Bid Results – Contract Award. Mike Heckman reported that we received only 1 bid this year. Exton Paving bid 1 dump truck and 2 pick-up trucks. This doesn't fill the number of trucks we had requested; we might hire drivers for several extra trucks we have. Mr. Heckman explained that Contractors are bidding on malls and commercial jobs where they get paid whether or not they plow because they're on call. Mr. Heckman requested the Board award the Contract to Exton Paving as follows: quantity 1 6-yard dump truck with plow and salt spreader @ \$195/hour and quantity 2 4-wheel drive pick-up trucks @ \$145/hour. Mr. Goncharoff moved, seconded by Mr. Donatelli, to award the 2017-2018 Snow Removal Contract as stated above. The Motion carried unanimously.

2018 Pension Plan Minimum Municipal Obligation. Jill Bukata advised the Board that the following figures have been recommended by the Actuaries for the 2018 Pension Plan obligations: Uniformed Employees \$177,627; Non-Uniformed Employees \$93,575; Non-Uniformed Employees Defined Contribution Plan \$11,019. Mr. Goncharoff moved, seconded by

Mr. Donatelli, to approve the minimum municipal obligations as stated above. The Motion carried unanimously.

Upper Uwchlan Township/Upper Uwchlan Township Police Association Memo of Understanding– Jury Duty. Chief DeMarco explained that while it's rare that an Officer is called for jury duty, and recognizing jury duty as a citizen's responsibility, a policy should be established which determines whether or not the Officer is considered on-duty, paid accordingly, and should turn in the stipend from the Court. This Memo of Understanding states that an Officer called to jury duty will be considered on-duty for up to 2 days, maximum, and then they're considered on their own time. Mr. Goncharoff moved, seconded by Mr. Donatelli, to approve the terms of this Memo of Understanding. The Motion carried unanimously.

Records Disposition Resolution. Cary Vargo explained that this Resolution provides for the disposal of Township records according to the Pennsylvania Historical & Museum Commission's Municipal Records Manual, and includes a list of the records that may be disposed. Mr. Donatelli moved, seconded by Mr. Goncharoff, to approve Resolution # 09-18-17-13, providing for the disposal of certain Township records. The Motion carried unanimously.

#### Open Session

There were no comments offered.

#### Conditional Use Hearing – Applicant: Black Horse ELU, LLC

The Hearing has been continued as the Plan is being revised; the next Hearing date hasn't been determined.

#### Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the meeting at 7:42 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary