



Upper Uwchlan Township
Board of Supervisors Workshop,
Draft 2018 Budget Workshop

October 10, 2017

4:00 p.m.

Minutes

Approved

In attendance:

Kevin Kerr, Chair
Jamie Goncharoff, Vice-Chair
Guy Donatelli, Member
Cary Vargo, Township Manager
Shanna Lodge, Assistant Township Manager

Jill Bukata, Treasurer
John DeMarco, Police Chief
Mike Heckman, Public Works Director
Gwen Jonik, Township Secretary

Kevin Kerr called the Workshop to order at 4:00 p.m.

Downingtown Area Senior Center

Muriel Kennedy, Executive Director of the Downingtown Area Senior Center attended to provide details of the services and programs provided to area senior citizens through the Center, and to request consideration for financial contribution to the Center in 2018. Ms. Kennedy began her tenure with the Center this June. The 'Downingtown Area' covers 15 townships. They are currently open Monday-Friday 9:00-3:00 but would like to be open until 8:00 p.m. They provide workshops for newly retired residents, hot lunches during the week, a variety of programs, classes and activities to keep the mind and body healthy, coordinated outings/trips, a monthly newsletter, assist seniors with navigating governmental agency resources. Most of their seniors drive or use Rover. They'd like to reach more homebound seniors.

One-third of their annual budget comes from the United Way and the Department of Aging. They seek Grants and hold several fundraisers, such as their "Pasta With A Purpose" dinner. They're requesting financial contributions (suggesting \$2,000) from each of the municipalities they serve. They serve @ 700 people; 60 per day walk in for meals. She did not know the exact number of Upper Uwchlan residents that use the Center. They also seek volunteers to assist with the various programs and activities.

The Board of Supervisors appreciated the presentation and will consider the Center during 2018 budget discussions. They requested more information regarding the total number of seniors served, the number of residents served per township, and the number from Upper Uwchlan. Upper Uwchlan can help promote the Center (<https://www.downingtownseniors.org/>).

Draft 2018 Budget

Jill Bukata provided a general overview of the first draft of the budget. The General Fund shows quite an increase, before transfers to other funds, due to projected revenue increases. There will be a number of new homes constructed in the next several years proposed in recently approved land development plans or those plans in the approval process -- @ 136 new homes in 2018, 175 in 2019. Real estate transfer taxes and earned income taxes will increase with these new homes. Building permit fees will increase during the build out. Staff salaries are

proposed to increase 3%. One part-time police officer is proposed. Healthcare costs may increase slightly. Unemployment compensation through PSATS (Pennsylvania State Association of Township Supervisors) will decrease; pension costs will increase for both non-uniformed and uniformed employees as pension plans are evaluated countrywide over a 2-year period and while our plans are in good shape, others across the country are not, raising everyone's costs.

Police Department Highlights:

Chief DeMarco presented a review of departmental activity in 2017: continuation of the unused/expired drug take-back program; employee development programs; incident de-escalation training for the Officers; use of bodycams; increased presence using social media; continually building community relationships; building a vehicle accident analysis data base which will help determine whether accidents were due to road conditions or driver error; maintaining Accreditation.

Proposed for 2018: \$2,155,000 departmental budget: daily evaluation of services to citizens – each officer visits 5 retail businesses per shift and each Homeowners Association, church, and sports team is assigned an officer; planning a “Citizens Academy”, similar to Junior Police Academy but for adults and covering all facets of local government; installing an E-Citation System – an officer scans a driver's license and the system automatically populates a citation which gets sent to district court and to the Police Dept. for e-storage – currently 2 cars using this technology; move an existing part-time officer to full-time or hire another part-time officer; continue maintenance of Accreditation status and prepare for Assessment in April 2019 – maintaining Accreditation means the Officers carry higher standards in their work, and if there is ever a conduct issue or lawsuit against the Department, being an Accredited Department reduces the liability.

Building/Codes Department Highlights

Cary Vargo advised there are no changes proposed in the building/codes department. The commercial property fire and safety inspection program, using a third-party inspector, began this year and will continue in 2018.

Solid Waste Fund

Jill Bukata advised there aren't many changes proposed for 2018. The new construction homes will generate revenue that will be offset by expenses for purchasing additional toters for those homes and the increased costs for the Hauler's contract and tipping fees.

The 3-year contract with A.J. Blosenski expires July 31, 2018. It includes (2) 1-year extensions.

Liquid Fuels Fund

This fund will have \$411,000 in revenue, which is increased funding from PennDOT. The proposed expenditures will include additional road base repairs due to the shorter 'life' of the required asphalt and the renovation of Pennsylvania Drive.

Water Resource Protection Fund (previously Storm Water Management Fund)

There are no changes planned for this fund in 2018. The projects and programs planned for 2017 are carried forward into 2018, minus storm inlet materials and repairs that were accomplished this year.

Act 209 Traffic Impact Fee Fund

There are no traffic improvement projects planned at this time.

Mike Heckman advised that he'd like to apply to PennDOT's "Green Light Go" grant in order to replace the traffic signal bulbs and pedestrian crossing lights with LED bulbs. We'd seek \$381,000 which would require a 20% match from us (\$76,000). The grant can also be used to replace the back-up batteries in the 12 signals in the township. Mr. Kerr suggested this be included in the Public Works budget.

Open Session

Ray Erfle, Windsor Ridge resident, suggested the Supervisors' Workshop agenda provide a greater level of detail of the topics that will be discussed, especially the budget items. Mr. Kerr replied we will make mention of any budget items that might significantly impact the fund or department that will be discussed.

Mike Heckman advised that at the November 2018 Budget Workshop, the Public Works Department will propose purchasing 1 or 2 trucks and another pole barn for equipment storage.

Don Tracy, Reserve at Waynebrook resident, voiced his frustration and sought answers to his complaints about the over-sized overflow parking area and associated lighting at the Levante beer garden. The size of the business is much larger than what was presented as exhibits and testified to at the Conditional Use Hearing, with the outdoor seating area and overflow parking being twice the size. The Board of Supervisors agreed that no one was prepared for the success of this business. They apologized for the problems he had endured over the summer. They should have been more vigilant when drafting the conditions of approval.

Cary Vargo advised that the owner submitted a land development plan today to address the parking and landscaping concerns going forward, which will include a buffer between the business and the residences.

Lengthy discussion followed, including these items:

1. A formal traffic count wasn't completed as counts for the existing businesses hadn't been determined.
2. According to the transcript, parking was approved for 120 cars, using the @ 80 paved spaces first, then overflow. There are typically several hundred cars in the overflow field and open spaces in the paved lot at Pottstown Pike. The Supervisors agreed someone should monitor the parking lots and limit the overflow to 40-50 cars. The business could seek formal Agreements for parking in other Village business lots.
3. There wasn't supposed to be any lighting in the field and parking was supposed to be kept away from the Waynebrook property line. That hasn't been the case. There were diesel generator powered lights in the field, which were removed, then market lights strung, now more lights are being strung, etc.
4. There are various adult activities taking place in the field and in cars that are visible from Waynebrook properties. The business's security detail doesn't venture far from the buildings. The Police Chief advised that these activities should be reported immediately to the Police Department.
5. The Township Solicitor has recently advised that if the business can't operate within the conditions of approval, the business needs to close down until they can comply, or the Township should enforce the conditions.
6. Can they have 'temporary lighting'? Aren't there limits for occupancy of outdoor space? Does the liquor license provide occupancy restrictions?

7. Even if the project receives land development approval, that doesn't mean that the business would receive conditional use approval to operate next year. They have to seek approval each year. The request would be considered at a much deeper level next year. Conditions of approval can be changed.
8. The property is within the C-1 Commercial Village district and conditional use approval is necessary for outdoor seating.
9. As of November 1, 2017, all strings of lights, wires, guidelines, etc. that were in the overflow parking field will be removed.

Adjournment

There being no more business to be brought before the Board, Kevin Kerr adjourned the Workshop at 7:13 PM.

Respectfully submitted,

Gwen A. Jonik
Township Secretary