



Upper Uwchlan Township  
JOINT BOARDS & COMMISSIONS WORKSHOP  
September 8, 2020  
4:00 p.m.  
Minutes  
Approved

LOCATION: This was a virtual Workshop, held via Zoom video/audio conferencing, in order to minimize public exposure to COVID-19 and maintain social distancing. The meeting's Public Notice instructed those interested in participating in the meeting to email or call the Township Manager for the link and password to join in the meeting.

In attendance:

Sandy D'Amico, Chair	Cathy Tomlinson, Park & Rec Board Chair
Jamie Goncharoff, Vice-Chair	Sally Winterton, Planning Commission Vice-Chair
Jenn Baxter, Member	Jim Greaney, Zoning Hearing Board Chair
Tony Scheivert, Township Manager	Matt Brown, Township Wastewater Consultant
Shanna Lodge, Assistant Township Mgr.	Hal Harper, Municipal Authority Vice-Chair (4:30)
Gwen Jonik, Township Secretary	Jill Bukata, Township Treasurer
	John DeMarco, Police Chief

Sandy D'Amico called the Joint Boards & Commissions Workshop to order at 4:02 PM, led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the Workshop. There were 9 citizens in attendance.

Comprehensive Annual Financial Report (CAFR) – Year ended December 31, 2019

Jill Bukata introduced Jeff Kowalczyk of Barbacane Thornton who presented a summary of the annual audit report. Jeff introduced Bob Kauffman, Barbacane Thornton, who was the in-charge accountant. The audit, which began in March, was done completely remotely due to COVID-19 restrictions. They completed the audit and found no material weaknesses in internal controls, no deficiencies, and they provide separate reports for the Municipal Authority and pension plans. Towards the back of the report there's a statistical section, 10 years of data, a wealth of information. This year included a compliance audit of a major federal grant, the Park Road Trail project, as it used federal funds. All was found to be in order.

Sandy D'Amico questioned shortfalls in the liquid fuels fund for next year, as it'll be decreased due to COVID restrictions and less driving. Jeff Kowalczyk suggested we don't count on the state to fund to the same capacity for at least first 6 months, and the Township has a strong earned income tax base and multiple sources of funds to count on. It was also noted that if people continue to work from home, their home becomes their place of work and the Township will benefit from that, as well.

To give a few more minutes for several Boards/Commissions Chairpersons to join the meeting, Sandy D'Amico suggested Open Session be held.

Phil Marks and Thomas Ludgate, representing Windsor Baptist Church were present to briefly discuss the Church's request for a waiver from providing sidewalk along Park Road during their Final Land Development Plan approval process. The topic was discussed during their

conditional use and preliminary land development approvals. The Board denied the request during Preliminary Approval and the Church is appealing that decision for a number of reasons, one of which is that current conditions would most likely require a retaining wall at the corner of Park and Little Conestoga, which would impact the parsonage foundation, and increase the sidewalk installation \$75,000. It was suggested the installation could take place later in the project as there's the possibility that the parsonage would be razed, changing the grade at the corner and eliminating the need for a retaining wall. Tony Scheivert suggested further discussion, along with the Township Solicitor, following the Church's attendance at the Planning Commission's September 10 meeting.

Steve Senn commented on a storm water basin that isn't working properly on JTech's property in the Eagle Industrial Park. He reported it to the Township last year and it hasn't been fixed. Chester County Conservation District investigated July 2019 and reported no issue; Tony Scheivert will ask CCCD to return though Mr. Senn says it's between the Township and the property owners. Jamie Goncharoff asked Tony to follow up with JTech to see if they had hired an engineer to inspect the basin, if it's operating and maintained accordingly and let Steve Senn know the results.

Lee Johnson, West Vincent Township resident, commented on recent protesters outside St. Elizabeth's Church and possible violations of our noise ordinance and park and trail codes. The Police were contacted and responded at the time. Chief DeMarco advises the incident is being investigated and will be forwarded to the County District Attorney's office.

#### Boards & Commissions Updates

##### Emergency Management Planning Commission (EMPC)

A representative hadn't yet joined the meeting.

##### Historical Commission (HC)

A representative hadn't yet joined the meeting.

##### Municipal Authority

Hal Harper, Chair, and Matt Brown, Administrator, were present. Matt reported that the Authority was awarded an H2O Grant for the Byers Road sanitary sewer main extension project in the amount of \$463,000. The Authority hopes to advertise for bids this fall and award this winter for construction to begin in spring 2021. We've also been awarded @ \$47,000 Grant toward updating the township-wide Act 537 sewer plan. A survey was mailed to all properties with on-lot disposal systems (OLDS) in order for the Authority to gather information for potential expansion. Other recent Authority activities include: review of the Phase III of the Route 100 Wastewater Treatment Facility (WWTF), which has been coordinated along with the "Preserve at Marsh Creek" (McKee/Fetters) subdivision approval. Their construction application was submitted to PaDEP for approval and following their approval, McKee will hire a contractor and it's hoped construction at the WWTF could begin spring 2021, providing increased treatment capacity. The Authority has been researching additional disposal areas. Hal Harper noted there's not a lot of eligible parcels left in Upper Uwchlan, so we've looked outside our boundaries. A parcel in West Vincent Township is very promising. We've begun conversations with the owner. Matt Brown noted that Phase II has enough treatment and disposal capacity to serve all developments that have been approved; the Township is looking for additional space, for the future, for neighborhoods with failing systems.

### Planning Commission (PC)

Sally Winterton, Vice-Chair, reported that the PC has been reviewing a variety of township ordinances over the 12-18 months, and has worked with the Historical Commission on a few things. Recent land development submissions have been minor additions. The PC is a very varied and diverse group of members in terms of background and careers, bringing broad perspectives.

Sandy D'Amico commented that with today's technology, businesses can operate in smaller footprints. On the one hand, we want to encourage business and industry in the Township and should look at what types of businesses/uses could be added in certain districts. On the other, we need to protect our residents from some of the types of businesses that could go into the Limited Industrial (LI) or Commercial areas.

Discussion included: most of our ordinances are 30 years old; new manufacturing processes may be safer; if manufacturing can be done in smaller areas, watch definitions and types of materials that might be used; ask Zoning Officer (Anthony Campbell) to see if we're lacking in uses or types of zoning, or what uses are allowed next to residential, then have solicitor review; the PC discussed the outdoor storage tank ordinance at their last meeting and there are some instances where outside tanks should be allowed, but there are types of materials/chemicals that should not be allowed; the new revisions are clearer in regard to design and safety; businesses in Eagleview could enclose the tanks rather than change the zoning.

### Zoning Hearing Board (ZHB)

Jim Greaney, Chair, reported they heard an application last month seeking relief from back yard setbacks as the resident wanted a larger deck than was allowed. The ZHB denied the request. The resident could have a deck, just not as large as they wanted. The resident was misled by the developer.

Steve Senn questioned who checks on whether buildings are being used as they were proposed, and how is that enforced. Township staff may inspect if they observe or receive reports of violation.

Sally Winterton made comment regarding proposed changes to the exterior decoration of the Eagle Tavern, as the name is changing (to Bloom), as is the business ownership.

### Park & Recreation Board (P&R)

Cathy Tomlinson, Chair, reported the P&R has recommended resurfacing the basketball and tennis courts at Hickory Park with the funds received for the temporary pipeline construction easement and requests the Board of Supervisors approve the contracts. Quotes were received from 3 contractors that specialize in sport court resurfacing and the Breneman Company was lower for both courts -- basketball \$11,900; tennis \$19,600 -- totaling \$31,500.

Jamie Goncharoff moved, seconded by Jenn Baxter, to award the contract to resurface the basketball and tennis courts to Breneman Company, totaling \$31,500. Tony Scheivert had confirmed the quotes were still valid. The Motion carried unanimously.

Cathy also inquired of the status of the Windsor Ridge trail, providing a connection to other existing trails, connecting them to Eagle Village? Shanna Lodge noted that there's a connection proposed in the Master Trail Plan (2005). P&R would like to move this item higher on the priority list. Other P&R activities include planning: another Drive-In Movie Night at Hickory Park

for October, perhaps holding a Halloween Trunk 'N Treat, a modified annual Tree Lighting November 28, 2020 - potentially ending with fireworks – and encouraging “Light UP” Upper Uwchlan (by Nov. 28), where residents are encouraged to decorate their homes/neighborhoods by Nov. 28, provide their addresses or community to Township staff who will create a map and residents can drive by and enjoy the scenes.

#### Emergency Management Planning Commission (EMPC)

Byron Nickerson, Chair, forwarded a brief report to Tony Scheivert, that he and the EMPC have been involved in COVID-19 related preparations and responses since February; participating in the County’s pipeline safety advisory board; trying to keep the community informed, making contributions to the township newsletters and website.

#### Outdoor Sales of Food for Existing Businesses – Consider Extension

Tony Scheivert advised that the June 15, 2020 Resolution that allows existing businesses to have outdoor seating without going through the conditional use process expires September 9 and requests the Board consider extending the approval for 60 more days. Sandy D’Amico moved, seconded by Jamie Goncharoff, to extend outdoor sales/service for 60 more days. The Motion carried unanimously.

#### Open Session

Jenn Baxter asked if the pandemic has affected the timing or plans to renovate Upland Farms, is there anything to focus on at this time? Shanna Lodge advised that nothing was in the works at this time; however, if the Board desired, a Request for Proposals (RFP) could be drafted to select a construction manager for further barn renovations, and the house has some issues to address.

Sandy D’Amico asked when political signs can be put up and taken down? It wasn’t known when they could be put up; Township Code 200-96.H. says they must be taken down within 3 days after the election.

#### Adjournment

There being no further business to be brought before the Board, Sandy D’Amico adjourned the Workshop at 6:45 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary