



UPPER UWCHLAN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
December 21, 2020  
7:00 p.m.  
**Approved**

**LOCATION:** This was a virtual meeting, held via Zoom video/audio conferencing, in order to minimize public exposure to COVID-19 and maintain social distancing. The meeting's Public Notices 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:**

Board of Supervisors

Sandra M. D'Amico, Chair  
Jamie W. Goncharoff, Vice-Chair  
Jennifer F. Baxter, Member

Kristin Camp, Esq., Township Solicitor

Tony Scheivert, Township Manager  
Shanna Lodge, Assistant Township Manager  
Gwen Jonik, Township Secretary  
Jill Bukata, Township Treasurer  
Mike Heckman, Director of Public Works  
Dave Leh, P.E., Gilmore & Associates  
Rhys Lloyd, Building Code Official  
Anthony Campbell, Zoning Officer

Sandy D'Amico called the meeting to order at 7:03 pm, led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the meeting. Eight citizens were in attendance.

Approval of Minutes

Mrs. Baxter moved, seconded by Mr. Goncharoff, to approve as presented the minutes of the November 10, 2020 Board of Supervisors Workshop and the November 16, 2020 Board of Supervisors Meeting. The Motion carried unanimously.

Approval of Payments

Mrs. Baxter moved, seconded by Mr. Goncharoff, to approve the payments to all vendors as listed December 17, 2020. The Motion carried unanimously.

Treasurer's Report

Jill Bukata reported the financial position remains strong; year-to-date revenues are at 115.4% of the budget; year-to-date expenses are at 84.5% of budget; earned income tax revenue is \$125,757 higher than this time a year ago.

Mrs. Bukata requested authorization to transfer \$150,000 from the Solid Waste Fund to the Capital Fund, as included in the 2020 Budget. Mrs. Baxter moved, seconded by Mr. Goncharoff, to authorize the transfer. The Motion carried unanimously.

Mrs. Bukata noted that the Board can make a resolution to formally amend the 2020 Budget that would include amendments that were approved throughout the year. In January 2020, the Board had approved an additional contribution to Lionville Fire Company of \$150,000, toward the purchase of a new fire truck, and in November 2020, the Board approved a \$1,000,000 transfer from the General Fund to the Capital Fund for funding of Capital projects, such as the Township building expansion. Mr. Goncharoff moved, seconded by Mrs. Baxter, to formally amend the 2020 Budget regarding the additional contribution to Lionville Fire Company. The Motion carried unanimously. Mrs. Baxter moved, seconded by Mr. Goncharoff, to formally amend the 2020

Budget regarding the \$1,000,000 transfer from the General Fund to the Capital Fund. The Motion carried with two in favor and one abstention (Goncharoff).

#### Supervisor's Report

Mrs. D'Amico read the following published calendar: December 25, 2020 Office Closed ~ Christmas Day; January 1, 2021 Office Closed ~ New Year's Day; January 4, 2021 7:00 PM Board of Supervisors Annual Organization Meeting; January 19, 2021 (Tuesday) 7:00 PM Board of Supervisors Meeting; yard waste collection dates: December 23, 2020, January 6 and 20, 2021.

#### Administration Reports

##### Township Engineer's Report

Dave Leh reported that the Sunoco pipeline project in Meadow Creek Lane has begun and is going well; earthwork has begun, and several building permits received for the "Enclave at Chester Springs", the 55-townhouse project on Byers Station Parcel 5C Lot 2A.

Mrs. Baxter asked if Sunoco has issued a schedule for the Meadow Creek Lane work. Mr. Leh advised that there is no formal schedule; Tony Scheivert noted Sunoco is crossing a Texas Eastern pipeline which may require digging 20' deep. The roadway may be shut down 1 week for that work – affected residents will be notified ahead of time by the Township and there will be access from the other side of Meadow Creek Lane.

##### Building and Codes Department Report

Rhys Lloyd reported that 71 building permits were issued last month, totaling \$21,379 in permit fees. That's twice the number of permits issued November 2019. The Department is busy with new construction and with resale activity, but he, Kathi McGrath and Anthony Campbell are handling the workload.

##### Police Chief's Report

Chief DeMarco was not present.

##### Public Works Department Report

Mike Heckman reported that along with routine maintenance activities, the Department received and completed 149 work orders, installed brine sprayers on the trucks, completed a stormwater inlet project on Moore Road, painted road markings, trimmed roadside trees, and responded to a traffic signal failure at Route 100/Ticonderoga Boulevard, caused by a tractor-trailer hit and run. The signal was back up and running within 3 hours.

#### Land Development

Windsor Baptist Church Final Land Development Plan. Phil Marks and Thom Ludgate were present to request Final Land Development Plan approval for their 2-story school building addition project, which includes sidewalk and grading along Park Road. Preliminary Plan Approval was granted November 22, 2019. Mr. Ludgate advised that the sidewalk design has been reviewed and revised and they can comply with consultants' comments. Dave Leh noted the Church will construct the trail within 5 years or the Township will draw on the escrow; Kristin Camp noted that paragraph 4 of the conditions of approval are direct from McMahon Associates' review.

Mr. Goncharoff moved, seconded by Mrs. Baxter, to grant Final Land Development Plan Approval of a plan titled "Windsor Baptist Church" prepared by Ludgate Engineering Corporation, dated January 22, 2019, and last revised April 14, 2020 (the "Final Plan"), accompanied by the following conditions. The Motion carried unanimously.

Windsor Baptist Church Final Land Development Plan Conditions of Approval

1. Except as set forth in Condition 4 hereinbelow, the Final plan shall be revised to comply with Gilmore & Associates, Inc.'s review letter dated September 8, 2020.
2. Except as set forth in Condition 4 hereinbelow, all conditions set forth in the September 16, 2019 Conditional Use Decision & Order shall be adhered to and the Final Plan shall be revised, as necessary.
3. Except as set forth in Condition 4 hereinbelow, all conditions set forth in the November 22, 2019 Preliminary Land Development Approval shall be adhered to and the Final Plan shall be revised, as necessary.
4. The Applicant shall revise the Final Plan as follows:
  - A. Provide a 6-foot-wide asphalt path from the property's Park Road access to the intersection of Park Road and Little Conestoga Road (the "Park Road Trail").
  - B. Depict additional regrading to the north of the current limits of regrading necessary to remove the retaining wall on the northwest corner of the intersection of Little Conestoga Road and Park Road. The embankment regrading shall be a maximum slope of 2:1.
  - C. Remove the approximate one-foot offset from the existing trail/curb ramp on the north side of Park Road in the vicinity of Ticonderoga Boulevard. The trail alignment in this area shall be curved to reduce the length of the landscape buffer which is less than four feet in width.
  - D. Depict the relocation of the school speed limit flashing signal and add a note requiring PennDOT approval for the relocation.
  - E. Extend the 10-foot wide sidewalk easement to continue along the jog in the asphalt path in the vicinity of the existing curb ramps on the northwest corner of the intersection of Little Conestoga Road and Park Road. The easement shall permit public use of the easement and sidewalk and shall be reviewed and approved by the Township Solicitor.
  - F. The Applicant shall evaluate whether protective fencing or railing is required along the northwest corner of the existing driveway to protect pedestrians from the drop off in the vicinity of the existing stormwater facility. If the Township Engineer determines fencing or railing is required, the Final Plan shall be revised to depict the fencing/railing.
  - G. The installation of the Park Road Trail shall be completed by the Applicant within five years from the date of recording of the Final Plan. Funds for the completion off the trail shall be included as part of the public improvement construction escrow. The amount to be escrowed shall be approved by the Township Engineer. If the Applicant does not complete the installation of the Park Road Trail within five years from the date of recording, the Township may utilize the funds to complete the Park Road Trail.

**ADMINISTRATION**

2021 Budget Resolution, Tax Millage Rate. Jill Bukata advised that the 2021 Operating Budget, including all Funds, totals \$10,873,439, the 2021 Millage Rate remains 1.034 Mills, consisting of .784 Mills for general purposes and .25 Mills for emergency services, and the Hydrant Fee remains at .087 Mills. The 2021 Budget includes no tax increase, no increase in the annual trash/recycling fee (\$315), 3% salary increases. Mrs. Baxter moved, seconded by Mr. Goncharoff, to adopt Resolution # 12-21-20-13, establishing the 2021 Budget at \$10,873,439, establishing the 2021 Millage Rate at 1.034 Mills and establishing the Hydrant Fee at .087 Mills. The Motion carried unanimously.

2021 Pension Plan Contribution Resolutions. Mr. Goncharoff moved, seconded by Mrs. Baxter, to adopt Resolution #12-21-20-14 establishing the Uniformed employee's 2021 Pension Plan contribution rate at 5%. The Motion carried unanimously. Mr. Goncharoff moved, seconded by Mrs. Baxter, to adopt Resolution #12-21-20-15 establishing the Non-Uniformed employee's 2021 Pension Plan contribution rate at 5%. The Motion carried unanimously.

2021 Fee Schedule. Revisions to the Township's fee schedule include: correcting terminology regarding the State/Administrative fee, the addition of a credit card payment option for building permit fees that are under \$1,000; relocating the fence permit to the zoning permit section, revising, and increases in several of the consultants' and solicitors' hourly rates. Mrs. Baxter moved, seconded by Mr. Goncharoff, to adopt Resolution #12-21-20-16 establishing the 2021 Fee Schedule. The Motion carried unanimously.

2021 Emergency Services Providers. There are no changes in emergency service providers' coverage, companies, or territories. Mr. Goncharoff moved, seconded by Mrs. Baxter, to adopt Resolution #12-21-20-17 which designates Lionville Fire Department, Ludwig's Corner Fire Department, East Brandywine Fire Department, Glen Moore Fire Department, Uwchlan Ambulance Corps, Minquas Ambulance, and the Township Police Department as emergency services providers, and Byron Nickerson is the designated Emergency Management Coordinator for Upper Uwchlan Township in 2021. The Motion carried unanimously.

Act 537 Plan Special Study. Tony Scheivert explained that Uwchlan Township is conducting a special study to consider extending a wastewater trunk line for emergency purposes in relation to the Eagleview Wastewater Treatment Facility. Since there are commercial properties in Eagleview within Upper Uwchlan Township that are served by the Eagleview Wastewater Treatment Facility, we were asked to provide a recommendation or Resolution in support of the special study. Mr. Goncharoff moved, seconded by Mrs. Baxter, to adopt Resolution #12-21-20-18, in support of Uwchlan Township's Act 537 Plan Special Study. The Motion carried unanimously.

Open Session

Mrs. D'Amico questioned exit route(s) options+ for Marsh Harbour and Heron Hill residents in the event of an emergency. Mr. Scheivert will speak with Chief DeMarco and provide an update to the Board.

Adjournment

There being no further business to be brought before the Board, Mrs. D'Amico adjourned the Meeting at 7:48 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary