



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
MEETING  
January 19, 2021  
Approved

**LOCATION:** This was a virtual meeting, held via Zoom video/audio conferencing, 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.

**Attending:**

Board of Supervisors

Sandra M. D'Amico, Member  
Jamie W. Goncharoff, Member  
Jenn F. Baxter, Member

Tom Oeste, Esq., Township Solicitor

Township Administration

Tony Scheivert, Township Manager  
Shanna Lodge, Assistant Township Manager  
Gwen Jonik, Township Secretary  
John DeMarco, Police Chief  
Rhys Lloyd, Building Code Official  
Anthony Campbell, Zoning Officer  
Mike Heckman, Director of Public Works  
Dave Leh, Township Engineer

Mrs. D'Amico called the meeting to order at 7:04 p.m., led the Pledge of Allegiance and offered a moment of silence. No one planned to record the meeting. There were twelve citizens in attendance.

Approval of Minutes

Mrs. Baxter moved, seconded by Mr. Goncharoff, to approve as presented the minutes of the December 21, 2020 Board of Supervisors Meeting and the January 4, 2021 Board of Supervisors Organization Meeting. The Motion carried unanimously.

Approval of Payments

Mrs. Baxter moved, seconded by Mr. Goncharoff, to approve the payments to all vendors as listed January 14, 2021. The Motion carried unanimously.

Treasurer's Report

Tony Scheivert presented the Treasurer's Report: the balance sheet remains strong, 2020 revenues were 121.4% of the budget, 2020 expenses were 95.6% of the budget, earned income tax receipts were \$340,790 in excess of the 2020 budget.

Supervisor's Report

The Board presented (virtually) the following people with Certificates of Recognition, thanking them for their contributions to responsible development serving on Township Boards and Commissions: Cliff Schultz, for his service on the Zoning Hearing Board 1992-2020, most of them as the Chair; Ray Stubbs, for his service on the Zoning Hearing Board 1998-2020; Bob Davidson, for his service on the Planning Commission 2019-2020.

Tony Scheivert introduced two new awards: Volunteer of the Year Award 2020 and Business of the Year Award 2020. Resident Jeff Smith was recognized as the Volunteer of the Year 2020 and will receive a plaque "2020 Volunteer of the Year – Jeff Smith – In recognition of exemplary volunteer

service to the residents of Upper Uwchlan Township and the greater Community. Your service on the Planning Commission, serving as the Township Tax Collector and as area Toys for Tots Coordinator is greatly appreciated." Mr. Smith, a member of the Township Planning Commission, volunteered to be the interim Tax Collector until the next election, and jumped in to coordinate the local Toys For Tots 2020 campaign, which had to operate in a different manner due to the pandemic.

Epicurean Garage was recognized as the Business of the Year 2020 and will receive a plaque "2020 Business of the Year -- Epicurean Garage – In recognition of the great support and commitment Epicurean Garage, its Owners and Employees, showed to the residents of Upper Uwchlan Township and the Community in 2020. During incredibly difficult times you helped many with your generosity and kindness." Again, due to the pandemic, businesses had to be creative to stay viable, while keeping staff and customers safe. Owners Lee Krasley and Christopher Wurts, and Manager Krissy Torres had some great ideas to keep the "Garage" afloat and help the community as well – they delivered meals and groceries, coordinated and raised \$15,000 in donations for the Chester County Food Bank, helped local micro-farms, and along with other restaurants raised funds for gift cards for local emergency service providers.

Appointment for Zoning Hearing Board. Gwen Jonik noted that with Ray Stubbs' recent resignation from the Zoning Hearing Board, current Alternate Member Peter Egan is interested in and could be appointed a Full Member. Chair Jim Greaney concurred, noting a candidate for Alternate Member would be sought. Mrs. Baxter moved, seconded by Mr. Goncharoff, to appoint Peter Egan as Full Member of the Zoning Hearing Board. Mr. Egan's term expires December 31, 2021. The Motion carried unanimously.

Mrs. D'Amico read the following published calendar: January 18, 2021 Martin Luther King, Jr. Day ~ there is trash/recycling collection January 18; February 9, 2021 4:00 PM Board of Supervisors Workshop; February 15, 2021 Township Office Closed ~ Presidents' Day ~ there is trash/recycling collection February 15; February 16, 2021 (Tuesday) 7:00 PM Board of Supervisors Meeting; yard waste, Christmas tree collection dates: January 20, February 3 and 17.

#### Administration Reports

##### Township Engineer's Report

Dave Leh reported that the Sunoco pipeline in Meadow Creek Lane needs to go under a deep Texas Eastern pipeline and the road will be closed for @ 2 weeks to do it safely. Mail, trash and recycling services, emergency services won't be interrupted. The work is progressing without issue other than the crane truck has pulled the Verizon line off a pole several times, and the Comcast line was cut once, which was quickly repaired.

##### Building and Codes Department Report

Rhys Lloyd reported that the building department issued 59 building permits in December, totaling \$27,730.94 in permit fees; 793 permits in 2020, with \$792,529.56 in permit fees. The department is very busy, and it doesn't look like things will be slowing down.

##### Police Chief's Report

Chief DeMarco reports the department handled 1,156 calls last month, including 84 traffic citations, 17 reported crimes and 4 criminal arrests.

##### Public Works Department Report

Mike Heckman reported that along with routine maintenance, 88 work orders were received and completed, 2 days were spent plowing, salt spreaders removed to work on another project and then put back on once that project was complete, generator inspections and maintenance at wastewater treatment facilities, flagpole installation at Township Building, cleared inlets, preventive maintenance and state inspections on vehicles.

## ADMINISTRATION

Authorize employer match to 457 Plan for calendar year 2020. Tony Scheivert reiterated that the 2020 Budget included \$30,000 with which to match \$1,000 for each full-time employee who contributed at least \$1,000 to the 457 Plan during the year. During 2020, 28 of 29 employees participated in the Plan and contributed at least \$1,000. The Board was requested to authorize the total payment of \$28,000 (\$1,000 to each account) to the 457 Plan for the full-time employees who qualified for the matching contribution. This goes against the 2020 Budget, not 2021. Mrs. Baxter moved, seconded by Mr. Goncharoff, to authorize the payment of \$28,000 to the 457 Plan. The Motion carried unanimously.

Townes at Chester Springs (270-290 Park Road). Tom Oeste, Esq., Township Solicitor noted Toll Brothers' request for the 2<sup>nd</sup> and Final sanitary sewer improvements escrow release of \$30,860.60 for the Townes at Chester Springs. ARRO had reviewed the request and recommended the release. Mrs. Baxter moved, seconded by Mr. Goncharoff, to approve the final escrow release for sanitary sewer improvements at the Townes at Chester Springs. The Motion carried unanimously.

Tom Oeste advised that before the Board was a Grant of Sanitary Sewer Easement for the Townes. The road (Lila Lane) isn't going to be a dedicated to the Township and the Developer is granting an easement to the Township and dedicating the sanitary sewer pipeline facilities in the roadway. The Municipal Authority Solicitor and Township Solicitor reviewed the documents and found them satisfactory to approve. Mrs. Baxter moved, seconded by Mr. Goncharoff, to accept the dedication of the sanitary sewer pipeline facilities and grant of easement by executing the document. The Motion carried unanimously.

Mr. Oeste advised a Maintenance Security Agreement for the sanitary sewer improvements was provided. The Agreement is for 18-months, at 15% (\$18,662.04) and guarantees the structural integrity of those improvements. Mr. Oeste's office reviewed the Agreement and Bond and finds them satisfactory. The Municipal Authority Solicitor and Township Solicitor reviewed the documents and found them satisfactory to approve. Mrs. Baxter moved, seconded by Mr. Goncharoff, to execute the Maintenance Security Agreement. The Motion carried unanimously.

Mr. Oeste explained that there's an Easement through private property, from the Townes at Chester Springs to Cambridge Road and an Assignment of Easement for Sanitary Sewer Pipeline assigns the Easement to the Township, to maintain that line that connects the Townes to the public sewer facilities. The Assignment of Easement was reviewed by the Solicitors and found to be satisfactory for acceptance. Mrs. Baxter moved, seconded by Mr. Goncharoff, to accept the Assignment of Easement and execute the document. The Motion carried unanimously.

Upland Farms Renovations – Update. Tony Scheivert provided an update on the proposed renovations to the barn. In October 2020 the Board approved a contract with Boyle Construction for project management, who is working with the Architect, Archer & Buchanan, to finalize the bid specifications. The improvements were prioritized, starting with the installation of public restrooms on the lower level, then renovating the entry door and ramp for ADA accessibility, repairing windows, doors and walls for weatherproofing, finishing the community room, and finishing the storage room. The estimated schedule is to advertise the bid February 1, accept bids February 24 and begin construction April 1. Construction will take 6 months. We're also working on a public sewer connection from the house and barn to the Route 100 wastewater treatment facility. We hope to keep all walking paths open during construction.

## Open Session

Jeff Smith, resident, commented that in future elections, Upper Uwchlan might be split into 4 voting precincts and perhaps the Upland Farms Barn could become a polling location for 1-2 precincts as meets the criteria – a public space and a municipal space. Mr. Scheivert thanked Mr. Smith for the

observation. Mrs. D'Amico questioned adequate parking to serve 2 precincts in larger elections. With each precinct being smaller (if there were 4 instead of the current 3), there'd be fewer vehicles, and parking along Darrell Drive would help with overflow.

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