



Upper Uwchlan Township  
Board of Supervisors,  
Draft 2022 Budget  
Workshop  
November 9, 2021  
4:00 p.m.  
Minutes  
Approved

Attendees:

Sandy D'Amico, Chair

Jamie Goncharoff, Vice-Chair

Jenn Baxter, Member

Kristin Camp, Esq., Township Solicitor

Tony Scheivert, Township Manager

Shanna Lodge, Assistant Township Manager

Gwen Jonik, Township Secretary

Jill Bukata, Township Treasurer

John DeMarco, Police Chief

Rhys Lloyd, Building Code Official

Anthony Campbell, Zoning Office

Mike Heckman, Public Works Director

Steve Poley, Road Foreman

The Workshop was held at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425.

Sandy D'Amico called the Workshop to order at 4:00 p.m., led the Pledge of Allegiance and offered a moment of silence. No one planned to record the meeting. Sandy D'Amico announced an Executive Session had been held October 18, 2021, regarding personnel matters.

Historical Commission ~ Presentation

Historical Commission (HC) Chair, Vivian McCardell and HC Secretary, Aaron Stoyack, were in attendance. Ms. McCardell had prepared a presentation detailing the Commission's responsibilities, the current tasks and projects, and the goal of educating the public on the township's history, historic sites, landscapes, and archives which include property files containing all kinds of information about those properties on the township's historic resource inventory list.

Intermunicipal Liquor License Transfer ~ Eagle Beats a Birdie LLC

Matthew Goldstein, Esq., representing Eagle Beats a Birdie (X Golf), introduced an Application requesting the Board's support/approval of an intermunicipal transfer of a restaurant liquor license from East Marlborough Township to their proposed simulated golf facility at 12 Pottstown Pike, previously the Harley Davidson Dealership. Transferring the license will not negatively affect the health, safety or welfare of residents. The formal public hearing is scheduled for November 15, 2021. The business proposal is for 6 golf simulators, with an eatery/bar area. If the Supervisors support the transfer, the Applicant then makes application to the State Liquor Control Board to approve the transfer.

Park Road Trail ~ Declaration of Post-Construction Stormwater Management Best Management Practices (BMP) Operation and Maintenance Responsibility

Kristin Camp, Esq., advised that the Park Road Trail construction project included installation of stormwater infrastructure and we need to declare and record who is responsible for the repair and maintenance of those facilities. In this case the Township is responsible, not private property owners. The Board is requested to execute the prepared Declaration and record it with the County. Mike Heckman asked for a copy of the full-size Plan and the suggested maintenance schedule from McMahon Associates, the Project Manager for the Park Road Trail construction.

Jamie Goncharoff moved, seconded by Jenn Baxter, to approve and execute the Declaration of Post-Construction Stormwater Management BMPs Operation and Maintenance Responsibility document. The motion carried unanimously.

#### Draft 2022 Budget

Jill Bukata explained today's discussions focus on the funds and departments that were not covered at the October Workshop. The draft budget will be revised, as necessary, and approval will be considered at the Board's December 20, 2021 meeting.

General Fund. Proposes increased earned income tax revenue and building permit revenue, American Rescue Plan (ARP) funds of \$600,000; however, there've been no expenditures yet. Proposes decreased cable TV franchise revenue as they have been decreasing as other viewing/streaming options have become available. Proposes salary increases of 3%, adding a part-time employee (receptionist) in the Executive Department to assist the building department and others. Medical and health insurance costs will remain even using our 'rate stabilization fund'; since we're a multi-policy member of Delaware Valley Insurance Trust we receive a discount, and with low claim history provides further discount; increased fees to the County Treasurer's Office as they might be able to collect the real estate tax and hydrant fees together in 2022; property insurance and utilities are increased; police department staffing analysis recommends additional staff – a Lieutenant position is being considered and adding 3 full-time officers so there will be a minimum 2 officers on patrol, increasing the safety of the officers and residents; added funds for the newly established Environmental Advisory Council (EAC).

The Emergency Management Planning Commission reviewed the annual contributions for the volunteer fire departments that serve the Township and they are recommending increases: \$25,000 each for Lionville Fire Company and Ludwigs Corner Fire Company, \$5,500 for East Brandywine Fire Company and \$3,000 for Glenmoore Fire Company. This is the annual contribution. East Brandywine and Ludwigs Corner have asked for additional support, \$150,000 and \$200,000 respectively, toward specific equipment purchases. The Board will consider partial or full approval of those requests.

Sewer Fund. The Township and Municipal Authority have an Agreement for operation and maintenance of the public sewer system. The users' fees pay off the debt in this Fund.

Act 209 Fund. No transportation improvement projects are planned in 2022.

Capital Fund. The 2022 Capital Budget includes the purchase of 2 vehicles for the police department, replacing the Codes Department pickup truck, and several pieces of equipment for Public Works, a camera system at the parks, and proposes a trail connection for Windsor Ridge. Also included are a drone with night vision, a radar board and renovations at Hickory Park. Water Resource Protection Fund (Stormwater). Shanna Lodge explained that a Public Works employee may be added from this Fund, perhaps starting in mid-2022. Several stormwater basin retrofits are in the design phase at this time and construction would begin in 2022. We have received grant funds toward this work. We plan to revisit the stormwater protection program and fees for future stormwater management facilities.

Jamie Goncharoff moved, seconded by Jenn Baxter, to authorize advertising the Draft 2022 Budget including the addition of 3 full-time police officers. The motion carried unanimously.

#### Open Session

Tony Scheivert suggested the Board consider reinstating the allowance of outdoor sales and dining as we did at the beginning of the pandemic. Most of our eateries continue to offer outdoor dining as a social distancing measure, and we can't quickly change the zoning ordinance to allow that. The

Board discussed when the allowance should expire and determined it be “until further Resolution by the Board of Supervisors.” The Resolution will be considered for adoption at the Board’s November 15, 2021 Meeting.

Jenn Baxter asked of the policy regarding allowing alcohol at the Upland Farms Barn, as the renovations near completion and it will be available for public rental. Tony Scheivert advised our liability insurance carrier has provided us with information and we’ll draft a Policy for special exceptions for the Board’s review.

Adjournment

Sandy D’Amico adjourned the Workshop at 5:12 p.m.

Tony Scheivert announced that the conditional use hearing for the County’s Struble Trail Extension will not be held today and has been continued to January 3, 2022. Sandy D’Amico moved, seconded by Jamie Goncharoff, to continue the Struble Trail conditional use hearing to January 3, 2022, following the Board’s reorganization meeting which begins at 7:00 p.m.

Kristin Camp, Esq., noted that the Barn on Moore conditional use hearing is scheduled for December 14, 2021 following the Board’s 4:00 p.m. Workshop; however, she hasn’t heard that the Applicant will be ready to proceed on that date.

The 100 Greenridge Road conditional use hearing is scheduled for November 15, 2021 at the Pickering Valley Elementary School. Masks are required for all Downingtown School District properties. This first hearing will open the Record and register Parties to the Proceedings. A second hearing is to be held within 30 days unless the Applicant grants an extension. Due to the number of consultants’ comments, Toll might have to revise the Plan and return to the Planning Commission in December.

Sandy D’Amico adjourned the evening at 5:26 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary