



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS MEETING  
February 20, 2024  
7:00 p.m.  
Approved

Attending:

Board of Supervisors

Jennifer F. Baxter, Chair  
Andrew P. Durkin, Vice-Chair  
Sandra M. D'Amico, Member

Township Administration

Tony Scheivert, Township Manager  
Lindsay Yeager, Assistant Township Manager  
Gwen Jonik, Township Secretary  
Jill Bukata, Township Treasurer  
Rhys Lloyd, Director of Code Enforcement  
Anthony Campbell, Zoning Officer  
Mike Esterlis, Director of Public Works  
Tom Jones, Police Chief  
Joe Carr, Police Lieutenant  
Dave Leh, Township Engineer

Kristin Camp, Esq., Township Solicitor

LOCATION: Township Building, 140 Pottstown Pike, Chester Springs, PA 19425

Mrs. Baxter called the evening to order at 7:02 p.m., led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the meeting. There were 8 citizens in attendance.

Approval of Minutes

Mrs. D'Amico moved, seconded by Mr. Durkin, to approve as presented the minutes of the January 9, 2024 Board of Supervisors Workshop and Conditional Use Hearing, and the January 16, 2024 Board of Supervisors Meeting. The motion carried unanimously.

Approval of Payments

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve the payments to all vendors listed February 15, 2024. The motion carried unanimously.

Treasurer's Report

Jill Bukata reported a strong balance sheet; we are 8.3% through the year; year-to-date revenues are at 3.6%; year-to-date expenses are at 6.4%; we don't receive much revenue in January.

Supervisor's Report

Mrs. Baxter spoke about the vacancies on several boards and commissions. She noted the Board met earlier this evening with Jessica Wilhide and Taylor Young, candidates for the Planning Commission, and Jack Shipe and Bob Maas, candidates for the Municipal Authority. Vince McVeigh was interested in serving on the Vacancy Board.

Mr. Durkin moved, seconded by Mrs. D'Amico, to appoint the candidates as follows. The motion carried unanimously.

Vince McVeigh to the Vacancy Board – the term is 1 year and will expire December 31, 2024.

Taylor Young and Jessica Wilhide to the Planning Commission – the term is 5 years. Mr. Young is filling a mid-term vacancy, with the term expiring December 31, 2027. Ms. Wilhide's term expires December 31, 2028.

Jack Shipe and Bob Maas to the Municipal Authority – the term is 5 years. Mr. Shipe is filling a mid-term vacancy, with the term expiring December 31, 2026. Mr. Maas's term expires December 31, 2028.

Police Liaison Report. Mrs. D'Amico reported that she met with Chief Jones and Lt. Carr. Since they last met, Administrative Assistant Jami Martin now works full time; the addition of a second Detective brings additional support; the traffic safety truck is well equipped and useful; the Department's accreditation is up for re-approval in 2025, requiring a lot of work; Officer Raymond is going to assist with the accreditation work; there is a great partnership between the Police Department and the Public Works Department.

Henrietta Hankin Branch Library (HHBL) – Update. Statistics from 2023 note the HHBL welcomed 380,000 patrons into the building; they celebrated their 20<sup>th</sup> anniversary in October; saved patrons \$250,000 with the museum pass program; there are lots of new items, such as games, puzzles, and a bike repair station; there is a Legislative Breakfast on April 5<sup>th</sup> celebrating Chester County Libraries.

Mrs. Baxter read the following published calendar, noting the February 28, 2024 Zoning Hearing for Keystone Outdoor Advertising will again be continued to a date to be determined; March 12, 2024 4:00 p.m. Board of Supervisors Workshop; March 18, 2024 7:00 p.m. Board of Supervisors Meeting; March 23, 2024 11:00 a.m. 6<sup>th</sup> Annual Easter Egg Hunt at Hickory Park; March 29, 2024 Office Closed ~ Good Friday; Yard waste collection dates: February 21, March 6, March 20.

#### Administration Reports

##### Township Engineer's Report

Dave Leh reported that plans are being revised for 241 Park Road (daycare) before they return to the Planning Commission; Byers Station Parcel 5C Lot 2B is proposing a phased construction plan; and the Turnpike/Wertz Farm subdivision plan will be before the Board at the March 18 meeting.

##### Building and Codes Department Report

Rhys Lloyd reported 65 building permits were issued last month, totaling \$48,474 in permit fees; the Department completed 163 scheduled inspections; there were 11 resales and 7 new houses settled.

##### Police Chief's Report

Chief Jones reported there were 1,073 calls last month including 13 reportable crimes, 9 adult arrests, 116 citations; they have been busy with a variety of incidents; the Detective's office is busy; the monthly safety tip is to stop for road closures ... at one incident, 17 people drove past the "road closed" signs; a reminder that there's no on-street parking during snow and ice events; there was a lot of interaction with Public Works this month and they do a great job.

##### Public Works Department Report

Mike Esterlis reported there were 176 work orders completed last month; they have a new employee, Dan Mellinger; the carport for the ambulance service was installed at 520 Milford Road; the trash and recycling collection bid was published; for line striping in 2024, we'll participate in the local consortium with West Goshen, East Goshen, etc.

Mr. Durkin moved, seconded by Mrs. D'Amico, to join the line painting consortium. The motion carried unanimously.

#### ADMINISTRATION

Active Transportation Plan. Natasha Manbeck, of Bowman (formerly McMahon Associates), presented the Final Report of the Active Transportation Plan. She was the Project Manager for the Plan and had worked with the volunteers over the past year or so to develop the Plan. The work was funded by the County's Vision Partnership Program Grant.

The full report had been available for public review and comments. The Plan is for human-powered transportation – walking, biking, skating, etc. – allowing greater access or mobility without using cars/trucks. Upper Uwchlan has been working to install trails and sidewalks, connecting existing trails and sidewalks that were built during land development projects. There are challenges on the rural roadways – they are too narrow or have no shoulder. Some of the strategies are low cost but we also need to coordinate with property owners. There were 362 responses to the public survey and comments from the draft report were incorporated into the Final Report. Prioritized areas were determined, and implementation doesn't happen overnight. Residents want a connection from Windsor Ridge toward Eagle, reinvigorating talks with Texas Eastern, as well as connecting a gap on the west side of Route 100, from Fellowship Road to Upland Farm. That trail won't be right along Route 100 but will go behind the residence at that intersection and behind Beth Israel. The Township applied for a grant and was awarded \$1,000,000 for that construction, a northern gateway, improvements that were proposed in the 2014 Village Transportation Plan. PennDOT says full signalization is needed at Graphite Mine Road and Pottstown Pike, for safe pedestrian crossing. Also discussed were completing sidewalk connections on Little Conestoga Road, and speed humps in the southwest area of the Township, as a trial. Conversations continue being held regarding swapping Route 100/Pottstown Pike with Graphite Mine Road.

The next step for the Plan is for the Board of Supervisors to accept it. Bowman has completed their scope of work and acceptance is required for reimbursement by the County Grant Program. The Active Transportation Plan will be incorporated into the Comprehensive Plan (CompPlan) as an appendix.

Mrs. Baxter commended Bowman and the steering committee volunteers for the time and energy expended. The CompPlan committee wants to make sure vehicular transportation is also included in the updated CompPlan.

Gerry Stein made comment of the relationship between the Township and Texas Eastern. Vince McVeigh asked about clearing the trails/sidewalks of snow and ice.

Kristin Camp commented the subdivision/land development ordinance could be amended so that developers have to refer to the Active Transportation Plan to see what they can implement at the time of their development.

Steve Egnaczyk asked who would administer the Plan. Mr. Scheivert said he and the Assistant Township Manager will coordinate with Park & Rec, the Police Department, the traffic engineer, etc. Perhaps an adhoc committee that meets with the Manager every other month to keep up with things. Natasha Manbeck noted the subdivision/land development code already requires a traffic impact study and this can be incorporated into that.

Mr. Durkin moved, seconded by Mrs. D'Amico, to adopt **Resolution #02-20-24-02**, accepting /approving the Active Transportation Plan drafted December 2023 and all maps and attachments thereto. The Active Transportation Plan will be added to the updated Comprehensive Plan as an appendix. The motion carried unanimously.

Transportation Alternatives Set-Aside Program Grant Award. Tony Scheivert advised the Township was awarded a \$1,000,000 Grant from Delaware Valley Regional Planning Commission (DVRPC), in addition to \$700,000 from the State for the Route 100 Pedestrian Path, at Fellowship Road to Upland Farm Park. Bowman had provided a proposal for engineering services to accomplish this trail - \$448,000 in engineering to get this project to construction. The costs will be spread out over 3 years – a topographic survey and preliminary engineering in 2024; several tasks including environmental permitting in 2025; final engineering, design, construction in 2026.

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve Bowman moving forward with Task 1, the topographic survey, at \$35,000.00. The motion carried unanimously.

Mr. Scheivert will ask Bowman to review their proposal for Task 2, preliminary engineering. Ms. Manbeck will prepare an estimate for ARPA Fund eligibility.

ChesCo America 250 PA participation. The Board would like to be an active partner in the County's celebration of America's 250<sup>th</sup>. (CC250) "CC250 aims to promote interactive, inclusive, compelling experiences to commemorate and celebrate America's 250<sup>th</sup> anniversary throughout 2026 and beyond." Mr. Durkin moved, seconded by Mrs. D'Amico, to adopt **Resolution 02-20-24-03**, to endorse participation in CC250 / AMERICA250PA. The motion carried unanimously.

Draft Ordinance Amendments Discussion - C1, C3, LI zoning district uses. Kristin Camp, Esq., provided marked up and clean copies of proposed amendments to the zoning district uses, adding definitions, taking some uses out of the C3 Highway Commercial District that are allowed in the C1 Village Commercial District, taking some uses out of the LI Limited Industrial District that are allowed in the C3 Highway Commercial District. In the LI District, currently a building may exceed 35 feet by conditional use approval, however, no building or structure may exceed 45 feet. Ms. Camp asked if the Board wanted to retain or remove that section.

#### Open Session

Mr. Scheivert advised that the trash and recycling contract bid specifications have been advertised. We've received quite a few questions which we will answer and send those answers to all of the bidders.

Jason Brooks, Uwchlan Ambulance Corps, introduced himself. He's assisting the Chief of Operations (Station 287).

Mrs. Baxter commented that Marsh Creek State Park visitors and activities will increase soon and suggested pre-emptive meetings with the Park Rangers. Chief Jones said they have a meeting scheduled with the Rangers, and with the parking-related Ordinance passed last year, there will be different procedures in place this year. We'll advise affected residents ahead of time for the parking passes. Chief has had conversations with Windsor Baptist Church about the suggestion of parking in their lot and shuttling visitors to the Park. The Church is concerned that it's so spontaneous that it's hard to be prepared. Vince McVeigh, of Marsh Harbour, knows the Police can't enforce the parking ordinance in Marsh Harbour because the streets are private, but Marsh Harbour has signs and can have cars towed. Chief says we now have more enforcement authority and will have signs that say to park at Hickory Park. Mrs. D'Amico added that our state representatives need to be involved. Mr. Scheivert will contact Danielle Friel-Otten and Katie Muth.

Mr. Scheivert noted additional activities over the next month: February 21 the EMPC is holding a Fire Services Roundtable at the Barn at Upland Farm; March 4 the Historical Commission is hosting a presentation on historic Milford Mills, which 'sold out' quickly; March 21 the Township is hosting a business-persons breakfast; and March 27 is the Township's HOA Roundtable.

Gerry Stein thanked Mr. Scheivert and the Board for the renovations to the Upland Farm farmhouse. The Historical Commission is starting to furnish the 2 front rooms and might want to put a request for furniture in the Spring newsletter.

#### Adjournment

There being no further business to be brought before the Board, Mrs. Baxter adjourned the Meeting at 8:40 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary