



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS MEETING

May 19, 2025

7:00 p.m.

Approved

Attending:

Board of Supervisors

Jennifer F. Baxter, Chair

Andrew P. Durkin, Vice-Chair

Township Administration

Tony Scheivert, Township Manager

Lindsay Yeager, Assistant Township Manager

Gwen Jonik, Township Secretary

Rhys Lloyd, Director of Code Enforcement

Anthony Campbell, Zoning Officer

Mike Esterlis, Director of Public Works

Tom Jones, Police Chief

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 7:01 p.m., led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the meeting. There were 2 citizens in attendance.

Approval of Minutes

Mr. Durkin moved, seconded by Mrs. Baxter, to approve the minutes as presented of the April 8, 2025 Joint Boards & Commission Workshop and the April 21, 2025 Board of Supervisors Meeting. The motion carried unanimously.

Approval of Payments

Mr. Durkin moved, seconded by Mrs. Baxter, to approve the payments to all vendors listed May 15, 2025. The motion carried unanimously.

Treasurer's Report

Mr. Scheivert reported on Jill Bukata's behalf that the balance sheet remains strong; we're 33.3% through the year; year-to-date revenues are at 42.1% of the budget; year-to-date expenses are at 29.8% of the budget.

Supervisor's Report

Mrs. Baxter announced that they did not meet with the Environmental Advisory Council (EAC) candidate. She read the following published calendar: May 25, 2025 1:00-4:00 p.m. Farmhouse Museum open at Upland Farm hosted by the Historical Commission; June 8, 2025 4:30 p.m. Summer Concert #1 at Upland Farm Barn hosted by the Park & Rec Board; June 10, 2025 4:00 p.m. Board of Supervisors Workshop; June 14, 2025 6:00 p.m. 15<sup>th</sup> Annual Block Party on Route 100; June 16, 2025 7:00 p.m. Board of Supervisors Meeting; June 29, 2025 1:00-4:00 p.m. Farmhouse Museum open at Upland Farm hosted by the Historical Commission; July 4, 2025 Office Closed ~ Independence Day; Yard Waste Collection Dates: May 21, June 4, June 18, July 9.

Administration Reports

Township Engineer's Report

Dave Leh reported revised plans for the 500 Pottstown Pike Porsche Service Center project were reviewed by the Planning Commission at their May 8 meeting. No action was taken.

### Building and Codes Department Report

Rhys Lloyd reported 43 building permits were issued last month, totaling \$18,396 in permit fees; he and Anthony Campbell conducted 196 scheduled inspections; 15 homes exchanged ownership; 6 new homes settled; there have been many zoning complaints investigated; and he and Public Works have assisted an Eagle Scout project installing a butterfly garden and pollinator garden at Upland Farm Park.

### Police Chief's Report

Chief Jones reported there were 1,085 calls for service last month; 196 citations issued; 7 adult arrests; no juvenile arrests; they received their re-accreditation plaque. Accreditation is evaluated every 3 years - Joe Carr and Zack Raymond worked hard on this cycle; Marsh Creek State Park permits for parking pass cards are prepared for this year – the signage has been effective – no one was towed last year; K9 Dexter is doing well in school – graduation is mid-June; safety tip of the month is that school is out soon so please drive carefully and be aware!

### Public Works Department Report

Mike Esterlis reported the Department received and completed 150 work orders, assisted with the Green Light Go project, dug test pits at 2 potential municipal authority disposal sites, repaired potholes around the township, removed trees in Larkins Field, collected over 2,000 lbs. at the E-waste event, assisted with the annual Egg Hunt and at Earth Day.

2025 Milling and Paving Bid. Glasgow Inc. was the low bidder of the 6 bids received. Glasgow's bid was \$4.90/square yard for milling, \$93.42/ton in place for the asphalt overlay and \$88.20/ton for a leveling course if needed. Total bid \$465,406.50 depending on actual tonnage used. This amount is well under budget. Mr. Durkin moved, seconded by Mrs. Baxter, to award the 2025 Milling and Paving Contract to Glasgow Inc. a \$4.90/square yard milling, \$93.42/ton in place for asphalt overlay and \$88.20/ton for leveling course. The motion carried unanimously.

### ADMINISTRATION

#### Sign Ordinance Amendments

Kristin Camp, Esq., noted the Township Planning Commission reviewed and revised the draft amendments updating the sign ordinance and now would like it sent to the County Planning Commission for their review. It will be advertised for adoption at the Board's July 21 meeting. Mr. Durkin moved that the sign ordinance be sent to the County for review and advertised for adoption in July.

Kristin Camp distributed 3 amendments to the short-term rental ordinance: that the approval is only for the Applicant while they own the property, if the renters have animals they are limited to 2 and a fenced space for the animals is provided; and quiet hours are between 10:00 PM- 7:00 AM. The Board discussed allowing an accessory structure on the property to be used as a short-term rental if it meets the standards for a single-family dwelling. Ms. Camp will add these amendments to the sign ordinance amendments and the Supervisors will consider them at their July meeting.

#### Bond Counsel Engagement Letter.

Tony Scheivert noted that the Township is considering a Bond and asked Kristin Camp for suggestions. Patrick Scott, Esq., of Obermayer Rebmann Maxwell & Hippel, LLP was recommended as they are well-versed in General Obligation Bonds. Their fees are \$400/hour for partners, \$300/hour associates and \$200/hour paralegals. A \$8.5M bond, split between the township and authority, is being considered, for purchase of 144 Byers Road for Township Administration offices and sanitary sewer expansion / disposal site purchase.

Mr. Durkin moved, seconded by Mrs. Baxter, to approve the Township Manager execute the Engagement Letter. The motion carried unanimously.

Disposition of Township Property.

Gwen Jonik explained that several pieces of Public Works equipment were offered for auction via Municibid and the Board was requested to accept the high bids and approve the sales as follows:

2017 Scag Cheetah 72" zero-turn mower \$3,500;  
2018 Scag Cheetah 61" zero-turn mower \$3,089;  
(4) Firestone Transforce HT truck tires (Lot 1) \$270;  
(4) Firestone Transforce HT truck tire (Lot 2) \$270.

Mr. Durkin moved, seconded by Mrs. Baxter, to accept the high bids and approve the sales to the high bidders as noted above. The motion carried unanimously.

Open Session

Vince McVeigh, Marsh Harbour resident, voiced concern with the flow of increased traffic at the new Ducklings Daycare on Park Road when school is in session in the Fall.

Tony Scheivert noted an amendment has been made to the Agreement for purchase of 144 Byers Road, to be considered by the Board at their June meeting. A Phase 1 environmental study found something to be investigated, requiring a Phase 2 study.

Adjournment

There being nothing further to be brought before the Board, Mrs. Baxter adjourned the Meeting at 7:30 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary