



Upper Uwchlan Township
**BOARD OF SUPERVISORS,
JOINT BOARDS & COMMISSIONS WORKSHOP**

October 13, 2015

4:00 p.m.

Minutes

Approved

In attendance:

Kevin Kerr, Chair
Guy Donatelli, Vice-Chair
Cathy Tomlinson, Supervisor
Cary Vargo, Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Treasurer
Al Gaspari, Codes Administrator
John DeMarco, Chief of Police
Tom Jones, Detective
Joe Carr, Corporal

Mike Heckman, Director of Public Works
Steve Poley, Road Foreman
Matt Brown, ARRO – Authority Administrator
Hal Harper, Chair – Municipal Authority
Don Carlson, Member – Municipal Authority
Mary Lou Farrow, Chair, Historic Commission
Jamie Goncharoff, Chair, Emerg. Mgmt. Plan. Comm.
Bob Schoenberger, Chair, Planning Commission
Sally Winterton, Vice-Chair, Planning Commission
Lou Lanzalotto, Park & Recreation Board

Kevin Kerr called the Workshop to order at 4:01 p.m. and advised the meeting would proceed slightly out of the agenda order.

Municipal Authority

Matt Brown provided an update of Phase II of the Route 100 wastewater treatment plant expansion: while undergoing testing procedures earlier this year, the treatment tanks had been leaking. The manufacturer/contractor has since remedied the situation and the tanks were tested and found to be operational. The tanks will undergo a 1-year complete maintenance check next year, followed by a 10-year warranty period. The expansion includes the construction of a wastewater pump station and force main along Little Conestoga Road, to Park Road. This construction has been going smoothly. The construction within Eagle Manor has slowed due to unmarked utilities requiring 'slow digging'.

Mr. Brown also advised that the Authority members would like to take a more aggressive approach to collecting those delinquent accounts that have stagnated. They are discussing determining a threshold that would trigger our Solicitor sending a Writ, toward a potential Sheriff's Sale.

Mr. Donatelli asked if there has been progress with the McKee Group's concept for a 55+ age restricted community and the wastewater unit (GPD/EDU) valuation. Mr. Brown has heard from other developers that 103-127 GPD/EDU is typical for this type of housing. Our valuation has to be higher due to our system requiring land disposal, not stream disposal. Mr. Brown suggests 150 GPD be used for calculations, plus 10% for Township disposal needs, plus an additional 10% contingency for inflow/infiltration or disposal field failure. Mr. Donatelli asked that this topic be discussed in greater detail at a future Workshop.

Historic Commission (HC)

Mary Lou Farrow advised that the Village Concept Committee has been tentatively adjourned as the design of the Eagle Village Park/Trailhead is complete. Equus Property, who is interested in Byers Station Parcel 5C, might consider constructing the Village Park to fulfill Parcel 5C's 1.5 acres of open space. Mr. Vargo advised that the Township is planning to include the engineering of the Park in the 2016 budget and apply for Grants to fund the engineering and

construction. If Equus does agree to construct per our design, the Township would withdraw the Grant applications.

Mrs. Farrow commented that the trees lining the Upland Farm driveway are in the process of being removed and will be replaced next Spring. The trees have been deteriorating for years and have become unsafe and unsightly. The construction and paving of the parking area and trails on the property will hopefully be complete within the next few weeks.

The HC is seeking assistance from the Technology Advisory Board regarding scanning of historic documents.

Emergency Management Planning Commission (EMPC)

Jamie Goncharoff reported that the EMPC the Commission visited the Chester County Training Facility last month; an impressive facility providing a wide range of emergency response training.

Recent Grant purchases include safety cones and barricades for use by the Public Works Department and a portable tent for use at training activities or emergencies.

The annual Limerick Generating Plant emergency exercise will be held mid-November. State and Federal personnel will be in attendance.

Deputy Emergency Management Coordinator and longtime Commission member, Tom Baynard, retired this past Spring, creating a vacancy on the EMPC, which hopefully will be filled this Fall.

Park & Recreation Board (P&R)

Lou Lanzalotto reported that they are requesting funding for (3) press boxes at Hickory Park. Each box runs \$25,000-\$30,000. The existing press boxes have been in use since 1989 and are falling into disrepair. P&R Board is also requesting backstops with overhangs installed on each of the fields to keep foul balls contained.

Planning Commission (PC)

Bob Schoenberger advised that several PC members were part of the Village Concept Committee, who worked on the design of the Village Park/Trailhead.

Technology Advisory Board (TAB)

Cary Vargo reported that the TAB drafted an I.T. Request For Proposal (RFP), which was reviewed by all Departments, and sent to 7 Firms. A pre-proposal meeting was held October 20 and proposals are due November 6.

Zoning Hearing Board (ZHB)

Al Gaspari reported the ZHB held one hearing last month, granting approval for a woodshop addition to a detached garage.

Proposed 2016 Budget

Jill Bukata introduced the draft 2016 budget, stating that this first draft doesn't include revenues, assumes a 3% salary increase, and no increase in health insurance costs. The Board members commented that the information is presented nicely. The following Departments and Funds were discussed.

Highlights of the Police Department Budget:

Chief DeMarco highlighted Police and emergency response activities over the past year, which included training for the administration of ‘Narcan’ for opiate overdoses, several community outreach events were held, a secure medicine return box was installed and is heavily used, participation with the missing child response team, several Officers are taking advantage of higher education opportunities, the Department held a “Junior Police Academy” in June, and the Department is working toward Accreditation.

For 2016, there are no plans to hire additional personnel for the Department, a “Local Government Academy” may be offered for adults, the Department is working to improve and expand the records retention area, the vehicle cameras need to be replaced, body cameras are proposed for implementation, and a facilities use and needs analysis will be conducted.

Highlights of the Building/Codes Department Budget:

Al Gaspari commented that the Building and Codes Department is involved in more than reviewing and issuing building permits and codes enforcement; they also get involved with Eagle Scout projects, coordinating and participating in the Block Party, Parks and field maintenance, building maintenance, etc. The Department has been populating the Revelstone Program which has been helpful in benchmarking the tasks carried out by the Department.

Mr. Gaspari has been researching electric/hybrid cars when it is time to replace his pick-up truck. An electric car would require installing a charging station at the Township Building, which in the future could be used by the general public as well.

Highlights of the Public Works Department Budget:

Mike Heckman and Steve Poley advised that the proposed 2016 budget is basically the same as this year’s budget but with increased costs for snow removal material and labor. Contracted services are also increased due to increased costs for road sweeping and line striping. A part-time administrative assistant is proposed for 2016 to assist with records retention, data entry for MuniLogic, work orders, etc. The in-house mechanics are doing a great job with vehicle and equipment repair and maintenance so no new trucks are proposed. An asphalt recycling system is proposed; it heats the millings which is a better pothole repair solution than cold patch and will also save money.

Liquid Fuels Fund

Cary Vargo explained this Fund is basically the same as last year but is increased for snow removal activities, given the weather over the last few winters

Storm Water Management Fund

Cary Vargo explained this Fund was established to separate the expenses for operational activities to construct or repair inlets, basins. Grants applications were submitted for the County’s Vision Partnership Program (\$25,000) and the DCED’s Municipal Assistance Program (\$30,000) to supplement the Storm Water Authority Feasibility Study. We have identified and prioritized several projects which total \$198,000 to accomplish. At this point, we’d have to apply for grants to finance those projects.

Act 209 Traffic Impact Fee Fund

Cary Vargo advised the funds in this account, received from Developers of new construction projects, are used for traffic/road improvements needed due to the impact of that new construction. St. Elizabeth’s is contesting the balance of their traffic impact fee. Cost estimates to construct Darrell Drive are coming in @ \$400,000. This construction must be substantially completed by end of April 2016 or the Permit will expire and we’ll have to incorporate the new storm water management measures.

Solid Waste Fund

Cary Vargo commented there is nothing new or significant planned in 2016 regarding solid waste and recycling. Our program of limiting weekly solid waste collection to (1) 96-gallon toter, encouraging increased recycling efforts, and increased yard waste collections has resulted in 30% of our solid waste being diverted from the disposal stream. The toter carts are warrantied for 5 more years; August 1 was the beginning of the new 3-year contract with A.J. Blosenski. Tipping fees are relatively flat but might be increased by the County Solid Waste Authority next year.

Open Session

Don Carlson requested the Greenridge wastewater treatment facility sign identify the facility, not just the address, as well as the recreation field. He reported a residence on Fawn Drive is in violation of codes as it appears to be empty and falling into disrepair. He questioned the status of the Uppatinas School property as there are surveying stakes near the property.

Hal Harper commented that there are @ 15 tall gas pipeline markers in his neighborhood marking locations where pipes no longer exist. He asked if the Township could assist them with contacting the Pipeline Company to request the markers be removed or cut to ground level. Guy Donatelli asked Cary Vargo to see if the Township could be of any assistance with the Pipeline Company.

Adjournment

There being no further business to be brought before the Board, Kevin Kerr adjourned the Workshop at 6:11 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary