



UPPER UWCHLAN TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
November 16, 2015
7:00 p.m.
Approved

Attending:

Board of Supervisors

Kevin C. Kerr, Chair
Guy A. Donatelli, Vice-Chair
Catherine A. Tomlinson, Member

Township Administration

Cary B. Vargo, Township Manager
Gwen A. Jonik, Township Secretary
Jill Bukata, Township Treasurer
Mike Heckman, Director of Public Works
MaryLou Lowrie, P.E., Township Engineer

Mr. Kerr called the meeting to order at 7:01 p.m., led the salute to the flag and offered a moment of silence.

Approval of Minutes

Mrs. Tomlinson moved, seconded by Mr. Donatelli, to approve as presented, the minutes of the October 13, 2015 Joint Boards and Commissions Workshop and the October 19, 2015 Board of Supervisors Meeting. The Motion carried unanimously.

Approval of Payments

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to approve the payments to all vendors as listed. Mr. Donatelli has a standing abstention from the payment to the Chester County Solid Waste Authority as it is a client of his Firm. The Motion carried unanimously.

Treasurer's Report

Jill Bukata requested the Board's approval to transfer \$1,500,000 from the Municipal Authority's PSDLAF sewer fund account to the Township's Sewer Fund account in preparation of the Authority approving payments to the Phase II Sewer Service Expansion Project contractors for construction invoices and payment to Toll Brothers for the Expansion Project tapping fees. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to approve the transfer of funds. The Motion carried unanimously.

Mrs. Bukata requested the Board's approval to transfer \$200,000 from the General Fund to the Storm Water Management Fund for planned project expenditures in late December, or early January 2016. This amount was included in the 2015 budget. Mrs. Tomlinson moved, seconded by Mr. Donatelli, to approve the transfer of funds. The Motion carried unanimously.

Jill Bukata reported the Township's financial position remains strong, year-to-date revenues are at 87.1% of budget and expenses are at 85.9% of budget, earned income tax receipts are on budget, outstanding accounts receivables were decreased by \$80,000 recently following efforts by Sandy Diffendal and Cary Vargo.

Supervisor's Report

Mr. Kerr announced an Executive Session was held November 10, 2015 regarding a legal matter. Mr. Kerr announced the following calendar: November 26-27, 2015 Office Closed – Thanksgiving Holiday; December 8, 2015 4:00 PM Board of Supervisors Workshop and final review of the proposed 2016 Budget; December 21, 2015 7:00 PM Board of Supervisors Meeting; December 25, 2015 Office Closed – Christmas Day; and there are Yard Waste Collections November 18, 25, December 2, and 16.

Administration Report

Township Engineer's Report

MaryLou Lowrie reported that the contractor began paving the trails at Upland Farm today – they finished half the trails and the driveway.

Building and Codes Department Report

Mr. Kerr announced that 54 building permits were issued in October, totaling \$5,928 in permit fees.

Police Chief's Report

Cary Vargo reported there were 1,129 incidents logged in October, and reminded residents that with the Holidays coming, pay attention to deliveries to their homes.

Public Works Department Report

Mike Heckman reported the Department's activities over the past month include routine maintenance of roadways and park facilities, painting legends at road intersections, working on storm water inlets on Highview Road, and preparing for winter.

Mr. Kerr asked Mr. Vargo to provide an update regarding the sewer expansion and Little Conestoga Road. Mr. Vargo advised that the force main in the roadway was complete to the Marsh Creek Signs property, where it will cross through the "Funderwhite" property to connect to infrastructure in Park Road. Little Conestoga Road will be repaved in the spring, as PennDOT request.

Land Development

Mr. Vargo explained that Toll was requesting an escrow release of \$122,266.60 from West Vincent Township for construction of spray fields in Ewing – West Vincent - Phase 2A. While the fields are in West Vincent, they are part of the Byers Station/Ewing public sewer service provided by Upper Uwchlan. ARRO reviews all escrow release requests for this project. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to recommend to the West Vincent Township Supervisors that they release the requested funds. The Motion carried unanimously.

Route 100 Wastewater Treatment Facility Phase II Performance Bond Reduction #3. Mr. Vargo explained that the expansion of the wastewater treatment plant is complete, doubling the treatment capacity at the Route 100 facility to 600,000 gpd. The expanded Plant is operational and the Pulte Group is requesting a Bond reduction of \$2,361,339.74. ARRO has reviewed the request and recommends the release. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to release \$2,361,339.74 to the Pulte Group. The Motion carried unanimously.

ADMINISTRATION

Investment Policy. Jill Bukata explained that this Investment Policy would allow for investment of non-pension funds in accordance with the Second Class Township Code -- short term investments, safe investments (low yield). Mr. Kerr read that the primary objectives of the investment activities are for the Township funds to be legal, safe, and liquid. Mr. Donatelli advised that this formalizes the procedures we've been following. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to adopt the Upper Uwchlan Township Investment Policy For Township Funds. The Motion carried unanimously.

Snow removal contract award. Mr. Vargo explained that the initial snow removal bid process didn't result in provision of all equipment requested. An additional contractor submitted bid documents following guidance from the Township Solicitor. The Board was requested to award a snow removal contract to Exton Paving for 1 6-yard dump truck at \$178.00/hour and 2 4-wheel-drive pickup trucks at \$132.00/hour. Those rates are the same or lower than the contracts previously awarded. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to award a snow removal contract to Exton Paving. The Motion carried unanimously.

Mr. Vargo asked the Board of Supervisors to authorize advertisement of an ordinance amendment to add no parking on Fellowship Road between Magnolia and Eagle Farms Road (in the vicinity of Fellowship Fields) and the proposed 2016 Budget totaling \$10,711,847.00 for all Funds – General, Capital, Solid Waste/Recycling, Storm Water, Liquid Fuels, Act 209 Traffic Impact, Sewer, Debt Extinguishment. There is no tax increase and no change in health care costs. Highlights include a Public Works Facilities Division which includes 2 full-time employees, a part-time Administrative Assistant for Public Works, construction of Darrell Drive and Park Road Trail Phase IV, Police vehicle cameras and body cameras for the Officers.

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to authorize the advertisement of the Ordinance amendment and the proposed 2016 Budget. The Motion carried unanimously.

Mrs. Tomlinson advised that through multi-municipal cooperation, the Brandywine Creek Greenway initiatives are to expand the Struble Trail to the north and provide recreation options along the Creek to Hibernia Park. Upper Uwchlan has been participating in the planning of the Greenway. Mrs. Tomlinson moved, seconded by Mr. Donatelli, to adopt Resolution #11-16-15-15 which expresses the Township's support of the Brandywine Creek Greenway initiatives. The Motion carried unanimously.

Mr. Vargo advised that the Township complies with the Pennsylvania Historic and Museum Commission's Records Retention Schedule and asks the Board to adopt Resolution #11-16-15-16 which lists the records that may be disposed of at this time according to the PHMC's schedule. Mr. Donatelli moved, seconded by Mrs. Tomlinson, to adopt Resolution 11-16-15-16. The Motion carried unanimously.

Open Session

Beverly Lawler thanked the Board for their support of the Henrietta Hankin Library through annual contributions. Upper Uwchlan residents are very responsive and attend a large number of activities at the Hankin Library, located in Ludwigs Corner.

A Perth Place resident inquired of the status of regulations regarding an invasive species of bamboo. Mr. Vargo advised that Al Gaspari has been researching and drafting an ordinance for the Supervisors to review. Mr. Kerr believes the State may have recently enacted legislation on this topic. Mr. Vargo thinks there will be an ordinance to adopt in December or January.

Richard Ruth reminded residents there is no open burning in Upper Uwchlan. There have been several incidents of burning this week.

Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the meeting at 7:37 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary