



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS
REGULAR MEETING
October 17, 2016
7:00 p.m.
Approved

In Attendance:

Board of Supervisors

Guy A. Donatelli, Chair
Kevin C. Kerr, Vice-Chair
Jamie W. Goncharoff, Member

Township Administration

Cary B. Vargo, Township Manager
Gwen A. Jonik, Township Secretary
John DeMarco, Police Chief
Mike Heckman, Director of Public Works
Al Gaspari, Codes Administrator
Dave Leh, P.E., Township Engineer

Mr. Donatelli called the meeting to order at 7:01 p.m., led the Pledge of Allegiance and offered a moment of silence.

Approval of Minutes

Mr. Kerr moved to approve the minutes of the August 9, 2016 Workshop, September 13 Workshop, September 19 Meeting and the October 3 Meeting / Conditional Use Hearing. Mr. Donatelli seconded approval of the minutes for the meetings he attended: August 9 Workshop, September 13 Workshop and September 19 Meeting. Mr. Goncharoff seconded approval of the minutes for the October 3 Meeting / Conditional Use Hearing. The Motion carried unanimously.

Approval of Payments

Mr. Vargo advised there were three additional payments to include in the approval: Mainline Concrete \$2,839.60 (Scout project), Delaware Valley Insurance Trust (Workers Compensation insurance), Chester County Association of Township Officials \$455.00 (Fall Conference). Mr. Goncharoff moved, seconded by Mr. Kerr, to approve the payments to all vendors as listed October 13, 2016, and including the 3 aforementioned vendors. The Motion carried unanimously.

Treasurer's report

Cary Vargo, in Jill Bukata's stead, requested the Board's approval to: transfer \$400,000 from the General Fund to the Capital Fund; make an additional \$200,000 debt-reduction payment from the Capital Fund, as budgeted; transfer \$100,000 from the Solid Waste Fund to the Capital Fund, as budgeted. Mr. Goncharoff moved, seconded by Mr. Kerr, to approve the aforementioned transfers of funds and debt-reduction payment. The Motion carried unanimously.

Supervisor's Report

Mr. Donatelli read the published calendar, as follows: November 7, 2016 (Monday) 4:00 p.m. Board of Supervisors Workshop; November 8, 2016 Election Day 7:00 a.m. – 8:00 p.m.; November 10, 2016, 4:00 p.m. Chester County Association of Township Officials' Fall Conference; November 21, 2016 7:00 p.m. Board of Supervisors Meeting; November 24-25, 2016 Office Closed – Thanksgiving Holiday; and Yard waste will be collected November 9, 16, 23, 30.

Administration Reports

Township Engineer's Report

Dave Leh reported that the revised Byers Station Parcel 5C plans are under review by the consultants; Marsh Lea (Moser Builders) land development plans were submitted, however the

project requires a new conditional use approval; a sketch plan was presented to the Planning Commission for the Jankowski Tract, which proposes 57 homes on the parcel on Route 100 at the township's northern border.

Building and Codes Department Report

Al Gaspari reported that 57 building permits were issued last month, totaling \$8,845 in permit fees; he has been monitoring the contractor who bought the 2 subdivided lots from Uppatinas; the township held its first Flag Retirement Ceremony at Upland Farms Park October 15. A resident had a question about ground-mounted solar arrays that follow the sun.

Police Chief's Report

Chief DeMarco reported the Department logged 1,200 calls, including 12 reported crimes and 5 criminal arrests.

Public Works Department Report

Mike Heckman reported the Department performed routine maintenance tasks, regular mowing activities, milled and paved the Public Works parking lot, and completed the following work orders:

5 Municipal Authority; 103 PA 1 Calls; 20 general public works; 5 parks; 7 solid waste.

Mr. Goncharoff commented how nice the parking lot is since the paving and Upland Farms is being well maintained.

Land Development

Robert T. Jr. and Amy P. McHugh Minor Subdivision Plan. Amy McHugh was present. Mr. Donatelli advised the Plan is to divide the 17 acre parcel on Moore Road into 3 lots – one lot currently vacant, one lot with the existing 2-story stone barn, and one lot with the existing dwelling. The vacant lot and the lot with the barn The Plan was reviewed by Township consultants and the County and Township Planning Commissions. Mr. Goncharoff moved, seconded by Mr. Kerr, to approve the Minor Subdivision Plan, dated July 15, 2016, with the following conditions. The Motion carried unanimously.

1. The Plans shall be revised to comply with Gilmore & Associates, Inc. review letter dated September 7, 2016;
2. A waiver from SALDO Section 162-7.A.(1).(e) which requires all resulting lots from a minor subdivision application to be restricted from further subdivision, is hereby granted.
3. A waiver from SALDO Section 162-9.B. which requires a site analysis, conservation plan, and impact plan be provided, is hereby granted.
4. A note shall be added to the Plan to allow for the establishment of a trail easement across the Moore Road frontage of each of the resulting lots should a trail be considered in the future.

ADMINISTRATION

Fellowship Fields Field House Dedication. Cary Vargo advised the design and construction of the Field House, through a private (Believe and Achieve Foundation, Marsh Creek Eagles, Inc.) and public partnership, has been completed, inspected, and in use since August 2016. It's a great addition to Fellowship Fields and houses a press box, storage areas, rest rooms, and a concession stand. It is offered for dedication to the Township. Mr. Kerr moved, seconded by Mr. Goncharoff, to adopt Resolution #10-17-16-12, accepting dedication of the Field House. The Motion carried unanimously.

East Brandywine Fire Company Funding Agreement. Cary Vargo explained that Upper Uwchlan calculates the amount to contribute to each fire company serving the Township according to the population served, value of property in the service area, etc. We shared the formula with East Brandywine and West Brandywine Fire Companies and they want to memorialize the annual

agreement and develop long range capital planning. The Board of Supervisors would like the Agreement to require an action on each party's part to renew each year, rather than an automatic renewal. Mr. Kerr moved, seconded by Mr. Donatelli, to execute the Agreement with the aforementioned revision. The Motion carried unanimously.

Municipal Authority and Township Operation and Maintenance Agreement. Mr. Vargo advised that the Auditors recommended an Agreement be drafted in order to memorialize the operation and maintenance of the wastewater treatment facilities. The Agreement presented this evening has been reviewed and revised by both the Municipal Authority and Township Solicitors. Brief discussion followed. The initial term is for 4 years and then it renews annually. The Township can adjust the terms if and when they so choose. Mr. Goncharoff moved, seconded by Mr. Kerr, to approve the Operation and Maintenance Agreement as presented this evening. The Motion carried unanimously.

Disposition of Township Property. A recent office phone system transition included the replacement of 18 desk phones. The desk phones are in good condition and can be posted for sale pursuant to Second Class Township Code Section 1504. Mr. Goncharoff moved, seconded by Mr. Kerr, to post the phones for sale. The Motion carried unanimously.

Open Session

Mr. Kerr commented he'd like to work with Mrs. Bukata to streamline the format of the monthly financial reporting. He'll contact her to discuss.

Adjournment

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

Respectfully submitted,

Gwen A. Jonik
Township Secretary