



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS  
ORGANIZATION MEETING,  
JOINT BOARDS & COMMISSIONS WORKSHOP  
January 7, 2013

Approved

Attending:

Board of Supervisors

Kevin C. Kerr, Member  
Guy A. Donatelli, Member  
Catherine A. Tomlinson, Member

Township Administration

Cary B. Vargo, Township Manager  
Gwen A. Jonik, Township Secretary  
Jill Bukata, Township Treasurer  
Al Gaspari, Codes Administrator

Cliff Schultz, Zoning Hearing Board  
Bob Schoenberger, Planning Commission

Mary Lou Farrow, Historic Commission  
Jamie Goncharoff, Emergency Management

Mike Taggart, Gilmore & Associates  
Chris Williams, McMahon Associates

Sheila Fleming, Brandywine Conservancy  
John Theilacker, Brandywine Conservancy

Mr. Kerr called the meeting to order at 7:00 p.m., led the salute to the flag and offered a moment of silence.

Organization of the Board

Mr. Kerr asked Mr. Vargo to conduct the election of Supervisors' Chairperson for calendar year 2013. Mr. Vargo thanked the Supervisors, Staff, and Consultants for a productive year. Mr. Vargo requested nominations for Chairperson. Mrs. Tomlinson nominated Mr. Donatelli, seconded by Mr. Kerr. Mr. Donatelli was elected Chairperson with 2 ayes, 1 abstention.

Mr. Kerr nominated Mrs. Tomlinson for Vice Chairperson, seconded by Mr. Donatelli. The Motion carried with 2 ayes, 1 abstention.

Appointments

Mr. Donatelli moved, seconded by Mr. Kerr to re-appoint the following Staff, Consultants and Legal Firms for one year terms, and appoint/re-appoint the following volunteers to their respective Boards and Commissions. The Motion carried unanimously.

- |   |                             |
|---|-----------------------------|
| a. Township Manager                       | Cary Vargo                  |
| b. Township Secretary                     | Gwen Jonik                  |
| c. Right-To-Know (Open Records) Officer   | Gwen Jonik                  |
| d. Right-To-Know Officer (Police)         | Chief John DeMarco          |
| e. Township Treasurer                     | Jill Bukata, C.P.A.         |
| f. Codes Administrator                    | Al Gaspari                  |
| g. Assistant Codes Administrator          | Gilmore & Associates        |
| h. Township Engineer                      | Gilmore & Associates        |
| i. Township Planner                       | Brandywine Conservancy      |
| j. Township Traffic Engineer              | McMahon Associates, Inc.    |
| k. Township Wastewater Engineer           | ARRO Consulting, Inc.       |
| l. Township Municipal Authority Solicitor | Christopher Frantz, Esquire |

- m. Township Wastewater Facility Operator Clean Water, Inc.
- n. Road Master Michael Heckman, Director of Public Works
- o. Township Fire Marshal Richard Ruth
- p. Township Auditor Barbacane, Thornton and Company
- q. Township Solicitor John E. Good, Esquire
- r. Township Solicitor-Alternate Buckley, Brion, McGuire, Morris, Sommer
- s. Township Labor Solicitor Reed, Smith, Shaw, McClay
- t. Zoning Hearing Board Solicitor Craig Kalemjian, Esquire
- u. Vacancy Board Donald Carlson
- v. Assistant Township Tax Collector Jill Bukata, C.P.A., Township Treasurer

Emergency Management Planning Commission (3 Year Term): Tom Baynard, Bernie Carroll, Jamie Goncharoff ; Historic Commission (3 Year Term): Brett Hand; Municipal Authority (5 Year Term): Bob Watts; Park and Recreation (5 Year Term): Bob Phillips; Planning Commission (5 Year Term): John McTear Technology Advisory Board (3 Year Term): Ilya Lehrman; Zoning Hearing Board (3 Year Term): Cliff Schultz

The Board of Elected Auditors (6 Year Term) are William Perry Hughes (2013), Fred Clark (2015), and Steven McNaughton (2017).

Mr. Kerr moved, seconded by Mrs. Tomlinson, to establish the Bond rates as follows. The Motion carried unanimously. Treasurer's Bond \$1,500,000; Township Manager's Bond \$100,000; Tax Collector's Bond \$225,000

Mr. Kerr moved, seconded by Mrs. Tomlinson, to establish National Penn Bank, Meridian Bank and Downingtown National Bank (DNB First) as the Depositories of Township's Funds. The Motion carried unanimously.

Mr. Kerr moved, seconded by Mrs. Tomlinson, to establish the Board's meeting schedule as the second Tuesday of the month at 4:00 p.m. for Workshops, and third Monday of the month at 7:00 p.m. for regular meetings, at the Township Office 140 Pottstown Pike, Chester Springs PA 19425. The Motion carried unanimously.

Mr. Donatelli moved, seconded by Mrs. Tomlinson, to establish Mr. Kerr as the Voting Delegate for the State's Association of Township Supervisors and the County's Association of Township Officials. The Motion carried unanimously.

The Board agreed with the IRS Standard Mileage Rate for 2013 at 56.5 cents per mile.

Open Session

There were no comments offered.

The Joint Boards & Commission Workshop began at 7:05 p.m.

Board of Supervisors / Township Manager

Cary Vargo provided a brief update on the following projects: the design and engineering of the Park Road Trail Phase IV is moving along; the adaptive traffic control system is in its second 30-days test period and working well; the finance software transition and utility billing preparations are well underway -- residents will be able to login a secure site to check their account balances

and will be able to pay via ACH or credit card (a small convenience fee is charged by the company processing the payment); East Brandywine Township is repairing the end walls and infrastructure of the Lyndell Road bridge and once that has been completed, Upper Uwchlan will repair the decking/roadway; the timing of the light at Route 100 and Fellowship Road has been adjusted during “rush hour” and seems to be working well.

#### Zoning Hearing Board (ZHB)

Mr. Donatelli commented about the zoning of a property on Pennsylvania Drive, where it appears there are several groups living. Al Gaspari advised he’s been contacting the owner.

Cliff Schultz reported the ZHB will meet January 31, 2013 at 7:30 p.m. to hear Toll’s application for the Frame Property and steep slope disturbance. Future Hearings include a sign setback for Eagleview Crossing and property setbacks for Eagleview Lot 1 (pump station).

Cliff commented that the sensor for eastbound Little Conestoga at Park Road should be adjusted as it favors Park Road even when there’s no traffic on Park Road. Also the left turn arrow on northbound Route 100 at Park is too short.

Mrs. Tomlinson asked the status of Graphite Mine Road being designated as Route 100. Mr. Vargo advised PennDOT hasn’t agreed with that request.

#### Planning Commission (PC)

Bob Schoenberger reported the PC has been working with Brandywine Conservancy to update the 2002 Comprehensive Plan, and integrate the Village Concept Plan (Eagle and Byers Villages). John Theilacker reported that the PC will finish the chapter on Implementation Strategies this month and then the Conservancy will prepare the first Draft.

Bob reported the PC has also discussed re-zoning along the Route 100 corridor outside of the Village District – to Limited / Planned Industrial and no residential. At this time, one property would be affected and Mr. Donatelli suggested the property owner be contacted for comment.

Bob asked the status of the suggested trail connections in and around Eagle Village. Cary Vargo advised 3 of the 5 connections are included in the 2013 budget. The other 2 will be included in future streetscape planning.

#### Historic Commission (HC)

Mary Lou Farrow reported that Archer & Buchanan (Architect) is working on the construction documents for the Upland Farm Barn adaptive re-use project, the HC continues to seek additional funding for the project and hopes Pulte will dedicate the Farm to the Township in 2013, and Gilmore is completing engineering work for trails at Upland Farm.

Several projects with Wise Preservation are proposed. Bob Wise has completed research of “significant” historic properties and the management of the documents should be integrated with the Township’s parcel records.

#### Technology Advisory Board (TAB)

Peter Drinkwater was unable to attend but advised there is a vacancy on the TAB.

#### Park & Recreation Board (P&R)

Cary Vargo advised that the athletic fields continue to be used, even in the cold weather.

Municipal Authority

No report.

Emergency Management Planning Commission (EMPC)

Jamie Gonacharoff invited all to attend the EMPC's Volunteer Appreciation Night, Thursday, January 24 at 7:00 p.m. at the Township Building, to recognize 30-40 Township residents for their service to the Community.

Open Session

Sheila Fleming, Brandywine Conservancy, introduced a project to extend the Struble Trail from Dorlan Mill Road to Honey Brook Borough. Brandywine Conservancy is partnered with the County and they'll apply for the DCNR's C2P2 Grant to conduct a feasibility study. Also proposed is a trail around Marsh Creek State Park, so one may travel from one side of the Lake to the other without using the road. Letters of support from the Townships will be requested.

Mr. Donatelli asked about a recent article regarding pipeline expansions in the Township. Cary Vargo and Al Gaspari advised the gas companies have been surveying and marking their easements and rights-of-way, but we have not received formal word of anything outside their easements.

Mr. Donatelli announced the next quarterly Joint Boards & Commissions Workshop will be held April 9, 2013.

Adjournment

There being no further business to be brought before the Board, Mr. Donatelli adjourned the meeting at 7:54 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary