



TOWNSHIP OF UPPER UWCHLAN  
BOARD OF SUPERVISORS MEETING  
July 21, 2014

Approved

Attending:

Board of Supervisors

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

Township Administration

Cary B. Vargo, Township Manager  
Gwen A. Jonik, Township Secretary  
John DeMarco, Police Chief  
Jill Bukata, Township Treasurer  
Mike Heckman, Director of Public Works  
Dave Leh, P.E. Township Engineer

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

Mr. Kerr announced that the American Tower Conditional Use Hearing that was advertised for this evening has been continued to a date certain: August 18, 2014.

Approval of Minutes

Mr. Donatelli moved, seconded by Mr. Kerr, to approve as presented the minutes of the June 10, 2014 Board of Supervisors Workshop and the June 16, 2014 Board of Supervisors Meeting. The Motion carried.

Approval of Payments

Mr. Donatelli moved, seconded by Mr. Kerr, to approve the payments to all vendors as listed July 18, 2014. The Motion carried.

Treasurer's Report

Jill Bukata reported that the Township's financial condition remains strong. Year-to-date revenues are at 67% of the annual budget while expenses are at 43% of budget. Mrs. Bukata requested the Board's approval to transfer \$500,000 from the Solid Waste Fund to the Capital Fund, as accounted for in the 2014 Budget. Mr. Donatelli moved, seconded by Mr. Kerr, to transfer the requested funds and accept the Treasurer's Report as presented. The Motion carried.

Supervisors' Report

Community Service Recognition. Police Chief DeMarco commented that the Township is well-served by wonderful volunteer services provided by the local emergency response agencies, and we wanted to recognize Fire Chief Jeff Seese of Glen Moore Fire Company who has served the community for 20 consecutive years with that Fire Company. Mr. Kerr presented Chief Seese with a framed Certificate of Recognition/Appreciation.

2013 Financial Audit Report. Pam Baker of Barbacane, Thornton and Company summarized the results of the Township's 2013 Financial Audit Report. This Report shows great progress transitioning from providing a basic Department of Community & Economic Development (DCED) required audit to a comprehensive Report of all township finances (GAAP - Generally accepted accounting procedures).

The conclusion of the Report is that the Financial Statements, which present the township as a business, are in good order. The various sections of the Report detail the Management discussion and analysis, showing the changes from the previous year such as debt, financial

condition, etc.; the statement of the net position, shows have the township as a municipality plus operating like a business when sewer assets are included, which helps our borrowing/credit rating. The Township has a net value of over \$9.3 million, with the Municipal Authority and Capital assets totaling an additional \$16 million. Revenue for 2013 was budgeted at \$5.2 million; actual revenue was \$5.8 million; Expenses were budgeted at \$4.6 million; actuals were 4.7 million. The Pension Funds (2) were audited separately and Reports were provided for each, resulting in a "clean" opinion, which will help decrease the level of auditing needed by the Auditor General's Office. There were just a few recommendations made. Due to the strong cash position, above what the FDIC can cover, we need to continue to diversify those funds, which is difficult given that government is restricted where funds can be placed – needing safety rather than return.

Mr. Kerr made comment that the Audit captured the full financial picture of the organization and thanked Mrs. Baker, Jill Bukata and Cary Vargo for the additional efforts needed to transition to this deeper level of Reporting. Mr. Vargo commented that the Staff appreciates the support of the Board of Supervisors and all Departments do their best to keep finances a focus. The Audit Report will be posted on the website shortly.

Mr. Kerr announced that an Executive Session was held July 8, 2014 regarding a legal matter, and he read the following calendar: July 28, 2014 6:00 p.m. Conditional Use Hearing – Applicant: Nace Properties, LLC; August 5, 2014 7:00 p.m. Zoning Hearing – Applicant: Gerald Masino; August 12, 2014 4:00 p.m. Board of Supervisors Workshop; August 13, 2014 Yard Waste Collection; August 18, 2014 7:00 p.m. Board of Supervisors Meeting, and Conditional Use Hearing – Applicant: American Towers, LLC.

#### Administration Reports

##### Township Engineer's Report

Dave Leh reported that the Upland Farm trail plans have been revised and resubmitted, addressing all comments by the County and State, and we await approvals. The Army Corps of Engineers was notified due to bog turtles in the vicinity. The Land Development plans were withdrawn for the cell tower project on Milford Road; a building permit is all that's necessary. The Waynebrook punch list is being acted upon.

##### Building and Codes Department Report

Cary Vargo reported on Al Gaspari's behalf that 71 building permits were issued during June, totaling \$7,430 in permit fees. The majority of permits were for re-roofing projects. Thirty-five Resale Use & Occupancy permits were issued.

##### Police Chief's Report

Chief DeMarco reported there were 1,172 calls in the month of June; 29 reported crimes, the majority of which were theft from vehicles. Lock your car doors and hide any valuables. There were 10 arrests. An emergency response drill was held with the Pickering Valley Elementary School in June, which was a success from an emergency management critique standpoint. The Department held a Junior Police Academy for 3 days, led by Officer Gathercole. Twenty-seven teenagers participated. Wolfington provided courtesy bus service to the various activities and venues, and Spectra Energy provided \$500 toward costs. Officer Gathercole did a great job and the Academy was a success.

##### Public Works Department Report

Mike Heckman reported that roadway base repairs are almost complete, the Department installed a storm water pipe across W. Township Line Road last week, Glasgow Inc. will begin paving early August, numerous storm water inlets are being repaired, the mechanic/roadworker position has been filled, the yard waste dumpster at the Public Works facility is constantly full, and the 2014 Pavement Marking bid has been advertised.

#### ADMINISTRATION

The Board was requested to authorize the advertisement of an ordinance amendment regarding the prohibition of open burning. The authorization was granted.

#### Open Session

A resident of Lyndell Road asked about the Conditional Use Hearing for American Towers. Mr. Vargo explained that the proposed location of a telecommunications cell tower requires approval through Conditional Use by the Board of Supervisors. The carrier will have to show the need, the areas that will be served that aren't currently served well, etc. The Applicant will present testimony to support their request. Following the closing of the Hearing, the Board has 45 days to formally render a decision – the decision may be announced that evening. The resident had attended the Zoning Hearing for this Application but the technical answers weren't provided at that Hearing.

Steve McNaughton commented on the weed growth along the Shea property on Park Road. Mr. Vargo will advise the Turnpike Commission, property owner, of the condition.

#### Adjournment

There being no further business to be brought before the Board, Mr. Kerr adjourned the meeting at 7:56 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary