

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING MINUTES OF JUNE 6, 2016

The June 6, 2016 Business Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:00 pm. Supervisors present included: Christopher D. Polites, Chairman; James W. Oram, Jr., Vice Chairman; Marc J. Heppe, Betsy Fadem, and Fred Pioggia. Also attending were Dan Fox, Township Manager; Dave Obzud, Police Chief; Gary Bernhard, Public Works Director; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

MINUTES

On motion by Mr. Oram, and seconded by Mr. Heppe, the minutes of the regular business meeting of May 16, 2016 were unanimously approved.

ANNOUNCEMENTS

Chairman Polites announced that the Board met in executive session prior to the regular meeting to discuss personnel and litigation matters and will reconvene after the regular meeting has ended.

The following public meetings will take place at the Township Building unless otherwise stated:

- Planning Commission on Tuesday, June, 7 pm
- Citizens Advisory Committee on Monday, June 13, 6:15 pm
- Municipal Authority on Tuesday, June 14, 7 pm
- Comprehensive Plan Task Force Open House on Wednesday, June 15, 7 to 9 pm at Beaumont Elementary School (575 Beaumont Road)
- Historical Commission on Wednesday, June 15, 7 pm at Easttown Library (720 First Ave)
- Board of Supervisors meeting on Monday, June 20, 7 pm

LIST OF BILLS

Mr. Oram made a motion, seconded by Mr. Heppe, for payment of \$344,422.30, a total of Warrants (\$230,857.93) and Payroll (\$113,564.37) date ending May 26, 2016. After discussion regarding the ratification of prior debit card purchases via Board approval, Mrs. Fadem made a subsidiary motion to approve the bi-monthly List of Bills independently from the proposed ratified debit card purchases, seconded by Mr. Pioggia.

The Board discussed the List of Bills, date ending May 26, 2016. Mrs. Fadem requested that the minutes track the changes and clarifications noted at the Board meeting for the list of bills and asked that the Administration provide confirmation that the changes were made.

On motion by Mrs. Fadem, and seconded by Mr. Pioggia, the Board approved the amended payment of \$336,801.12, a total of Warrants (\$223,236.75) and Payroll (\$113,564.37) date ending May 26, 2016, with Mr. Heppe recusing himself from voting on invoice number 136297.

The Board discussed the ratification of prior Township debit card purchases. Mr. Polites explained that Township staff had briefly used Township issued debit cards for departmental purchases, but that, after procedural consideration, the Board immediately discontinued this use. After a policy is adopted, certain Township staff will be issued credit cards. After being asked by Jody Durante, of 580 Kromer Drive, what the total of these purchases is, the Board responded that they totaled \$7,621.18 for the years of 2015 and 2016.

On motion by Mr. Oram, and seconded by Mr. Heppe, the Board approved ratification of debit card purchases from 2015 and 2016 totaling \$7,621.18, with Mr. Polites recusing himself from purchases made from Polites Florists on March 30, 2016 and April 11, 2016.

SUPERVISOR LIAISON REPORTS

Mr. Oram thanked Chief Obzud and his Department for another successful year of managing security for the Devon Horse Show.

Mr. Pioggia stated that the Parks and Recreation Board has been discussing their goals and budget for Hilltop House and that a priority list for these items will be provided by Mr. Fox at the next regular Board of Supervisors meeting. The Board unanimously voted to authorize staff to solicit bids for repairs to Hilltop House.

Mr. Pioggia also stated that he has been continuing to work with PECO and the Director of Public Works towards upgrading the Township's street lights to LED bulbs to save the Township money on its electric bills.

Mrs. Fadem announced that she and Mr. Heppe attended the first Fire Company Coalition meeting with members from the Tredyffrin Board of Supervisors and the Berwyn and Paoli Fire Companies. The Board, she suggested, can develop goals that she and Mr. Heppe will share with the Coalition and that she will continue to update the Board with developments.

DEPARTMENTAL REPORTS

Mr. Fox updated the Board on administrative matters, including the anticipated application for ARLE funding on 2017 to upgrade streetlights, given that the Township was not awarded funding in 2016. After an inquiry by Mrs. Fadem, he also explained a complication in billing that occurred during the Township's information technology transition earlier in 2016.

Mr. Fox updated the Board on financial matters. Mr. Pioggia requested that sums of expenditures be included on the summary page of the financial report. Mrs. Fadem requested a more succinct report overall. After more discussion, Mr. Fox invited Board members to provide suggestions to him that he will incorporate into future reports.

Mr. Bernhard updated the Board regarding Public Works matters. After an inquiry by Mr. Polites, Mr. Bernhard stated that Township staff is continuing to work on bid specifications for a deicing and snow removal contract and that the request for proposals will go out at the end of the summer.

NEW BUSINESS

Board of Supervisors Summer Meeting Schedule

After discussion, the Board authorized staff to advertise that the Board of Supervisors will not hold their regular meetings on Tuesday, July 5 and Monday, August 1, and will meet only on the third Mondays of both July and August in 2016.

Resolution 2016-12; Personnel Manual

On motion by Mr. Oram, and seconded by Mr. Polites, the Board unanimously adopted Resolution 2016-12.

Other New Business

Mrs. Fadem stated that she had develop a draft policy regarding the Supervisor Discretionary Fund and distributed that to the Board of Supervisors at the meeting. She requested their input and suggestions.

OLD BUSINESS

None

PUBLIC FORUM

Maxine Washington, of 51 Walnut Avenue, expressed her concern regarding speeding on her street. Chief Obzud responded that he would set up a meeting with the Department's Traffic Safety Officer and work towards a resolution.

Ms. Washington also stated that there is an ongoing problem with trees and debris on her property line from Trinity House. Staff responded that they would look into this.

Lucille Washington, of 15 Leopard Road, expressed her concern with speeding on her street. Chief Obzud responded that he would set up a meeting with the Department's Traffic Safety Officer and work towards a resolution.

ADJOURNMENT

The meeting adjourned at 8:42 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary