

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS ORGANIZATIONAL MEETING MINUTES OF JANUARY 06, 2020**

The January 06, 2020 Organizational Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:00 p.m. Supervisors present included: Betsy Fadem, Chair; James Oram, Vice Chair; Marc Heppe; Michael Wacey; and Beth D'Antonio. Also attending were Eugene C. Briggs, Jr., AICP, CZO, Assistant Township Manager and Director of Planning and Zoning; Dave Obzud, Police Chief; Don Curley, Public Works Director, PE, AICP; William DeFeo, Finance Director; Kate Jones, Administrative Coordinator; and James Dalton, Esq., Alternate Township Solicitor.

### **PLEDGE OF ALLEGIANCE**

Chairperson Fadem called the meeting to order at 7 pm, which was followed by the Pledge of Allegiance.

### **SWEARING-IN CEREMONIES**

Judge Tartaglio was in attendance to swear Beth D'Antonio in to an unexpired four year term as Township Supervisor term, ending December 31, 2023; Michael Wacey in to a six year term as Township Supervisor, ending December 31, 2025; and Eric Knight in to a six year term as Township Auditor, ending December 31, 2025.

### **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN FOR 2020**

Mrs. Fadem asked for a motion to open the floor for nominations for Chair of the Board of Supervisors. Mr. Heppe made a motion and Mr. Oram seconded the motion to open the floor for nominations. Mrs. Fadem called for a vote and the motion passed unanimously.

Mrs. Fadem asked for a motion to nominate a Supervisor to serve as Chair of the Board. Mr. Heppe made a motion to nominate Mr. Oram to serve as Chair of the Board of Supervisors and Mrs. Fadem seconded the motion.

After asking for more nominations and receiving none, Mrs. Fadem asked for a motion to close the floor for nominations for Chair of the Board of Supervisors. Mr. Heppe made a motion and Mr. Oram seconded the motion to close the nominations. Mrs. Fadem called for a vote and the motion passed unanimously.

Mrs. Fadem then called for a vote on the motion to elect Mr. Oram as Chair of the Board of Supervisors. The motion passed unanimously.

Mrs. Fadem relinquished her seat to Mr. Oram, who then assumed the position of Chair of the Board of Supervisors and thanked Mrs. Fadem for her leadership and dedication to the Township during her tenure as Chair in 2019. Mr. Oram asked for a motion to open the floor for nominations for the Vice Chair of the

Board of Supervisors. Mr. Heppe made a motion and Mrs. Fadem seconded the motion to open the floor for nominations. Mr. Oram called for a vote and the motion passed unanimously.

Mr. Oram asked for a motion to nominate a Supervisor to serve as Vice Chair of the Board of Supervisors. Mrs. Fadem made a motion to nominate Mr. Heppe to serve as Vice Chair and Mrs. D'Antonio seconded the motion.

After asking for more nominations and receiving none, Mr. Oram asked for a motion to close the floor for nominations for Vice Chair of the Board of Supervisors. Mrs. Fadem made a motion and Mr. Heppe seconded the motion to close the nominations. Mr. Oram called for a vote and the motion passed unanimously.

Mr. Oram then called for a vote on the motion to elect Mr. Heppe as Vice Chair of the Board of Supervisors. The motion passed unanimously.

## **APPOINTMENTS**

Mr. Oram asked for a motion to appoint the following staff members to following the positions: Daniel C. Fox: Township Manager, Secretary, Treasurer, and Open Records Officer; Eugene C. Briggs, Jr.: Assistant Township Manager and Zoning Officer; David J. Obzud: Chief of Police; Don Curley: Municipal Authority Administrator; William DeFeo, III: Assistant Treasurer; and Kate Jones, Assistant Township Secretary. Mrs. Fadem made a motion to appoint Staff as presented. Mr. Heppe seconded the motion. Mr. Oram called for a vote the motion passed 4 to 1 with Mrs. D'Antonio abstaining.

Mr. Oram asked for a motion to appoint the following consultants to the following positions: Andrew D. H. Rau, Esq.: Township Solicitor; ARRO Consulting, Inc.: Township Engineer; Glackin Thomas Panzak: Landscape Architect; McMahon Associates, Inc.: Traffic Engineer; and Keystone Municipal Services: Building Code Official. The Supervisors discussed tabling the appointment of Keystone Municipal Services until they received more information from Staff. Mrs. Fadem made a motion to appoint the consultants as presented, with the exception of Keystone Municipal Services which will be considered at a future meeting. Mr. Heppe seconded the motion. Mr. Wacey sought clarification regarding attorney fees. Mrs. Fadem stated the Board has the fiduciary responsibility regarding consultant fees and requested that moving forward the Board of Supervisors takes over the Planning Commission's current role of appointing the Planning Commission Solicitor. After discussion, Mr. Oram called for a vote the motion passed 3 to 2, with Mr. Wacey and Mrs. D'Antonio abstaining.

Mr. Oram asked for a motion to appoint the following volunteers to the following positions: Easttown Citizens' Advisory Committee: Buck Buchanan (term expiring December 31, 2021), Palmer Dalesandro (term expiring December 31, 2021), Tom McGurk (term expiring December 31, 2021), Pete Motel (term expiring December 31, 2021), Alessandra Nicolas (term expiring December 31, 2021), David O'Brian (term expiring December 31, 2020), and Hal Ward (term expiring December 31, 2021); Historical Commission:

Anna Sicalides (term expiring December 31, 2022); Library Board of Trustees: Anita Friday (term expiring December 31, 2022), Kathryn Lewis (term expiring December 31, 2022), and Margaret MacKenzie (term expiring December 31, 2022); Municipal Authority: Todd Pohlig (term expiring December 31, 2024) and Kevin McCauley (term expiring December 31, 2024); Planning Commission: Ann Rothmann (term expiring December 31, 2023); Zoning Hearing Board: Michael Tierney (term ending December 31, 2022), Roman Koropey (term ending December 31, 2020), and Larry “Buzz” Wood, term ending December 31, 2020; and Vacancy Board: Kim A. Reynolds (term ending December 31, 2020). Mr. Heppe made a motion to appoint the volunteers as presented. Mrs. Fadem seconded the motion. Mr. Wacey sought clarification regarding the process for selecting volunteers and Mrs. Fadem drew his attention to Policy 111 of the Board’s Operating Policy Manual. Mrs. Fadem requested that the Township reexamine the terms of the Citizens Advisory Committee to make them longer and more staggered. After discussion, Mr. Oram called for a vote and the motion passed 3 to 2, with Mr. Wacey and Mrs. D’Antonio abstaining.

## **RESOLUTIONS**

### **Resolution 2020-01: A Resolution designating Tompkins Bank as Depository for Easttown Township**

Mr. Oram asked the Board for a motion. Mr. Heppe made a motion, and Mrs. Fadem seconded, to adopt Resolution 2020-01: A Resolution designating Tompkins Bank as Depository for Easttown Township. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

### **Resolution 2020-02: A Resolution Authorizing Facsimile Signature**

Mr. Oram asked the Board for a motion. Mr. Heppe made a motion, and Mrs. Fadem seconded, to adopt Resolution 2020-02: A Resolution Authorizing Facsimile Signature. After discussion, Mr. Oram called for a vote and the motion passed unanimously, with one grammatical edit.

### **Resolution 2020-03: Appropriating Funds for Payment of Salaries, Wages and Benefits for Uniformed and Non-Uniformed Easttown Township Employees**

Mr. Oram asked the Board for a motion. Mrs. Fadem made a motion, and Mr. Heppe seconded, to adopt Resolution 2020-03: Appropriating Funds for Payment of Salaries, Wages and Benefits for Uniformed and Non-Uniformed Easttown Township Employees. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

### **Resolution 2020-04: A Resolution Setting Treasurer’s Bonds**

Mr. Oram asked the Board for a motion. Mrs. Fadem made a motion, and Mr. Heppe seconded, to adopt Resolution 2020-04: A Resolution Setting Treasurer’s Bonds. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

**Resolution 2020-05: A Resolution Amending the Uniformed Employees' Pension Plan and Trust for the Township of Easttown**

Mr. Oram asked the Board for a motion. Mrs. Fadem made a motion, and Mr. Heppe seconded, to adopt Resolution 2020-05: A Resolution Amending the Uniformed Employees' Pension Plan and Trust for the Township of Easttown. Mrs. Fadem requested that this item be considered during the budget approval process moving forward. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

**Resolution 2020-06: A Resolution Waiving Annual Compensation for Each Supervisor of the Township of Easttown**

Mr. Oram asked the Board for a motion. Mr. Heppe made a motion, and Mrs. Fadem seconded, to adopt Resolution 2020-06: A Resolution Waiving Annual Compensation for Each Supervisor of the Township of Easttown. Mrs. D'Antonio asked if the funds are reallocated and Mrs. Fadem responded that they are put into the Township's *Community Support Fund*. Mr. Wacey sought clarification regarding the provisions of Supervisor stipends in the Pennsylvania Second Class Township Code. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

**Resolution 2020-07: A Resolution Establishing the Emergency Service Coverage of Easttown Township**

Mr. Oram asked the Board for a motion. Mr. Heppe made a motion, and Mrs. Fadem seconded, to adopt Resolution 2020-07: A Resolution Establishing the Emergency Service Coverage of Easttown Township. After discussion, Mr. Oram called for a vote and the motion passed unanimously.

**Resolution 2020-08: A Resolution Acknowledging Maintenance Obligation for the Berwyn Veterans Memorial**

Mr. Oram asked the Board for a motion. Mrs. Fadem made a motion, and Mr. Heppe seconded, to adopt Resolution 2020-08: A Resolution Acknowledging Maintenance Obligation for the Berwyn Veterans Memorial. Mr. Wacey requested that the proposed resolution be tabled until it can be modified to include the funding mechanism. The motion was tabled.

**Resolution 2020-09: A Resolution Setting the 2020 Fee Schedule**

Mr. Oram asked the Board for a motion. Mr. Heppe made a motion, and Mrs. Fadem seconded, to adopt Resolution 2020-09: A Resolution Setting the 2020 Fee Schedule. Mrs. Fadem requested that this item be considered during the budget approval process moving forward. After discussion, Mr. Oram called for a vote and the motion passed unanimously, with a request that Mr. Curley clarify terminology in the portion that deals with Parks and Recreation rentals.

Mr. Oram opened the floor to the public and there were no comments. The motion unanimously passed.

## **ADJOURNMENT**

Mr. Oram called for a motion to adjourn the meeting. On a motion by Mrs. Fadem, and seconded by Mr. Heppe, the meeting adjourned at 7:49 p.m.

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES OF JANUARY 06, 2020**

The January 06, 2020 Regular Meeting took place in the Township meeting room at 566 Beaumont Road, Devon and was called to order at 7:49 p.m. Supervisors present included: James Oram, Chair; Marc Heppel Vice Chair; Betsy Fadem; Michael Wacey; and Beth D'Antonio. Also attending were Eugene C. Briggs, Jr., AICP, CZO, Assistant Township Manager and Director of Planning and Zoning; Dave Obzud, Police Chief; Don Curley, Public Works Director, PE, AICP; Kate Jones, Administrative Coordinator; and James Dalton, Esq., Alternate Township Solicitor.

### **CALL TO ORDER**

Chairperson Oram called the meeting to order at 7:49 pm.

### **BOARD MOTIONS AND RESOLUTIONS**

#### **Public Hearing: Conditional Use (CU) Application 106 – 905 Waterloo Road**

Mr. Oram adjourned the regular meeting and convened the Public Hearing for Conditional Use (CU) Application 106 for 905 Waterloo Road. The transcript of this Hearing, including public comment, is available for inspection at the Easttown Township Administrative Building.

Mr. Oram reconvened the regular meeting and asked the Board for a motion. Mrs. Fadem made a motion, and Mr. Heppel seconded, to approve Conditional Use (CU) Application 106 for 905 Waterloo Road, subject to the following conditions:

1. The Applicant shall comply with the outstanding comments in Eugene Briggs' memorandum dated November 22, 2019.
2. The Applicant shall comply with the Township's development and permitting requirements, and obtain all necessary permits for the development.
3. The Applicant shall reimburse the Township for all outstanding fees and charges incurred by the Township in processing and considering the Conditional Use Application, including but not limited to legal, engineering, and consulting review fees.
4. The proposed use and development, and intensity thereof, shall be consistent with the testimony and evidence provided at the Public Hearing on January 6, 2020.
5. The layout of the proposed recreational facility (baseball field) shall be adjusted to comply with the 50' minimum side and rear property line setbacks required by Easttown Township Zoning Code Section 455-57A(3).

Mr. Oram called for a vote and the motion passed 4 to 1 with Mr. Wacey voting against.

In addition, the Supervisors asked that Staff reexamine Section 455-57.D *Educational Uses* to adjust the hours of operation for educational recreational facilities in residential areas.

### **Consideration of Authorization to Draft and Advertise Ordinance to Establish Regulatory Speed Limit for Entire Length of Exeter Road**

Chief Obzud introduced the Board to this item. The Ordinance will establish a 25 miles per hour speed limit along the entire length of Exeter Road.

Before discussion, Mr. Oram asked the Board for a motion. Mr. Heppie made a motion to authorize the drafting and advertising of an ordinance establishing a regulatory speed limit for the entire length of Exeter Road. Mrs. Fadem seconded the motion. After Board discussion, Mr. Oram opened the floor to the public and there were no comments. Mr. Oram then called for a vote and the motion passed unanimously.

### **DEPARTMENTAL REPORTS**

After Mr. Briggs introduced the Township Manager's Administrative Report, dated January 02, 2020, Mr. Oram opened the floor to the Board. After discussion, Mr. Oram opened the floor to the public and there were no questions.

After Mr. Curley outlined the Public Works Report, dated January 02, 2020, Mr. Oram opened the floor to the Board. Mrs. Fadem requested that Mr. Curley determine the feasibility costs of permanently fixing road areas in the Township that are subject to high ground water and cause ongoing issues during inclement weather events. After discussion, Mr. Oram opened the floor to the public and there were no questions.

### **REGULAR TOWNSHIP BUSINESS**

#### **Minutes**

Before discussion, Mr. Oram asked the Board for a motion. Mr. Heppie made a motion to approve the Board of Supervisors meeting minutes of December 16, 2019. Mrs. Fadem seconded the motion. Mr. Oram opened the floor to the Board. After Mrs. Fadem made several changes, Mrs. D'Antonio began a discussion regarding the process of how the Township takes meeting minutes. Mrs. Fadem stated the Policy Committee will further this discussion. Mr. Oram then opened the floor to the public and there were no comments. Mr. Oram called for a vote and the motion passed unanimously, with Mrs. Fadem's corrections.

### **Authorize Payment of Bills, Date Ending December 27, 2019**

Before discussion, Mr. Oram asked the Board for a motion. Mrs. Fadem made a motion to authorize payment of the bills totaling \$452,198.29; date ending December 27, 2019. Mr. Heppe seconded the motion. Mr. Oram opened the floor to the Board and it questioned the staff on miscellaneous aspects of the bills. Mr. Oram then opened the floor to the public and there were no questions. Mr. Oram called for a vote and the motion passed unanimously, with Mrs. Fadem recusing herself from check number 28362 and Mr. Wacey recusing himself from invoice number 28364.

### **Authorize Payment of Bills, Date Ending January 06, 2020**

Before discussion, Mr. Oram asked the Board for a motion. Mr. Heppe made a motion to authorize payment of the bills totaling \$240,396.93; date ending January 06, 2020. Mrs. Fadem seconded the motion. Mr. Oram opened the floor to the Board and it questioned the staff on miscellaneous aspects of the bills, specifically pertaining to credit card reimbursement. Mr. Oram then opened the floor to the public and there were no questions. Mr. Oram called for a vote and the motion passed unanimously.

### **OLD BUSINESS**

Mr. Heppe stated that he would like to ask the Parks and Recreation Board to look into the feasibility costs of putting fitness stations along the pathway of Hilltop Park. In addition, he asked if the Township could post the total distance of the pathway in the park. Mrs. D'Antonio asked that the Park and Recreation Board look into designing the stations to be multi-generational. After discussion, the Board agreed to have the Parks and Recreation Board research this project.

### **ANNOUNCEMENTS**

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

- Planning Commission on Tuesday, January 07, 7 pm (6:30 pm workshop) at Hilltop House
- Historical Commission on Wednesday, January 08, 7 pm
- Policy Committee on Monday, January 13, 5:30 pm
- Citizens Advisory Committee on Monday, January 13, 6:15 pm
- Municipal Authority on Tuesday, January 14, 7 pm
- Zoning Hearing Board on Tuesday, January 14, 7 pm
- Library Board on Wednesday, January 15, 7 pm at Easttown Library
- Next Board of Supervisors meeting on Tuesday, January 21 at 7 pm



## **PUBLIC FORUM**

Peter Wacey, of 1049 Beaumont Road, requested that the Board look into amending its ordinance regarding animal regulation so that it is less restrictive regarding the housing of farm animals as pets. The Supervisors asked him to coordinate with Mr. Briggs to have the Planning Commission review his suggested amendments.

## **ADJOURNMENT**

The meeting adjourned at 9:04 pm.

Respectfully submitted,

Kate Jones  
Assistant Township Secretary