

**EASTTOWN TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES OF FEBRUARY 21, 2017**

The February 21, 2017 Regular 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: James W. Oram, Jr.; Chairman; Marc J. Heppe, Vice Chairman; Betsy Fadem; Fred Pioggia; and Christopher D. Polites. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP; Assistant Township Manager; Scott Albee, Police Lieutenant; Karen Wertz, CPA, Finance Director; Don Curley, PE, AICP; Kate Jones, Administrative Coordinator; and Andrew D.H. Rau, Esq., Township Solicitor.

**PLEDGE OF ALLEGIANCE**

**RETIREMENT CEREMONIES FOR PAUL DORAIS AND JAMES MCNABB**

Mr. Heppe presented plaques to Paul Dorais and James McNabb for their 38 years and 21 years of service in Public Works, respectively.

**MINUTES**

On a motion by Mr. Pioggia, and seconded by Mr. Heppe, the minutes of the regular business meeting of February 06, 2017 were unanimously approved.

**ANNOUNCEMENTS**

Chairman Oram announced that the Board met in executive session prior to this meeting to discuss legal and personnel matters.

The following public meetings will be held at the Township Building:

- Parks & Recreation Board on Tuesday, February 21, 7 pm
- Comprehensive Plan Task Force on Monday, February 27, 6 pm
- Zoning Hearing Board on Tuesday, February 28, 7 pm
- Next Board of Supervisors meeting on Monday, March 6, 7 pm

**LIST OF BILLS**

Mrs. Fadem requested moving forward that any extraordinary items that may exceed the Township's budget be highlighted in the bill list. She also requested a summary of collected and outstanding reimbursable consultant fees for 2016.

On a motion by Mrs. Fadem, and seconded by Mr. Pioggia, the Board unanimously approved the payment of \$574,199.12; a total of Warrants (\$451,001.20) and Payroll (\$123,197.92), date ending February 16, 2017.

## **SUPERVISOR LIAISON REPORTS**

Mrs. Fadem announced that the Citizens Advisory Committee met February 13, 2017 and digested information and data concerning the Township's funding of Fire and EMS Services over the past six years. The Committee is working trying to identify key benchmarks to use in its funding analysis and strategy. The Committee also received an update on the Hilltop project and the next phase.

Mr. Heppe announced that Easttown Town Watch will honor its Citizen of the Year at an upcoming Board of Supervisors public meeting.

Mr. Oram stated that the Historical Commission met on February 08, 2017 and received large amounts of information regarding the Fritz Lumbar site. The Commission will reconvene at its next meeting on March 08, 2017 to discuss this material with site developer, Eadah Enterprises.

Mr. Pioggia announced that the Daylesford Pump Station is 99% complete, and, with this project, the Municipal Authority is nearing completion of all of its pump station upgrades. In addition, he added, Township staff continues to research potential restrictions in the deed for the Spring Knoll development open space that the Township is considering making into a 17 acre preserve with a walking path.

## **CHAIRMAN'S INITIATIVES**

The Board provided updates for the following, if available:

- 1. Continue to focus on communication with residents and stay abreast of the latest technological platforms for communication and increase presences at Township events – Mr. Heppe and Mr. Pioggia.*
- 2. Resolve short-term space building space issues, especially as it pertains to the needs of the Police Department – Mr. Oram, Mr. Heppe, and Mr. Pioggia.* Mr. Heppe stepped off this committee to avoid any meeting conflicts that would arise with a quorum of supervisors.
- 3. Document Township policies and procedures, including but not limited to the Supervisor Discretionary Fund, appointments to Boards and Commissions, and governance issues – Mr. Oram, Mrs. Fadem, and Mr. Polites.* Mr. Polites stepped off this committee to avoid any meeting conflicts that would arise with a quorum of supervisors. Mrs. Fadem stated that the rough draft of the first Board policy detailing the Policy Development process has been prepared and reflects input from Mr. Oram and herself. The next step is to receive the Township Solicitor's comments and seek to get full Board approval at the next BOS meeting.

4. *Explore options with the Tredyffrin-Easttown School District regarding the need for parking at Easttown Library – Mrs. Fadem and Mr. Polites.* Mrs. Fadem stated that while there has been no further meetings, the goals of this initiative are identified as follows: Work with the Tredyffrin-Easttown School District 1) to obtain added parking required by the Easttown Library, 2) to ensure that the Library does not lose any of the parking already in place and 3) to continue the positive relationship the Township and the School District have experienced over many years.
5. *Continue to explore Hilltop House as a performing financial asset for the Township – Mr. Polites and Mr. Pioggia.* Mr. Pioggia and Mr. Polites announced that the Hilltop House Subcommittee will meet in March to discuss Phase 2 of its analyses.
6. *Work towards a sustainable funding solution for the Fire Companies with the TE Fire Companies Funding Coalition – Mrs. Fadem and Mr. Heppe.*
7. *Work with the Planning Commission to complete a sidewalk plan for the Township – Mrs. Fadem.*
8. *Spend time with employees of the Township to get reoriented with their duties - Mr. Heppe.* Mr. Heppe will continue to meet with staff members through the spring.
9. *Work with Planning Commission and Staff to redefine the Township ordinance regarding fencing and signage - Mr. Heppe.*
10. *Modernize the Township in ways that can reduce its expenses, such as through LED lighting for street lights – Mr. Pioggia.* Mr. Pioggia will continue to seek input from employees regarding this initiative.

## **DEPARTMENTAL REPORTS**

Ms. Wertz updated the Board regarding financial matters.

Mr. Pioggia asked for clarification regarding the savings the Township receives by using Tompkins Bank. Ms. Wertz explained that the bank does not charge the Township for lockbox services and that the Township earns interest on its accounts.

Mr. Polites asked for clarification regarding the deadline to file the 2016 audit with the Pennsylvania Department of Economic and Community Development. He also requested that Staff include a real estate transfer tax report every month with the financial report.

Mr. Briggs updated the Board on planning and zoning matters, and emphasized that Anthropologie, Inc. has submitted revised preliminary land development plans for Township review based off of comments received at the Planning Commission meeting on February 07, 2017. These plans are scheduled to be on the agenda at the Planning Commission meeting on March 07, 2017.

Lieutenant Albee updated the Board on police matters.

## **NEW BUSINESS**

### **Appointment; Easttown Citizens Advisory Committee**

Mr. Polites introduced Ronald L. Mintz as a candidate for appointment to the Easttown Citizens Advisory Committee. Mr. Mintz, he stated, has been a dedicated volunteer in the Township, having previously served nine and a half years on the Easttown Library Board of Trustees.

On a motion by Mrs. Fadem, and seconded by Mr. Polites, the Board unanimously appointed Ronald L. Mintz to the Easttown Citizens Advisory Committee for a term expiring December 31, 2018.

## **OLD BUSINESS**

None

## **PUBLIC FORUM**

Jodi Durante, of 580 Kromer Avenue, thanked the Public Works Department for the good job it did during the February 09, 2017 snowstorm.

## **ADJOURNMENT**

The meeting adjourned 7:51 pm.

Respectfully submitted,

Kate Jones  
Assistant Township Secretary