

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING MINUTES OF APRIL 16, 2018

The April 16, 2018 Regular Meeting took place at the Township Building, 566 Beaumont Road, Devon and was called to order at 7:00 p.m. Supervisors present included: Marc J. Heppe, Chair; Betsy Fadem, Vice Chair; Christopher D. Polites; James W. Oram, Jr.; and Karl A. Romberger, Jr. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO, Assistant Township Manager and Director of Planning and Zoning; Dave Obzud, Police Chief; Don Curley, PE, AICP, Public Works Director; Karen Wertz, CPA, Finance Director; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

MINUTES

Mr. Polites made a motion to approve the minutes from the April 02, 2018 Regular Meeting. Mr. Romberger seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chair called the vote. The motion passed unanimously.

ANNOUNCEMENTS

Chairman Heppe read the following announcements:

The Board met in Executive Session prior to this meeting to discuss matters of litigation.

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

- Parks and Recreation Board on Tuesday, April 17, 7 pm
- Library Board on Wednesday, April 18, 7 pm at Easttown Library
- Planning Commission on Tuesday, May 01, 7 pm (6:30 pm Workshop)
- Next Board of Supervisors meeting on Monday, May 07, 7 pm

PUBLIC HEARING

Consideration of a Motion to Adopt Resolution 2018-11 Adopting the 2018 Easttown Township Comprehensive Plan

Mr. Rau explained the Public Hearing process and listed the Hearing's corresponding Exhibit List.

Mr. Briggs then updated the Board on this item. On April 20, 2015, the Board contracted with the Chester County Planning Commission through the Vision Partnership Program to update the Township's 2001 Comprehensive Plan. The total cost to the Township for the Plan update is \$14,914.

The public planning process kicked off with a Task Force meeting in September 2015, which led to the Easttown Township Planning Commission recommending approval of the Draft Comprehensive Plan on February 06, 2018. Since the Planning Commission recommendation, the Draft Comprehensive Plan has been out for the state-mandated 45-day review period, which included mailing a copy of the Plan to Tredyffrin Easttown School District, the adjacent Townships and the Chester County Planning Commission for review and comment. To date, the Township has received comments from one Board Supervisor, the Berwyn Fire Company Chief, one individual from the public, and the Chester County Planning Commission. The review comments were considered and the proposed edits are listed on *the Errata Sheet for Easttown Township Comprehensive Plan Public Review Draft – April 2018*.

Mr. Briggs thanked the Task Force members for all of its hard work completing this draft document and noted that the following members in the attendance: Tom McGurk, Meg Robinson, Eric Knight, Mark Stanish, Supervisor Fadem, Supervisor Heppe, and Chester County Planning Commission staff members Susan Elks and Chris Patriarca. He also gave thanks to Fred Pioggia and Mary Hashemi.

He then turned the Hearing over to Ms. Elks and Mr. Patriarca for their presentation of the process and outcome of the Task Force and resulting Draft Plan.

After thanking the County staff and the Task Force members for all their hard work and dedication to achieve this milestone, Chairman Heppe opened the floor to the Board.

Mr. Polites thanked all parties involved and stated they did a fine job.

Mrs. Fadem stated that it was an honor and a pleasure to work with the County and the Task Force to create such beneficial project. She asked for clarification regarding the adoption process and Mr. Rau stated that the Errata sheet would be adopted with the proposed resolution should it be approved at this meeting. She also asked that the minutes reflect that the Township would not have this completed Draft Plan without the hard work of Chester County Planning Commission staff members Susan Elks and Chris Patriarca.

Mr. Oram thanked everyone involved and stated that he is pleased with the completed document.

Lastly, Mr. Romberger expressed his appreciation to the Task Force and stated that the Historical Commission, for which he liaisons, finds the Draft to be invaluable.

Chairman Heppe opened the floor to the public.

Avis Yuni, of 231 Waterloo Avenue, asked the Board to add additional language to the Plan regarding the following the following three items: stormwater management, adding sidewalks specifically as it pertains to complicates stormwater management, and internal Township communications. She highlighted her concern regarding stormwater runs off public roads onto private property and asked that this particular concern be addressed in the finalized Comprehensive Plan. She also expressed doubts over the efficiency

of communications between the Board and staff members of the Township. Mrs. Fadem responded that any potential sidewalk construction is covered by the rigorous stormwater management regulations already in place at the Township and that she is confident that Staff is well-informed regarding issues within the Township. In addition, she noted that the draft Comprehensive Plan has been available to the public for input and review for over a year and a half.

Mary Shultz, a resident and business owner with the Township, asked for clarification on what triggers the construction of sidewalks on properties designated on the draft Plan map. Mr. Briggs explained that the current trigger for a sidewalk requirement is either through a tear down of an existing structure or an approved land development and or subdivision development. The Township is considering other processes moving forward as part of Comprehensive Plan recommendations, and these discussions will involve public input.

Louise Story, of 2060 Buttonwood, requested that a notation be made to the proposed map of the Draft Plan on page 70 that the Leopard Tract is a deed restricted community. Mr. Briggs responded that the Task Force made the decision it is not good practice to offer such a high level of detail in the Plan as it is a visionary guideline for the Township.

Michael Wacey, of 1049 Beaumont Road, asked if the Task Force had reached out to constituents and formed focus groups. Mrs. Fadem responded that this type of outreach served as a foundation for the draft Plan.

Mrs. Fadem made a motion to approve Resolution 2018-11 adopting the Easttown Township Comprehensive Plan Public Review Draft, dated April 2018 with the edits noted in the Errata Sheet for Easttown Township Comprehensive Plan Public Review Draft, also dated April 2018. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public and there were no further comments. The Chair called the vote. The motion passed unanimously.

LIST OF BILLS

Mr. Oram made a motion to approve the list of bills totaling \$485,590.78; a total of Warrants (\$336,926.67) and Payroll (\$148,664.11), date ending April 11, 2018. Mr. Heppe seconded the motion. The Board questioned the staff on miscellaneous aspects of the bills. Chairman Heppe opened the floor to the public and there were no comments. The Chairman called the vote. The motion passed unanimously.

LIAISON REPORTS

Board members provided the following updates:

Citizens Advisory Committee:

Betsy Fadem, James W. Oram. Jr.

Mrs. Fadem and Mr. Oram attended the meeting on April 09. Agenda items included a recap of Chief Obzud's police data discussion and the Devon Train Station project plan. Mrs. Fadem reported on one of the first activities of the latter project, which was to meet with representatives from other Train Renovation projects. She highlighted the following from her meeting with Jim Higgins, whose knowledge will assist the Committee with its overall plan to review strategy, organization, and funding used for the improvement project at the Wayne Train Station. From the meeting with Mr. Higgins, who spearheaded/chaired the community effort for Wayne Train Station project from 1991 to 2001, she ascertained the following: 1) Key steps for success include establishing the Devon Station Project as a 501 c3 and registering the Devon Train Station on the National Register of Historic Places. (The first step would be to determine via submission to PHMC in Harrisburg if Devon Station is eligible for consideration.); 2) The Wayne project raised \$220,000 through grass roots fundraising with a primary focus on overall appearance, lower level with historic canopy, and bathroom renovations. A signed agreement with Amtrak and Septa was necessary and both agencies required insurance prior to construction beginning. After the project was underway Septa/DVRPC secured a \$500,000 block grant through the Transportation Equity Act for the 21st Century (TEA 21); and 3) The second phase of the project was independent of community effort when in 2001 Septa decided to make Wayne a major stop as an ADA compliant station and at that point began a \$22.7 million project for roof replacement, masonry, and structural enhancements. Other upgrades to building and ADA mandated improvements including raised platforms, and ramps to platforms. The Citizens Advisory Committee next meets on May 14.

Comprehensive Plan Task Force:

Betsy Fadem, Marc J. Heppe

The Comprehensive Plan is before the Board tonight for consideration and potential adoption.

Fire Company Task Force:

Betsy Fadem, Marc J. Heppe

Mrs. Fadem updated the Board. The Next step is for the Berwyn Fire Company to come to the Citizens Advisory Committee meeting in May to review the Phase 2 deliverables which will include reviewing a financial model prepared by a Fire Company member and updating the per capita numbers for 2017 for Easttown and Tredyffrin.

Historical Commission:

Karl A. Romberger, Jr.

Mr. Romberger attended the meeting on April 11 and guest James Webb came to present models of the historic Fritz Lumber site. The Commission next meets May 09.

Library Board:

Christopher D. Polites

There is no update as the Board next meets on April 18.

Municipal Authority:

Karl A. Romberger, Jr.

Mr. Romberger attended the meeting on April 10 and updated the Board on the various discussions the members had. The Authority next meets on May 08.

Neighborhood Watch: Marc J. Heppe (and Chief Obzud)

Mr. Heppe attended a meeting with the Neighborhood Watch and they discussed the success if the Township's Youth Aid Panel and potential information to supply for the Township's quarterly magazine.

Park & Recreation Board: Christopher D. Polites

There is no update as the Board next meets on April 17.

Pension Committee: James W. Oram, Jr., Christopher D. Polites

No update.

Planning Commission: Betsy Fadem, Marc J. Heppe

Mrs. Fadem and Mr. Heppe attended the meeting on April 02 and deferred their discussion on applications until Mr. Briggs' Planning and Zoning Report later on the agenda. The Planning Commission next meets on May 01.

Police Department: Marc J. Heppe, James W. Oram, Jr.

Mr. Heppe and Mr. Oram met with the Chief and discussed various items including the Department's new electronic ticketing system.

Policy Committee: Betsy Fadem, James W. Oram. Jr.

Mrs. Fadem stated that the Committee met on April 09 and reviewed the final draft of a policy for the Township's Sidewalk Fund which will be ready for adoption at the Board meeting. The Committee also discussed the new policy Recognition of Township Authorized Group Members' service which will also be ready for consideration of adoption at the next Board meeting. The Policy Committee next meets on May 14.

Other Matters:

Mr. Oram noted that he attended the Colonial Regiment Reenactment at Historic Waynesborough on Sunday, April 15 and stated there were approximately 30 attendants at noon.

Chairman Heppe opened the floor to the public and there were no comments.

DEPARTMENTAL REPORTS

Ms. Wertz, Finance Director, outlined the contents of her memo, dated April 16, 2018. After discussion, Chairman Heppe opened the floor to the public there were no comments.

Mr. Briggs, Director of Planning and Zoning, outlined the contents of his memo, dated March 13, 2018. After discussion, Chairman Heppe opened the floor to the public there were no comments.

Chief Obzud outlined the contents of his memos of various dates and the 2017 Police Department Annual Report. After discussion, Chairman Heppe opened the floor to the public there were no comments.

NEW BUSINESS

Consideration of a Motion to Authorize the Staff to issue an RFP for 2018 Street Paving

Mr. Curley introduced the Board to this item. Each year, using Liquid Fuels Funds, the Township budgets for and paves streets at a cost of around \$200,000. This paving requires a Request for Proposal (RFP) and a public bid. The RFP and bid documents are close to being prepared and will be ready for issue after the Board makes its determination about how to proceed.

Mr. Curley outlined his protocol to assess the condition of the streets and evaluated the roads. Upon review of the evaluation, Staff recommends that the Township issue an RFP to pave the following streets:

Street	From	To	Length (+/-) (ft)	Budget Cost (\$)
St Andrews Dr.	RT 252	Annadale Dr.	250	\$25,000
Station Ave.	N. Waterloo Rd.	Old Lancaster	925	\$35,500
Highland Ave.	RR Track	N. Fairfield Rd.	1370	\$41,000
Highland Ave.	N. Fairfield Rd.	N. Waterloo Rd	1250	\$37,000
N. Fairfield Rd.	Highland Ave.	Old Lancaster	600	\$18,000
N. Fairfield Rd.	Old Lancaster	Conestoga Rd.	600	\$18,000
Berwyn Ave	Waterloo Ave.	Bridge Ave	665	\$26,000

In addition, Mr. Curley added that he is seeking federal funding to have eligible streets in Berwyn paved in 2019 and that he is aware of the concern by the residents of the Greens of Waynesborough regarding the road conditions in their development.

Mr. Fox added that money will become available in 2019 after a bond for the Township Building is paid off that can be considered for paving the Greens of Waynesborough area, and the cost to do so will be approximately \$500,000. He requested that the Association of that development consider if they would like to delay the section of St. Andrews Drive that is part of the 2018 program until the intended 2019 program.

Chairman Heppe opened the floor to the Board for discussion. He began by explaining to members of the Greens of Waynesborough that the Board is sensitive to their needs but must adhere to a budget that is approved at the beginning of each calendar year. Paving the Greens of Waynesborough will be part of the 2019 Budget discussion. Mrs. Fadem and Mr. Polites requested that the Township have a list of road priorities available as part of the overall 2019 Budget discussion.

Danielle Hughes, President of the Greens of Waynesborough Homeowners Association, presented a petition to the Board with 174 resident signatures to have the development paved and discussion.

Margaret D'Alesandro, of 610 Clovelly Lane, sought clarification about what makes a road a priority and where the Greens of Waynesborough development falls on that spectrum. She also expressed concern regarding the estimated cost of the project as it relates to deteriorating roads in other areas of the Township.

Mr. Wacey followed up by asking why the Greens of Waynesborough would be given priority.

Mrs. Fadem made a motion to issue a Request for Proposals for paving the above-mentioned streets including St. Andrews Drive, between Route 252 and Annadale Drive, if requested by the Greens of Waynesborough Home Owners Association, and with the expectation that the entirety of the roads in the Greens of Waynesborough be given consideration for paving in the pending 2019 budget discussion. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public and there were no further comments. The Chair called the vote. The motion passed unanimously.

Consideration of a Motion to Appoint Members to the Village of Berwyn/Easttown Library Parking Study Advisory Committee

Mr. Briggs updated the Board on this item. On February 19, 2018, the Board authorized the Township Manager to execute a contract with McMahon Associates, Township Transportation Engineer, to complete the Village of Berwyn/Easttown Library Parking Study. The 12 month Study is to be led by an Advisory Committee appointed by the Board.

At its March 05, 2018 meeting, the Board announced the creation of the Village of Berwyn/Easttown Library Parking Study Advisory Committee and invited the public to submit letters/emails of interest to serve on the Advisory Committee to the Township Manager. The deadline given was March 22, 2018. An announcement was also placed on the Township's website and emailed to those individuals who have signed up to receive emails from the Township. Due to the low number of letters of interest received, the Township Manager extended the deadline to March 29, 2018.

The Township has received emails of interest from Ed Bullen, Vincent J. Di Martini, Stacey Ballard, Avis Yuni, and Alessandra Nicolas. If appointed, then these five volunteers will serve on the Advisory

Committee with Supervisor Marc Heppe, Police Officer Brian Boyd, Library Director Alan Silverman, and Planning Commissioner Tim Brennan.

Mrs. Fadem made a motion to appoint Ed Bullen, Vincent J. Di Martini, Stacey Ballard, Avis Yuni, and Alessandra Nicolas to serve on the Village of Berwyn/Easttown Library Parking Study Advisory Committee. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chair called the vote. The motion passed unanimously.

Consideration of a motion to Approve SD 520 – 2690 Wayland Road – Final Minor Subdivision Plan

Mr. Briggs introduced the Board to this item. This Subdivision Plan Application was submitted to the Township on March 09, 2018. The Applicant proposes a minor lot line change to two properties primarily located in Newtown and Willistown Townships. The proposed lot line change does not impact the small portion of 2690 Wayland Road located within Easttown Township.

Waivers are requested from Sections 400-11, 14, 15, 16, and 17 allowing the Application to proceed without fees or escrows being paid, preliminary or final plans being submitted, or approvals granted by Easttown Township. Should the waivers be granted, then the Application will only need to be signed by the Board after the Applicant receives approvals from Newtown and Willistown Townships.

The Application was reviewed by the Planning Commission and on April 03, 2018, and it recommended that the Board consider granting all waivers requested.

Mrs. Fadem made a motion to grant waivers from Sections 400-11, 14, 15, 16, and 17 for SD 520 – 2690 Wayland Road. Mr. Romberger seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chair called the vote. The motion passed unanimously.

Consideration of a Motion to Approve Zoning Permit Application for Partial Demolition of Class 1 Historic Resource at 2240 South Valley Road

Mr. Briggs introduced the Board to this item. The Applicant proposes to demolish non-historic portions of the residence at 2240 South Valley Road. Map 6 of the 2001 Easttown Township Comprehensive Plan identifies the residence as a Class 1 Historic Resource. In accordance with Section 455-44.C.(1), “No Class 1 historic resource shall be demolished, in whole or in part...unless a permit is obtained from the Zoning Officer.” By practice, the Zoning Permit Application for demolition of a Class 1 Historic Resource is first submitted to the Historical Commission for review and recommendation, before by Code, it goes to the Planning Commission for review and recommendation before it goes to the Board for a final decision.

The Application for demolition was submitted to the Historical Commission for review and it recommended the removal of the non-historic portions of the residence in an effort to preserve the original 18th century stone residence. The Planning Commission reviewed the Application on April 03,

2018 and recommended that the Board consider approving the partial demolition of this Class 1 Historic Resource.

Mrs. Fadem made a motion to approve the demolition of the non-historic portions of the Class 1 Historic Resource at 2240 South Valley Road. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chair called the vote. The motion passed unanimously.

OLD BUSINESS

Mrs. Fadem discussed the process for compiling the *Easttown Township Board of Supervisors' Board Operating Policy Manual*.

PUBLIC FORUM

Buck Buchanan, of 683 Wetherby Lane, sought clarification regarding the sidewalk fee-in-lieu process. Mr. Fox stated that the fee is determined every year during the fee schedule review process based on current market rates.

ADJOURNMENT

The meeting adjourned at 9:06 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary