

## **EASTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES OF APRIL 17, 2017**

The April 17, 2017 Regular 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: James W. Oram, Jr.; Chairman; Marc J. Hepe, 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 and Director of Planning and Zoning; Dave Obzud, Police Chief; Karen Wertz, Finance Director; Don Curley, PE, AICP; Kate Jones, Administrative Coordinator; and Andrew D.H. Rau, Esq., Township Solicitor.

### **PLEDGE OF ALLEGIANCE**

### **MINUTES**

On a motion by Mrs. Fadem, and seconded by Mr. Hepe, the minutes of the regular business meeting of April 03, 2017 were unanimously approved, with two corrections made under New Business by Mrs. Fadem to reflect: 1) the correct and full title of the policy adopted at the April 03, 2017 meeting by adding "and Supervisor Liaisons" and 2) and addition of Mrs. Fadem's comment regarding the allocation of liquid fuel funding to future road paving initiatives.

### **ANNOUNCEMENTS**

Chairman Oram announced that the Board met in executive session prior to this meeting to discuss matters of personal and litigation.

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

- Hilltop Subcommittee in Tuesday, April 18, 5:15 pm
- Easttown Citizens Advisory Committee on Tuesday, April 18, 6:15 pm
- Parks and Recreation Board on Tuesday, April 18, 7 pm
- Library Board of Trustees on Wednesday, April 19, 7 pm at Easttown Library
- Comprehensive Plan Task Force on Monday, April 24, 6 pm
- Next Board of Supervisors meeting on Monday, May 01, 7 pm

### **LIST OF BILLS**

On a motion by Mrs. Fadem, and seconded by Mr. Polites, the Board unanimously approved the payment of \$339,278.38; a total of Warrants (\$198,269.24) and Payroll (\$141,009.14), date ending April 07, 2017.

### **SUPERVISOR LIAISON REPORTS**

The Board provided updates for the following, if available:

**Citizens Advisory Committee:** *Betsy Fadem, Christopher D. Polites*

No update. The Committee next meets on April 18.

**Comprehensive Plan Task Force:** *Betsy Fadem, Fred Pioggia*

Mrs. Fadem stated that, on its meeting on March 27, the Task Force reviewed the timeline and determined that the next session to include the public will be in September/October and that the update to the Plan will be a topic of discussion and brief presentation at a June Board of Supervisors meeting. The Task Force next meets on April 24.

**Fire Company Task Force:** *Betsy Fadem, Marc J. Heppe*

Mrs. Fadem stated that, on April 04, there is a subgroup meeting with some of the task force members to drill down in more detail the staffing of each fire company and the costs associated with the EMS and fire service. The next meeting of the full task force is on May 09.

**Historical Commission:** *James W. Oram, Jr.*

Mr. Oram stated that Historical Commission asked Eadah Enterprises to do a historical survey on the Fritz Lumber site as part of its recommendation of a zoning permit application. The Commission next meets on May 10.

**Library Board:** *Christopher D. Polites*

Mr. Polites updated the Board on a program that Easttown Library now offers that allows members to attend a variety of museums for free through a pass program. In addition, the Library now has wi-fi hotspots. The Board next meets on April 20.

**Municipal Authority:** *Fred Pioggia*

Mr. Pioggia stated that the Authority has completed all 12 of its pump station upgrades. He also discussed how Mr. Curley will look into taking over responsibility of some monthly pump station maintenance to alleviate contracting costs. The next Authority meeting is on May 09.

**Neighborhood Watch:** *Marc J. Heppe, Chief David J. Obzud*

No update.

**Park & Recreation Board:** *Fred Pioggia*

Mr. Pioggia thanked the Park and Recreation Board volunteers for putting on another successful egg hunt event at Johnson Park. The Board next meets on April 18.

**Pension Committee:** *Betsy Fadem, James W. Oram, Jr.*

Mrs. Fadem stated that the Pension Committee met on March 21. The 2016 fourth quarter report was distributed to all the Supervisors. The next quarterly meeting will take place in June.

**Planning Commission:** *Betsy Fadem, Marc J. Heppe*

Mr. Heppe stated that he and Mrs. Fadem attended the Planning Commission meeting on April 04. At that meeting, the Commission discussed a petition to amend the Devon Center Overlay Ordinance.

**Police Department:** *Marc J. Heppe, James W. Oram, Jr.*  
No update.

**Policy Committee:** *Betsy Fadem, James W. Oram, Jr.*  
No update. The next meeting is on May 15.

Mrs. Fadem added that she attended a community breakfast at Surrey Services and that she, Mr. Pioggia and Mr. Heppe attended the annual egg hunt at Johnson Park. Mr. Heppe also attended the Paoli Fire Company Easter Fundraiser.

## **DEPARTMENTAL REPORTS**

Lt. Christopher Drach and Harrison “Digger” Holt were in attendance representing Berwyn and Paoli Fire Companies respectively to provide quarterly updates to the Board. Ms. Wertz provided an update on financial matters including the recently completed Township and Municipal Authority audits. Mr. Briggs gave the Board an update on current planning and zoning applications. Chief Obzud provided an update on Police Department matters.

## **NEW BUSINESS**

### **Zoning Permit Application for Demolition of Class 1 Historic Resource: 631 Lancaster Avenue**

On January 11, 2017, the Property Owner submitted a Zoning Permit Application to demolish the existing buildings at 631 Lancaster Avenue, known as the Fritz Lumber Property. Map 6 of the 2001 Easttown Township Comprehensive Plan identifies a Class 1 Historic Resource at 631 Lancaster Avenue. Per Section 455-44.C.(1), “No Class 1 or Class 2 historic resource shall be demolished, in whole or in part, whether deliberately or by neglect, including removal or stripping of any historically or architecturally significant exterior features, 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. Then, as dictated by Code, it goes to the Planning Commission for review and recommendation before it goes to the Board of Supervisors for a final decision. The Historical Commission reviewed the zoning permit application for demolition of the Class 1 Historic Resource and issued its recommendation on March 28, 2017 with the condition that a Historic Resource Study be completed. It was then reviewed by the Planning Commission on April 04, 2017 and this body recommended that the Board consider approving the application in accordance with the Historical Commission’s recommendation.

Stacey Ballard, president of Eadah Enterprises, stated that only one demolition will take place immediately and that a chain link fence will be in place as a safety precaution. This demolition will provide the wood necessary to complete the Tredyffrin Historic Preservation Trust’s Log Cabain rehabilitation project.

Pattye Benson, President of the Tredyffrin Historic Preservation Trust and resident of Tredyffrin Township, thanked Eadah Enterprises for its assistance with completing this long-term project.

On a motion by Mrs. Fadem, seconded by Mr. Heppe, the Board unanimously approved the demolition of the Class 1 Historic Resource at 631 Lancaster Avenue.

### **Contract Extension: Chester County Vision Partnership Program Grant**

On April 20, 2015, the Board of Supervisors contracted with the Chester County Planning Commission (CCPC) for in-kind grant assistance through the Vision Partnership Program (VPP) to update the Township's 2001 Comprehensive Plan (Plan). The total project cost is \$49,712 with \$34,798 or 70% being covered by the County VPP Grant and \$14,914 or 30% being paid by the Township as its local match.

The VPP Contract is to expire on April 30, 2017; however, the planning process is not as far along as expected. To provide additional time for completing the Plan's update, CCPC has offered a 6-month extension at no additional cost to the Township. If executed, the VPP Contract will expire on October 31, 2017. If the project should require more time beyond this extension date, the Township has the option of executing a second Contract Addendum for a final 6-month extension.

On a motion by Mr. Heppe, seconded by Mrs. Fadem, the Board of Supervisors unanimously authorized the Chester County Vision Partnership Program Grant Agreement Contract Addendum #1.

### **Municipalities Planning Code Time Extension Process**

Mr. Briggs updated the Board on this item. At the Board of Supervisors meeting on April 03, 2017, a brief discussion was held about whether or not the Township should change the way it processes Subdivision, Land Development, and Conditional Use Application time extensions. The Township's current process is as follows:

1. Applicant submits a time extension in writing to Township Staff.
2. Township Staff prepares an Interoffice Memorandum for the Board's consideration to accept the time extension.
3. Board takes action to accept the time extension at a Regular Meeting.

For the benefit of saving time and increased efficiency, it was suggested that these time extensions could be processed by Staff as an administrative function. Under this scenario, the proposed process would be as follows:

1. Applicant submits a time extension in writing to Township Staff.
2. Township Staff acknowledges in a written response to the Applicant that the time extension is accepted.

At the direction of the Board on April 03, Staff was asked to contact the townships that surround Easttown Township to find out how they handle Municipalities Planning Code regulated time extensions. Staff found that Newtown, Radnor, and Willistown Townships process these time extensions as an administrative Staff function. Tredyffrin Township processes these time extensions through Board of Supervisor action.

Mrs. Fadem suggested that a third bullet point be added under the proposed process to state that "Township Staff notifies the Board of Supervisors."

On a motion by Mr. Heppe, seconded by Mrs. Fadem, the Board authorized Staff to process all future Municipalities Planning Code time extensions as an administrative function on its behalf.

### **OLD BUSINESS**

Mr. Heppe requested, in an effort to cut down on staff time and administrative costs, that large materials be sent to the Board via email rather than printed for packets.

### **PUBLIC FORUM**

None.

### **ADJOURNMENT**

The meeting adjourned 8:07 pm.

Respectfully submitted,

Kate Jones  
Assistant Township Secretary