

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES OF MAY 21, 2018

The May 21, 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: 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; Karen Wertz, CPA, Finance Director; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

MINUTES

Mr. Oram made a motion to approve the minutes from the May 07, 2018 Regular Meeting. Mr. Romberger seconded the motion. Vice-chair Fadem opened the floor to the public after she made one correction. The Vice-chair called the vote. The motion passed unanimously.

ANNOUNCEMENTS

In Chairman Heppe's absence, Vice-chair Fadem read the following announcements:

Easttown is preparing a Parking Study of the Village of Berwyn and Easttown Library and needs your input! Please visit www.easttown.org to access to an online survey to share your thoughts and experiences with parking in the Village and at the Library. Your participation is vital to the success of Study.

In observance of Memorial Day, Township Administrative Offices will be closed on Monday, May 28.

The Policy Committee and Citizens Advisory Committee will not meet on Monday, June 11.

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

- Zoning Hearing Board on Tuesday, May 22, 7 pm
- Next Board of Supervisors meeting on Monday, June 04, 7 pm

2017 AUDIT PRESENTATION

Chris Herr, from Maillie LLP, was in attendance to present the 2017 Township Audit results. After discussion, the Board thanked Finance Director Karen Wertz and the rest of the Township senior staff for its hard and responsible work with the Township finances.

Louise Story, of 2060 Buttonwood Road, sought clarification on depreciating assets.

Tom McGurk, of 505 Annadale Drive, asked about the Statements of Auditing Standards.

Mike Wacey, of 1049 Beaumont Road, sought clarification regarding the cash basis accounting method.

LIST OF BILLS

Mr. Oram made a motion to approve the list of bills totaling \$424,214.89; a total of Warrants (\$277,391.55) and Payroll (\$146,823.34), date ending May 17, 2018. Mr. Romberger seconded the motion. The Board questioned the staff on miscellaneous aspects of the bills. Vice-chair Fadem opened the floor to the public. Mr. Wacey sought clarification regarding payments to the Easttown Library. The Vice-chair called the vote. The motion passed unanimously.

LIAISON REPORTS

Board members provided the following updates:

Citizens Advisory Committee:

Betsy Fadem, James W. Oram, Jr.

Vice-chair Fadem provided an update. ECAC met on May 14. She and Committee member Tom McGurk reviewed the Comprehensive Plan with the Committee. It was well received and started a good conversation. The Committee suggested placing a copy of Comprehensive Plan in the Library. The Committee will hold its next regular meeting on July 09, 2018.

Fire Company Task Force:

Betsy Fadem, Marc J. Heppe

Vice-chair Fadem provided an update. As a follow up from the ECAC study last year, she and Committee member Tom McGurk met with Berwyn Fire Company to review its Financial Plan. The Plan was very complete and will serve to help guide the Phase II deliverables for ECAC's role in the funding study. As a result of the meeting, revisions to Fire Company's model will be made to then determine the Phase II deliverables for the ECAC project. Discussion will continue at the July ECAC meeting.

On May 21, Mrs. Fadem attended a brief dedication ceremony of the Berwyn Fire Company substation that is located off of Cassatt Road in Berwyn near Route 252 intersection. The substation was installed in conjunction with the Bridge Street bridge closure so that the response times of the EMS and Fire would not be compromised due to the bridge construction.

Historical Commission:

Karl A. Romberger, Jr.

No update. The Commission next meets on June 13.

Library Board:

Christopher D. Polites

Mr. Polites updated the Board. The Library will hold a blood drive on Tuesday, May 29 and a free concert on Sunday, June 03. The Library Board next meets on June 20.

Municipal Authority:

Karl A. Romberger, Jr.

No update. The Authority next meets on June 12.

Neighborhood Watch:

Marc J. Heppe (and Chief Obzud)

No update.

Park & Recreation Board:

Christopher D. Polites

No update. The Board next meets on June 19.

Pension Committee:

James W. Oram, Jr., Christopher D. Polites

No update.

Planning Commission:

Betsy Fadem, Marc J. Heppe

Vice-chair Fadem deferred to Mr. Brigg's Planning and Zoning Departmental report.

Police Department:

Marc J. Heppe, James W. Oram, Jr.

No update.

Policy Committee:

Betsy Fadem, James W. Oram, Jr.

Vice-chair Fadem provided an update. The Policy Committee met on May 14 and reviewed the final draft of the Recognition of Retiring/Resigning Township Authorized Group Members. The Policy is on tonight's agenda for consideration. The Committee next meets on July 09.

Vice-chair Fadem opened the floor to the public and there were no comments.

DEPARTMENTAL REPORTS

Ms. Wertz, Finance Director, outlined the contents of her memo, dated May 21, 2018. After discussion, Vice-chair Fadem opened the floor to the public there were no comments.

Mr. Briggs, Director of Planning and Zoning, outlined the contents of his memo, dated May 17, 2018. After discussion, Vice-chair Fadem opened the floor to the public there were no comments.

NEW BUSINESS

Consideration of a Motion to Adopt Policy 112: Recognition of Retiring/Resigning Volunteers from Township Authorities, Boards, Commissions, and Committees

Vice-chair Fadem introduced the Board to this item. The Policy Committee has developed Policy 112: Recognition of Retiring/Resigning Volunteers from Township Authorities, Boards, Commissions, and Committees. Staff and the Township Solicitor have satisfactorily reviewed the draft.

Mr. Oram made a motion to approve Policy 112: Recognition of Retiring/Resigning Volunteers from Township Authorities, Boards, Commissions, and Committees. Mr. Romberger seconded the motion. Vice-chair Fadem opened the floor to the public and there were no comments. The motion passed unanimously.

Consideration of a Motion to Approve an 18-Month Maintenance Agreement for 26 Main Avenue

Mr. Briggs updated the Board on this item. On October 07, 2015, the Board of Supervisors conditionally approved the Preliminary/Final Land Development Plan allowing for the construction of a Two-family Dwelling. The Developer has installed the required public improvements at a cost of \$12,865.00, which were found to be acceptable by the Township Engineer. In accordance with Section 400-27.C of the Township Code, these completed improvements must now be financially secured at 15% (\$1,929.75) of the actual construction costs.

By posting this financial security, the Developer guarantees that the structural integrity and functioning of the improvements are in accordance with the approved Final Land Development Plan. Approximately three months prior to the end of the 18-month Maintenance Agreement, the Township Engineer will inspect the improvements and identify any needed repairs. The Developer is then required to make the necessary repairs for the Township to release the financial security. Should the Developer not comply, then the Township will use the financial security to make the repairs. The dedication of the sanitary sewers remains outstanding and is expected to be approved by the Easttown Township Municipal Authority on June 12, 2018.

Mr. Oram made a motion to approve the 18-month Maintenance Agreement for 26 Main Avenue conditioned upon receipt of the Deed of Dedication and Transfer of Sanitary Sewer Facilities executed by both the Easttown Township Municipal Authority and the Developer. Mr. Polites seconded the motion. Vice-chair Fadem opened the floor to the public and there were no comments. The motion passed unanimously.

Consideration of a Motion to Adopt Resolution 2018-13 for 749 First Avenue Sewage Facilities Planning Module

Mr. Briggs updated the Board on this item. On February 19, 2018, the Board of Supervisors conditionally approved this Minor Final Subdivision Plan to allow for the demolition of the existing Single-family

Detached Dwelling and construct two new Single-family Detached Dwellings with a shared driveway. A condition of approval was that a Sewage Facilities Planning Module (Planning Module) be provided to the Pennsylvania Department of Environmental Protection (PADEP) for its approval.

The Applicant is in the process of preparing the Planning Module for submission to PADEP. What remains to be completed before the Planning Module can be submitted to PADEP is the Board's adoption of Resolution 2018-13 for Plan Revision for New Land Development. The Township Engineer has reviewed the Planning Module and recommends that the Board adopts Resolution 2018-13 and authorize the Township Manager to complete and sign Resolution 2018-13, as well as the Transmittal Letter for Sewage Facilities Planning Module and Checklist.

Mr. Oram made a motion to adopt Resolution 2018-13 for Plan Revision for New Land Development and authorize the Township Manager to complete and sign the Resolution, Transmittal Letter, and Checklist. Mr. Polites seconded the motion. Vice-chair Fadem opened the floor to the public and there were no comments. The Vice-chair called the vote. The motion passed unanimously.

OLD BUSINESS

None.

PUBLIC FORUM

Dave Luden sought clarification regarding the Berwyn Fire Company's temporary substation.

ADJOURNMENT

The meeting adjourned at 8:11 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary