

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES OF JUNE 04, 2018

The June 04, 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; Scott Albee, Police Lieutenant; Don Curley, PE, AICP, Public Works Director; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

MINUTES

Mrs. Fadem made a motion to approve the minutes from the May 21, 2018 Regular Meeting. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public. There were no comments. The Chair called the vote. The motion passed unanimously.

ANNOUNCEMENTS

Chairman Heppe read the following announcements:

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:

- Planning Commission on Tuesday, June 05, 7 pm (6:30 pm Workshop)
- Municipal Authority on Tuesday, June 12, 7 pm
- Historical Commission on Wednesday, June 13, 7 pm at Easttown Library
- Next Board of Supervisors meeting on Monday, June 18, 7 pm

LIST OF BILLS

Mr. Oram made a motion to approve the list of bills totaling \$536,505.70; a total of Warrants (\$347,336.71) and Payroll (\$189,168.99), date ending May 30, 2018. Mrs. Fadem 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.

DEPARTMENTAL REPORTS

Mr. Fox, Township Manager, outlined the contents of the administrative memo, dated June 01, 2018. After discussion, Chairman Heppe opened the floor to the public there were no comments.

Mr. Curley, Public Works Director, outlined the contents of his memo, dated May 30, 2018. After discussion, Chairman Heppe opened the floor to the public there were no comments.

Lieutenant Albee was in attendance to answer any questions the Board may have for the Police Department. The Board thanked the Department for its contribution to making the annual Devon Horse Show a success. Chairman Heppe opened the floor to the public there were no comments.

NEW BUSINESS

Consideration of a Motion to Amend Policy #111: Appointments to Authorities, Boards, Commissions, Committees, and Task Forces

Mrs. Fadem updated the Board on this item. *Policy 111: Appointments to Authorities, Boards, Commissions, Committees, and Task Forces* was first approved on May 15, 2017. An amended version, which has been reviewed by the Policy Committee, Staff, and the Township Solicitor is before the Board for consideration of approval. The amendments, which serve to tighten up the language, stem from a review of the process after recently filling a vacancy on the Planning Commission.

Mrs. Fadem made a motion to Amend Policy #111: Appointments to Authorities, Boards, Commissions, Committees, and Task Forces. Mr. Oram seconded the motion. Chairman Heppe opened the floor to the public. Louise Story, of 2060 Buttonwood Road, sought clarification regarding the process in which the Board chooses volunteers to serve as it relates to the Sunshine Act. Margaret D'Alesandro, of 610 Clovelly Lane, stated that she believed the policy of renewing terms for incumbents without providing for an opportunity to solicit other interested residents is exclusionary. After discussion, the Policy Committee members said they would review this further during their next scheduled public meeting. The Chair called the vote. The motion passed unanimously.

Consideration of a Motion to Authorize Staff to Proceed with Paving Streets

Mr. Curley updated the Board on this item. In May, the Board authorized Staff to issue a Request for Proposals (RFP) for paving. The RFP was issued and the bids were opened. The three lowest qualified bidders were: Charlestown Paving & Excavating, Inc. (\$162,858), Innovative Construction Services (\$164,430), and Glasgow, Inc. (\$164,550). Staff reviewed the submission of the lowest apparent bidder. No issues were noted with the bid. The following roads are to be paved: Saint Andrews Drive from RT 252 thru the intersection at Annadale Drive; Station Avenue from North Waterloo Road to Old Lancaster Road; Highland Avenue from Railroad Tracks to North Waterloo Road; North Fairfield Road from Highland Avenue to Old Lancaster Road and North Fairfield Road from Old Lancaster Road to Conestoga Road; and Berwyn Avenue from Waterloo Avenue to Bridge Avenue.

Mrs. Fadem made a motion to authorize the Staff to execute the agreement with Charlestown Paving & Excavating Inc. (Charlestown) to pave the streets identified in Charlestown's proposal for a fee of \$162,858. The authorization is conditional upon Charlestown's submission of a suitable performance bond and PennDOT's approval of the project for use of Liquid Fuels Funds. Mr. Romberger seconded the motion. Chairman Heppe opened the floor to the public and there were no comments. The Chairman called the vote. The motion passed unanimously.

Discussion of Clearing of Trees at Johnson Park

Mr. Polites introduced the Board to this item. The Park and Recreation Board asked him, as its liaison, to look into the possibility of clearing the trees in unused areas of Johnson Park to extend the playing field and picnic areas. The areas include along the black cyclone fence to the grass field area and along the split rail fence behind Devereux to the grass field. After discussion, Chairman Heppe opened the floor to the public and there were no comments. The Board decided to continue the discussion at an upcoming public meeting once it has cost estimates.

Discussion of Upcoming Meeting Schedule

Chairman Heppe updated the Board on this item. In the past, the Board has opted to meet the third week only for the months of July and August. This year, the Board will add September to the one meeting a month schedule given the Labor Day holiday. Following this, the 2018 summer meeting schedule would be as follows: Monday, July 16, Monday, August 20, and Monday, September 17. After the Board reached consensus, Chairman Heppe opened the floor to the public and there were no comments.

OLD BUSINESS

Mr. Briggs provided information to the Board regarding a proposed resolution supporting a regional bicycle circuit that a resident has provided for consideration. After discussion, Chairman Heppe opened the floor to the public and Mr. Wacey, of 1049 Beaumont Road, sought further clarification on the proposal. The Board asked the Solicitor to review the draft resolution to consider at a future public meeting.

PUBLIC FORUM

Joan Bergquist, of 217 Devon Boulevard, thanked the Police Department for its hard work during the Devon Horseshow.

Mr. Wacey asked the Board to explain how it notifies the Public if a meeting is cancelled. The Township posts on its website, social media, and physically on the front door of the Building.

The Township's elected constable, Harrison Chaess, was in attendance to introduce himself to the Board and let them know that he is available to assist with Township functions.

ADJOURNMENT

The meeting adjourned at 8:11 pm.

Respectfully submitted,

Kate Jones
Assistant Township Secretary