

Easttown Township

BOARD OF SUPERVISORS

Regular Meeting Minutes

August 16, 2021

The Regular Meeting took place in the Township Meeting Room and also via an Authorized Telecommunication Device (GoToWebinar). Supervisors present included Marc Heppe, (Chair) Betsy Fadem (Vice Chair), Michael Wacey, Beth D'Antonio (attending virtually) and Jim Oram. Also present were Eugene Briggs (Township Manager), Lieutenant James Seshar, Don Curley (Assistant Township Manager and Director of Public Works), Bill DeFeo (Finance Director), Andy Rau (Township Solicitor), and Sharon Norris, (Administrative Assistant to the Township Manager).

Call to Order – Chair Marc Heppe called the meeting to order at 7:00 PM. Mr. Heppe announced that this meeting is being recorded and reviewed general meeting protocols.

Pledge of Allegiance – Mr. Heppe led the Pledge of Allegiance.

1. Board Motions, Presentations and Resolutions

- A. Consideration of Award of Liquid Fuels Fund Paving Contract** – Mr. Curley summarized the 2021 Liquid Fuels Paving Contract bidding process. Mr. Heppe called for a motion. Mr. Oram made a motion to award the 2021 Liquid Fuels Paving Contract to Inncon the lowest responsive bidder. Vice Chair Fadem seconded the motion. The Board discussed the project. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote. The motion carried 5-0.
- B. Consideration of Village of Berwyn/Easttown Library Parking Study Recommendations Implementation Schedule** – Mr. Briggs developed an implementation schedule (based on the Planning Commission's recommendations) for the Board's review. The Board discussed the many issues considered by this Study including parking, traffic flow, the Fire Company's road access, focusing on a pedestrian environment, complete streets, the road diet, as well as the implementation schedule. Mr. Heppe called for public comment. Michael DeFlavia, 125 Bartholomew Road, commented on the road diet. Cheryl Harper, 214 Pheasant Run Drive, commented on municipal parking.
- C. First Read of Policy "Board of Supervisors Nomination of Chair and Vice Chair"** – Mrs. Fadem made a motion to adopt the first read of this Policy. Mr. Wacey seconded the motion. Mrs. Fadem and Mr. Wacey summarized the Policy and answered questions from the Board. Mrs. Fadem revised the motion to include changes to numbers 5, 7 and 8 in the "Procedures" section. These changes will be reflected in the revised policy. The Board discussed the benefits of this policy and also the needed edits. Mr. Heppe called for public comment. Michael DeFlavia commented on the Policy. Mr. Heppe called for the vote. The motion to

approve the first read of this Policy with revisions carried 5-0. The Policy Committee will consider all input and bring this Policy back to the BOS for the second reading.

2. Departmental Reports

- A. **Finance Report** – Mr. DeFeo summarized his report and answered questions from the Board. Mr. Heppe called for public comment. There was no public comment.
- B. **Planning and Zoning** – Mr. Curley summarized his report and answered questions from the Board. Mr. Curley introduced Matt Lubitz, the Township's new Zoning Official, who was in attendance. Mr. Heppe called for public comment. There was no public comment.
- C. **Police** – Lt. Seshar summarized his report and answered questions from the Board. Mr. Heppe called for public comment. Mr. DeFlavia commented on credit reports.

3. Regular Township Business

- A. **Consideration of the August 02, 2021 Regular Meeting Minutes** – Mr. Heppe called for a motion. Mrs. Fadem made a motion to approve the minutes. The motion was seconded by Mr. Wacey. Mrs. Fadem revised the minutes to include under Item 6B, that she mentioned if anyone wanted someone to be recognized from our Township at the Ringing of the Bells Ceremony, to let her know by September 1. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote to approve the revised minutes. The motion carried 5-0.
- B. **Authorize the Payment of Bills: \$1,704,106.54, a total of Warrants (\$1,507,695.28), and Payroll (\$196,411.26) date ending August 16, 2021.** Mr. Heppe called for a motion and Mr. Oram made a motion to pay the bills. The motion was seconded by Mr. Wacey. The Board of Supervisors reviewed the bills with Mr. DeFeo and staff. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote to approve the payment of the bills. The motion passed 5-0.

4. Board of Supervisors Liaison Reports

- A. **Finance Work Group** – Mr. Wacey summarized the most recent meeting where the Group worked on reporting and began the 2022 budget discussion.
- B. **Municipal Authority (EMA)** – Mr. Wacey summarized the recent EMA meeting where the EMA discussed breaks, the flow report and new sewer hookups.
- C. **Historical Commission (HC)** – Mr. Oram reported on the HC's August 11 meeting where they discussed changes to the relevant Zoning Ordinance amendments, their October presentation to the Planning Commission, liaison reports and the 2022 budget.
- D. **Fire and EMS** – Mrs. Fadem reported that the group met on July 21 and will meet next on August 18. She noted that the Task Force update will be discussed during "Other Business" later on in tonight's meeting.

- E. Policy Committee** – Mrs. Fadem noted that the Policy Committee did not meet in July and their next meeting is scheduled for August 23 when they will discuss two policies: Park Facility Use and Public Comment Guidelines.
- F. Library Board** – Mr. Heppe summarized their June 23 meeting as follows: (there was no meeting in July and the next meeting is August 25); June was the first Library hybrid meeting. As of July 5, Passport service was reinstated and Alan Silverman, the Library Director, will be retiring in April 2022.
- G. Neighborhood Watch** – Mr. Heppe met with the Neighborhood Watch group on June 14. They discussed having a PayPal option for Police donations, catalytic converter theft, Halloween and the “Ring” neighborhood function. Their next meeting is October 13.
- H. Environmental Advisory Council (EAC)** – Mrs. D’Antonio summarized the July meeting, where the EAC discussed the effectiveness of their recent workshop, upcoming workshops, working with the PRB and investigating open spaces and green spaces for the Township.
- I. Planning Commission (PC)** – Mrs. Fadem reported on the July meeting where the PC reviewed SD 533 and considered two Zoning Hearing Board (ZHB) applications. Mrs. D’Antonio reported on the August meeting where the PC considered three ZHB Board applications including Waynesborough and the noise issue, Omnibus Code Amendments, 2022 initiatives and PC members were asked to come back with ideas for what they want in the 2022 budget.

5. Other Business

- A. Discuss Berwyn Fire Company Infrastructure Project Schedule** – Mrs. Fadem summarized the project and explained that the Joint Tredyffrin and Easttown Fire and EMS Task Force was seeking a consensus from the Board to address the Berwyn Fire Company Bridge Avenue Station renovations first. When that project is complete, the substation in Tredyffrin will be the next priority. Michael Baskin, Berwyn EMS Captain and Tom Torresson, President of the Berwyn Fire Company, were in attendance to participate in this discussion. The Board discussed the project and concurred. Mr. Heppe called for public comment. Jay Jennings, 212 Dorset Road, commented on increases to the population and fire services.
- B. Discuss American Rescue Plan Act Allocation** – This is the first of several discussions to identify which projects the Township should allocate funds from the Federal Government as part of the American Rescue Plan Act. The total expected amount of the allocation is \$1,113,052 and comes in 2 installments – half was received in June of 2021 and the other half is expected in June of 2022. The Board discussed a variety of projects and Mr. Rau and Mr. Briggs answered questions. Mr. Heppe called for public comment. Mark Ward, 208 Dorset Road, commented on reimbursement.
- C. Revisit the Devon Center District (DCD) Zoning Amendment Project Post Mortem** – Mrs. D’Antonio suggested that she and Mr. Curley work together to understand the DCD project challenges and try to develop rules of engagement for future projects. The Board discussed this post mortem exercise.
- D. Revisit the Devon Center District Zoning Amendment Ordinance for County Reimbursement** – Mrs. D’Antonio asked the Board to consider drafting an ordinance that would include some of the consensus items that came out of the

DCD process. Mr. Heppe suggested any work in this area be considered a new project for 2021 or later. Mr. Heppe called for public comment. Mark Ward commented on his recordings and fees paid to the consultant. Joe Kohn, 240 Sugartown Road, commented on the post mortem process, consensus items, consultant fees and reimbursement from the County. Michael DeFlavia commented on the review process. Joan Bergquist, 217 Devon Blvd. commented on the project. Jay Jennings commented on the project. Cheryl Harper commented on the post mortem and the Historical Commission. Bruce Norcini, 202 Bella Vista Road, commented on the Devon Horse Show overlay.

6. Announcements

Mr. Heppe read the following announcements:

The following meetings are scheduled and will be held in person in the Township meeting room with the option to attend virtually:

- Parks and Recreation Board, August 17th at 7:00 PM
- Policy Committee Meeting, August 23rd at 6:30 PM
- Zoning Hearing Board Public Hearing, August 24th at 7:00 PM
- Library Board, August 25th at 7:00 PM
- Environmental Advisory Council, August 26th at 7:00 PM
- Board of Supervisors, September 7th at 7:00 PM

The Township Building will be closed on Monday, September 6th in observance of Labor Day.

On Saturday, August 21st, the EAC is sponsoring a “Rain Gardens Workshop” at the Trinity Presbyterian Church. The program is presented by Pam Koch, the Earth Care Team Leader of Trinity Presbyterian Church, and will be held outdoors at 9:00 AM and again at 10:00 AM. RSVP via email to: easttown@easttown.org.

Please visit the Township website at www.easttown.org to find information on how to view and participate in each of the meetings.

7. Public Comment

Mr. Heppe called for public comment. Michael DeFlavia commented on an equestrian overlay ordinance. Mark Ward commented on the horse show zoning and staff.

8. Adjournment

The meeting adjourned by unanimous consent at 10:20 PM.

Respectfully submitted,

/s/ Sharon Norris

Sharon Norris
Administrative Assistant to the Township Manager

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