

ECAC Meeting April 11, 2022

Present ECAC Attendees: Tom McGurk, Sarah Henry, Pete Motel, Kristan Burgess, Hal Ward, Bob Winters

Absent ECAC Member: Alessandra Nicolas

Present Township Staff: David Fiorenza

Present Board of Supervisors Liaisons: Erik Unger, Michael Wacey

Presenting: Ariel Ricciutti, Heckendorn, Shiles Architects

Called Meeting To Order- Tom McGurk

Consideration of March 14, 2022 Minutes – Minutes approved

Township Space Project – Phase C Update:

Progress Update: Ariel Ricciutti of Heckendorn Shiles updated new elements to Phase C which incorporated perspectives from both township and police leadership. It was noted that the project was benchmarked to limited anticipated township growth at 5% derived from the 2018 Comprehensive Plan, and was intended to plan for a 20 year timeframe, with a view toward incorporating efficiency. Also based on feedback that newer board members would like to take a longer-term reassessment, a greater margin was added and also, added a secondary process of reevaluation of staff. Current space is unsuitable for needs, overflowing and losing space due to headcount. Phase C Would take space from roughly 10,500 to 16,000 and could encompass either a complete tear-down or modification. Meeting room sizes would be accommodated even if growth was 5-10% higher.

Two options were presented Phase C site plan Sketch 1 which would adapt the existing building and Sketch 2 which would start from new. Potentially the police could stay in the existing facility, operate fully in the building, while the phasing was progressing. Phase C will likely have advantages that could offset higher costs in phasing in, such as less disruption and clarity about the location. Design work would reduce costs in reduction of phases, but cost would be about 20% more. Also discussed was a modification of Phase B-2: this 2<sup>nd</sup> option would add about 2500 sq ft more impervious surface and would require additional reception staff needed to field administration guests to the 2<sup>nd</sup> floor. A Greenfield solution would be a higher cost proposal on Lancaster Ave (site unknown), more centrally located, and contend with limited property availability and neighbors not familiar with having police adjacent.

The Hilltop House adjacent review found that current space holds about 75 guests in the large room, mainly weddings, however the ability to accommodate 150 people would enlarge opportunities for renting the space. No major maintenance items were noted, however the building should be assessed in terms of efficiency and HVAC could be optimized, as well as lighting, and upgrades to the kitchen which is currently set up as a residential kitchen.

Overall the intent would keep the historic character and architectural vernacular which is part of the site's history. Easttown improvements will also be environmentally sensitive, will continue to use geothermal.

Next steps will include meetings with Gene Briggs and Chief Obzud, a report at the next ECAC meeting and a possible final meeting incorporating interview changes prior to sending the final recommendation to the board.

Fees Project Update: Hal Ward and Pete Motel identified top fees paid by Easttown general fund from David Fiorenza.  
Total Revenues: \$6.9 million in 2021

6 Top Fees: \$708,000 or just over 10% of general fund

The #1 item was Building Permits, representing more than 90% of fees collected in 2021, where the fees represent flat fees + percentage of project.

Evaluating Building Permit Fees would capture the majority of the top fees.

Going forward, determine whether similar townships are using the same methodology. It should capture appropriateness of cost to the township.

Next steps are to identify top 5 by category volume and dollar volume by subclassifications.

Quarterly Report- ECAC will provide quarterly reporting to support the liaison in communicating with the board to record projects initiated, completed, and detail on progress as a higher-level executive review. ECAC's first quarter report was issued to Gene Briggs and David Fiorenza.

Public Comment: None

Next regularly scheduled meeting is May 9, 2022

Adjournment