

**BOARD OF SUPERVISORS****Regular Meeting Minutes****October 18, 2021**

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

1. 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. Mr. Heppe announced that item 3G, First Reading of Board of Supervisors Policy, “Township Park Facility Use,” has been pulled from this meeting’s agenda to allow the Parks and Recreation Board to weigh in.

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

3. Board Motions, Presentations and Resolutions

A. Public Hearing – Conditional Use (CU) 109 – 300 Lancaster Avenue – Solicitor Rau opened the public hearing and reviewed Exhibits B1 through B12. He introduced John Bravacos, Esquire, attorney for the applicant and tenants, who, after being sworn in, summarized this project, which intends to open Le Mignon, a French-Asian fusion bakery restaurant with a play area for kids ages 0-5 in the store most recently inhabited by a fitness center. Mr. Bravacos called Scott Furman, property owner, for testimony. Mr. Furman was sworn in. The Board asked questions of Mr. Furman with Mr. Rau asking further questions about parking agreements with Nissan for 50 parking spots and an arrangement with Recovery Centers of America for 20 parking spots. Mr. Rau noted that the BOS has 45 days to render their decision. Lisa Huang was called to testify and sworn in. She and her partner, Noelle Ming, are the owners of LeMignon. The Board asked questions of the additional applicants. Mr. Heppe called for public comment. Mike DiAndrea, 134 Bartholomew Road, commented on parking. Cheryl Harper, 214 Pheasant Run Road, commented on COVID safety protocols. Mr. Rau closed the public hearing. The Board of Supervisors will issue a decision at their Monday, November 01, 2021 meeting.

B. Presentation of Draft Library 2022 Budget – Albert Graham, President of the Library Board of Trustees, presented the Library’s 2022 Proposed Budget with assistance from Library Director, Alan Silverman. The Board asked questions of Mr. Graham and thanked him for his report. Mr. Heppe called for public comment. Joan Bergquist, 217 Devon Boulevard, commented on the Library.

- C. Presentation of the Draft Township 2022 Budget** – Mr. Briggs introduced the Draft Preliminary Budget for initial discussion noting the staff is seeking direction from the Board. Mr. DeFeo presented the details of the Draft Preliminary Budget, noting that the Draft Preliminary Budget will be on the November 01, 2021 Board of Supervisors agenda. The Board discussed the budget and asked questions of the staff. Mr. Heppe called for public comment. There was no public comment.
- D. Consideration of After-Action Report for Devon Center Project** – Mrs. D’Antonio summarized the document that she and Mr. Oram prepared. The Board asked questions and discussed several revisions that will be made to the document. The BOS indicated agreement to the document with the proposed revisions of including the last sentence of the introduction and all the Findings. The Board will consider the revised document at their November 01, 2021 BOS meeting. Once approved, the document will be accepted as part of the minutes. Mr. Heppe called for public comment. Michael DeFlavia, 125 Bartholomew Road, commented about the Devon Center Project and lessons learned. Cheryl Harper commented on the Historical Commission’s participation on the Devon Center project. Joan Bergquist commented on the DCD report, grants and the process.
- E. Consideration of Resolution 2021-23 to Set the 2022 Board of Supervisors Meeting Schedule** – Mr. Heppe called for a motion. Mr. Oram made a motion to adopt Resolution 2021-23 setting the 2022 Board of Supervisors meeting schedule for the 1st and 3rd Monday of each month. If the regularly scheduled meeting falls on a federal holiday, that meeting will take place on the following day. The motion was seconded by Vice Chair Fadem. The BOS briefly discussed this resolution which is adopted annually. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote. The motion carried 5-0.
- F. Consideration of Resolution 2021-24 to set the 2022 Township Holiday Schedule** – Mr. Heppe called for a motion. Mrs. Fadem made a motion to adopt Resolution 2021-24 which spells out the nine federal holidays when the Township offices are closed. Mr. Oram seconded the motion. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote. The motion carried 5-0.

4. 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. Heppe called for public comment. There was no public comment.
- C. Police** – Sergeant Roy Larue, filling in for Chief Obzud, was available to answer questions. Mr. Heppe called for public comment. There was no public comment.

5. Regular Township Business

- A. Consideration of the October 04, 2021 Regular Meeting Minutes** – Mr. Heppe called for a motion. Mrs. Fadem made a motion to approve the minutes. Mr. Oram seconded the motion. Mr. Heppe called for public comment. There was no public comment. Mr. Heppe called for the vote. The motion carried 5-0.

- B. Authorize the Payment of Bills: \$1,491,977.47, a total of Warrants (\$1,323,671.88) and Payroll in the amount of \$168,305.59 date ending October 18, 2021** – Mr. Heppe called for a motion. Mr. Oram made a motion to pay the bills. The motion was seconded by Mrs. Fadem. 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.

6. Board of Supervisors Liaison Reports

- A. Policy Committee** – Mrs. Fadem reported that the Policy Committee met on September 27th and discussed the following draft policies: Park Facility Use and Public Comment Guidelines. At their October 25th meeting, if the Policy Committee has received comments back from the Parks and Recreation Board, they will discuss the draft Park Facility Use Policy. Additionally, at their next meeting, they will continue to address the Supervisor Liaison and Work Group Responsibility Policies.
- B. Finance Work Group** – Mr. Wacey reported that the Group discussed the 2022 Township budget and the Fire Companies' needs for 2022.
- C. Library Board** – Mr. Heppe reported that the Market Fair was a success. He noted the Library's Strategic Plan Vision Statement is for the Library, "to be a center for lifelong learning and culture in the community." The Library is considering shortening their name to, "The Easttown Library." Mr. Rau noted this would happen via resolution of the Library Board and the BOS. The next Library Board meeting is October 27th.
- D. Police Department** – Mr. Oram reported that they would be meeting on Wednesday.
- E. Planning Commission (PC)** – Mrs. D'Antonio reported that the PC has met twice since the last BOS meeting. They discussed SD 538, fee in lieu and lot line adjustments, 4 ZHB applications, Conditional Use 109, the draft zoning amendments and the HC's presentation regarding their proposed zoning amendments. The Special meeting was devoted to the draft zoning amendments. Mrs. D'Antonio suggested that at future draft zoning amendment meetings, indication is given where the zoning change originated.
- F. Pension Group** – Mr. Oram reported that the Pension Group did not meet as their meetings are held quarterly.
- G. Fire/Emergency Medical Services Task Force** – Mrs. Fadem summarized that the EMS group has not met since the last meeting. The Infrastructure Group though continues to meet to talk about the Berwyn Fire Company Bridge Avenue project. The next step in the project is to apply for the RACP (Redevelopment Assistance Capital Program) grant which they will submit in the next two weeks. Mr. Heppe reported that the 3rd Annual Main Line Fire expo was a success.
- H. Easttown Citizens Advisory Committee (ECAC)** – Mrs. Fadem reported that ECAC did not meet in October and their next meeting will be held on November 08, 2021.
- I. Environmental Advisory Council (EAC)** – Mr. Wacey reported that the EAC (at their last meeting) discussed the Open Space Plan, heard a report from students from the T/E school district and discussed the spring cleanup of Darby Creek.

- J. Historical Commission (HC)** – Mr. Oram reported that the HC met on October 13th. Kayla Anthony, Executive Director of Landmarks, attended to discuss Historic Waynesborough. The HC also discussed the renovation plans for a private home on Beaumont, the Handels’ relocation, feedback from their presentation to the PC and articles for INCommunity.
- K. Easttown Municipal Authority (EMA)** – Mrs. D’Antonio summarized that the EMA met on October 14th and discussed financial modeling.
- L. Parks and Recreation Board (PRB)** – Mr. Wacey reported that the PRB met on September 21st. Some of their discussion topics included pickleball courts, a zipline-like play structure for kids and summer concerts.
- M. Other** – Mr. Wacey reported on the PSATS convention he recently attended. Most notable is that PSATS is encouraging municipalities to participate in celebrating the nation’s 250th birthday in 2026.

7. Other Business

- A. Townhome Use in the Village Business Zoning District** – Mr. Wacey presented this agenda topic which the Board discussed. Mr. Heppe called for public comment. Cheryl Harper commented on townhomes on Central Avenue. Michael DeFlavia commented on townhomes. The Supervisors agreed to have the Planning Commission examine the possibility of including townhomes in the Village Business Zoning District.
- B. Consent Agenda Framework for Regular Township Business** – Mr. Wacey introduced the topic of a consent agenda for Regular Township Business as a way to speed up the meeting. A consent agenda is a commonly used meeting practice endorsed by Robert’s Rules of Order. The Policy Committee will draft a policy outlining the process and agenda placement of a consent agenda. Mr. Heppe called for public comment. There was no public comment.

8. Announcements

Mr. Heppe read the following announcements:

The following meetings are scheduled and will be held in the Township meeting room with an option to attend the meeting virtually. Please visit the Township website at www.easttown.org to find information on how to view and participate in each of the meetings and for up to date information on all Township activities.

- Parks and Recreation Board, October 19th at 7:00 PM
- Policy Committee, October 25th at 6:30 PM
- Zoning Hearing Board, October 26th at 7:00 PM
- Library Board, October 27th at 7:00 PM
- Environmental Advisory Council, October 28th at 7:00 PM
- Board of Supervisors, November 1st at 7:00 PM
- Please note the EAC’s October 21st Workshop “Introduction to the Darby Creek Headwaters Community Monitoring Program” has been postponed to a date to be determined.

Additionally, the Township is currently seeking to fill volunteer positions on the following Boards, Councils, Commissions and Committees in January of 2022:

- 1 position on the Board of Supervisors Vacancy Board
- 6 positions on the Easttown Citizen's Advisory Committee
- 2 positions on the Easttown Library Board of Trustees
- 1 position on the Environmental Advisory Council
- 1 position on the Emergency Management Organization
- 2 positions on the Historical Commission
- 1 position on the Parks and Recreation Board
- 1 position on the Planning Commission
- 1 primary and 2 alternate positions on the Zoning Hearing Board

Mr. Heppe noted that interested residents should email a resume and letter of interest to Eugene Briggs, Township Manager, by Tuesday, October 19th.

Upcoming Events:

The Philadelphia Society for the Preservation of Landmarks is hosting, "Haunted Tales" at Historic Waynesborough on Sunday, October 24th from 4:00 PM to 7:00 PM. There will be ghost stories about Anthony Wayne and the house, themed crafts and light snacks.

9. Public Comment

Mr. Heppe called for public comment. There was no public comment.

10. Adjournment

The meeting adjourned by unanimous consent at 10:23 P.M.

Respectfully submitted,

/s/ Sharon Norris

Sharon Norris
Administrative Assistant to the Township Manager