

**West Vincent Township
Board of Supervisors Meeting**

February 22, 2010

7:30 PM

Attendance: Chairman Kenneth Miller, Vice Chairperson Clare Quinn, Zoë Perkins, Allan Greenwood of Siana, Bellwoar & McAndrew, LLP, Township Solicitor, Township Manager Jim Wendelgass, and Township Secretary Tammy Swavely.

Chairman Kenneth Miller called the meeting to order at 7:35 PM.

Reports:

Township Building: No Report.

Township Manager Report: The Township Manager Report for the two weeks ending 2/20/10 was acknowledged as submitted. Mr. Wendelgass added that the State declared a Disaster Emergency for both of the snow storms we had on February 5-6 and February 9-11. Chester County had the highest totals in the area with 52.4 inches combined in both storms.

Road Master Report: The Road Master Report for the last 6 weeks ending February 7, 2010 was presented by Road Master Kenneth Miller and was acknowledged as received. Miller added that the last two storms the Township spent approximately \$34,800 on snow removal including the hired contractors and the overtime necessary for the Road Crew. The Township budgeted \$40,000. Hopefully the snow removal will not be as bad the rest of the season as it has been. Since there was a Disaster Emergency declared, the Township might be able to be reimbursed by state funds for a portion of the money spent. Many comments from the audience stated that West Vincent Township had the best maintained roads anywhere during and after the storms. Miller thanked the Emergency Management Coordinator, Jim Gooding for the assistance during these last storms.

Active Subdivision List: An Extension Request was received for an extension for the **Hairston Subdivision**. Perkins made the motion to approve the extension for the Hairston Subdivision until 2/22/11 for Final Improvements. Quinn seconded the motion. There was no public comment, the motion carried unanimously.

Police Report: The police report for the month of January 2010 was presented by Police Chief Mike Swinger and was acknowledged as received.

Bills List: The Bills List was reviewed. Perkins made the motion to approve the Bills List dated 2/22/10 in the total amount \$65,756.52. Quinn seconded the motion. There was no public comment, the motion carried unanimously.

Correspondence:

A letter from Police Chief Swinger was received regarding the appointment of a new volunteer Fire Police Applicant. Stephen Reitnour has completed his background check Chief Swinger is recommending him for the appointment. Perkins made the motion that **Stephen Reitnour be appointed as a member of the Special Fire Police** at the Ludwig's Corner Fire Department. Quinn seconded the motion which carried unanimously.

A Thank you note from Garrett Hale thanking Police Chief Swinger for the tour of the police department was acknowledged as received.

A letter dated 2/16/10 from Stuart Cohen, Solicitor for **East Vincent Township** was acknowledged as received. Vice Chairperson Quinn explained that East Vincent Township proposed a CCRC on a tract of farm land outside the growth boundary in the Phoenixville Regional Comprehensive Plan. The PRCP Committee found that this was inconsistent with the Plan and East Vincent threatened to withdraw. East Vincent is are obligated to stay one (1) year and pay certain fees; it met with its solicitor and is now requesting the PRCP amend the Plan. There are several schools of thought, Quinn explained. There are population projections in this Plan and this will use up all of East Vincent Township's area reserved for growth for the next 10 years. This does not affect West Vincent Township. There is a meeting on 2/24/10 that Ms. Quinn will attend and report back to the other members of the Board. If the amendment passes, it has to be approved by each Township and Borough in the PRCP. East Vincent will have to pay all costs for advertising, etc.

A letter was received from Green Valleys regarding the Annual Envirofest. Perkins made the motion that West Vincent Township supports the Envirofest 2010 in the total amount of \$1000.00. Quinn seconded the motion which carried unanimously.

Subdivision/Land Development:

Oxford Rise: This Land Development is almost complete except for the relocation of Nantmeal Road. This permit is with Penn DOT and the work inspected by them. When the contractor tried to get a draw down from the Letter of Credit, it could not since this is in both the Township's name and Penn DOT. Penn DOT has already agreed to the release, but the Board must agree to do the same. Carroll Engineering did not do any inspections since Penn DOT did them. Perkins made the motion that the Application and Certificate for Payment be approved in the total amount of \$120,919.95. Quinn seconded the motion which carried unanimously.

Addis Subdivision: A request for the release of the remaining funds being held in escrow for this subdivision was received. Perkins made a motion to forward this request to Carroll Engineering for review. Quinn seconded the motion which carried unanimously.

Bentley Subdivision: This plan has received Conditional Final Approval on January 26, 2009. All conditions have been met except for the revised Letter of Credit which will be complete within a day or so. Perkins made the motion that, in accordance with and pursuant to the conditional Preliminary/Final Subdivision and Land Development approval for the Wetherhold subdivision, the West Vincent Township Board of Supervisors, by and through the Chairman, Ken Miller, Jr., the Vice-Chairperson, Clare Quinn, and Supervisor, Zoë Perkins, individually and/or collectively:

1) be authorized to sign and execute the Development Agreement, Financial Security Agreement, and the Trail Easement, on behalf of the Township, as all pertain to the approved subdivision; and

2) be authorized to accept and cause to be recorded with the Chester County Recorder of Deeds the approved Preliminary/Final Land Development and Subdivision Plan.

All of the above shall be conditioned upon Applicant, within thirty (30) days hereof (unless extended by the Board of Supervisors), submitting to the Township the Financial Security Agreement executed by the financial institution issuing such financial security as well as submitting the financial security required thereunder, both of which shall be in the form and substance satisfactory to the Township and Township Solicitor. Quinn seconded the motion which carried unanimously.

Old Business:

Kate Damsgaard, Planning Commission Member presented a Draft report from the **Chester County 2020 Workshop** held in October 2009. Mrs. Damsgaard stated that a hard copy will soon be available in which she plans to have a cover letter attached to explain the results. This will be distributed to all the participants and be linked to the website. Mrs. Damsgaard feels the most important finding is what the participants think Township Government does and what it is actually doing. She stated that would be the first bridge to gap. Chester County 2020 makes suggestions from these results and recommends that follow up be performed at intervals of 3, 6 and 12 months. The Board will read this report and decide what action, if any, it would like to take as a result of the findings. This will be discussed at the next Board of Supervisor meeting on March 8, 2010.

Mr. Miller reported that for the **snowstorms of February 5, 2010 and February 9, 2010** he needed to contract for additional equipment and manpower and there was not time for a special meeting of the Board to authorize this. He stated that the approval of the bills for these storms will be a form of ratification for the hiring of these contractors, but he would like permission from the other Board members to be able to do this on an emergency basis. Quinn made the motion that the actions of Ken Miller as Road Master in contracting on behalf of the Township for additional equipment and manpower to deal with the requirements of the snowstorms of February 5 and February 9, 2010 be and same are hereby ratified. Perkins seconded the motion. There were no public comments. The motion carried unanimously. Perkins made the motion that in the event of future snowstorms or other emergencies affecting the Township's public road system when the Township is under a State of Emergency, the Road Master be and hereby is authorized on behalf of West Vincent Township to contract, without bidding, for additional equipment

or manpower when the equipment and manpower already under contract is not adequate to meet the demands of the emergency and there is insufficient time to call a special meeting of the Board of Supervisors, any such action taken by the Road Master being subject to subsequent review and ratification by the Board. Quinn seconded the motion. There was no public comment. The motion carried unanimously. Mr. Miller stated that a State of Emergency and Disaster is declared by the Chairman of the Board of Supervisors, The Road Master, the Police Chief, and the Emergency Management Coordinator. The difference between this and a Snow Emergency is that the Township may be eligible for funds from FEMA, PEMA and Homeland Security if they become available. Mr. Miller stated that Jim Gooding, Emergency Management Coordinator did an excellent job. The audience gave him a round of applause. Mr. Gooding initiated a Reverse 911 Call to all of Weatherstone. This meant that all homeowners received a phone call alerting them of the State of Emergency. Many residents informed the Township that it was helpful and now Mr. Gooding is in the process of dividing the Township into sections should the need arise to have a Reverse 911 Call put into place for other areas of the Township. There was a meeting between Police Chief Swinger, Ken Miller, Jim Gooding, and Township Manager Jim Wendelgass to find out what could be done better next time. What they discovered that more planning would be a place to start.

New Business:

The dedication of **Buttonwood Lane** was approved in 1997 by the Board of Supervisors. At that time, the Board relied on the builder to take care of all the paper work which goes to the County and have the documents recorded. This wasn't done correctly for Buttonwood Lane so it needs to be completed. Miller made the following motion to adopt **Resolution 10-2010** Now Therefore be it resolved and it is hereby resolved by the Board of Supervisors of West Vincent Township that the Township accept the Deed of Dedication of David S. Yohn and Nancy B. Yohn for Buttonwood the same to become part of the public road system of West Vincent Township. The Deed of Dedication with a description of the said Buttonwood Lane is attached hereto and made a part hereof as Exhibit "A". Perkins seconded the motion. Mr. Arthur Ewell, 972 Fellowship Road, Tax Parcel 25-7-31 asked if the Township had an engineering study done on Buttonwood Bridge. Mr. Miller informed him that one was done when dedication was voted on and regular inspections have been done since. There was no further public comment and the motion carried unanimously.

The copy machines in the Township office and Police Department are currently under lease until May 2010. A new machine is available from Rothwell Document Solutions. The current lease needs to be ended with correspondence within 90 days of renewal. Perkins made the motion that the Township contract with Rothwell Document Solutions for a copy machine for a 36 month lease in the total amount of \$45.70/month for the Police Department and \$260.57/month for the Township Office. Quinn seconded the motion. Mr. T. W. Helwig, 2034 Pottstown Pike, Tax Parcel 25-3-2 asked if a cost analysis was done between a lease and purchasing a machine. Ms. Quinn stated that

there had been one done at the end of the prior lease. It is much more cost efficient to lease since all repairs and ink are included in the price.

A Spring Playing Schedule for the fields at Andrew Evans Park has been prepared by the Park and Recreation Commission. The following is recommended: No increase in fees for the 2010 season.

1. The following is the proposed schedule for Baseball for Spring 2010. GEYA has sole use of the field.
 - Monday - 1 slot
 - Wednesday – 1 slot
 - Thursday – 1 slot
 - Friday – 1 slot
 - Saturday – 3 slots
2. The following is the proposed schedule for the Rectangular field for Spring 2010.
 - Monday - GEYA – 1 slot
 - Tuesday – Vincent United – 1 slot
 - Wednesday – Coventry Lacrosse – 1 slot
 - Thursday – Coventry Soccer – 1 slot
 - Friday - closed
 - Saturday- GEYA – 8 AM-noon – 2 slots
 - Vincent United 2-4 PM – 1 slot
 - Coventry Lacrosse 4-6 PM – 1 slot
 - Sunday – Coventry Soccer 1-3 PM – 1 slot

NO makeup games will be scheduled for Sunday

Suzanne Nastase, Park and Recreation Commission Member informed the Board that she felt the fields could handle this much activity and the Spring Season is when the field is needed the most. The season will open on April 1st. A representative from the Penn State Extension Service will be coming to advise the Township on the drainage problems on the field. It is hoped that the repairs can be done before the season starts. Perkins made the motion to approve the Park and Recreation Schedule as presented. Quinn seconded the motion. Ms. Quinn suggested to the Park and Recreation Commission to begin a Capital Reserve Fund so that the tax payers do not have to foot the bill for costs in the future. Even though some teams have hinted that they might have funds for new fields, the Board warns on the thought of ownership. The costs should be spread between all the teams. The motion carried unanimously.

Business from the Floor:

A resident brought up the news article that stating that Orleans Homebuilder's are in default of some of their loans. Mr. Wendelgass stated that Orleans Homebuilder's project in West Vincent Township has Letters of Credit that secures the funding for infrastructure for the development.

Ms. Quinn informed the audience that Community Day will now be on May 8, 2010.

Miller announced that there would be an **Executive Session** immediately following the regular meeting to discuss real estate.

Perkins made a motion to adjourn, Quinn seconded, and the motion passed unanimously.

Meeting adjourned 8:25 PM.

Respectfully Submitted,

Tammy Swavely
Township Secretary