

West Vincent Township
Board of Supervisors Reorganization Meeting

January 18, 2016 7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman David Brown, Michael Schneider, Timothea Kirchner, Interim Township Manager, Joseph McGrory, Esq., Hamburg, Rubin, Mullin, Maxwell and Lupin and Township Secretary Tammy Swavely.

Mr. Jacobs called the meeting to order at 7:03 PM.

Mr. Jacobs introduced the interim Township Manager, Timothea Kirchner. Ms. Kirchner gave a brief history of her background as an introduction to the Township.

Mr. Jacobs announced an Executive Session was held on January 5, 2016 to discuss personnel.

Mr. Jacobs made a few announcements to begin the meeting. He stated that he had a request from the Park and Recreation Commission to increase the number of members. Mr. McGrory stated that the ordinance would need to be amended to do that. Mr. Brown stated that to honor the request, he suggested that Mr. McGrory prepare the ordinance. Mr. Jacobs agreed.

Mr. Jacobs stated that the Sustainability Committee has a problem with the years that the terms are expiring for each of their members. Chairman Kip Archinal spoke to this saying that it has been done incorrectly and now that she has read the resolution that formed their committee, she feels that it is all wrong. The Board asked Mr. McGrory to review the issue. The Sustainability Committee will meet tomorrow night and discuss it and come up with a solution and make recommendations to the Board.

Public Comment on non-Agenda items:

Harriet Stone, 1645 Birchrun Road stated that the EAC will be sponsoring the Amphibian Migration again this year. She has confirmed with Police Chief Swinger that he will be willing to close Hollow Road for this event. She was looking for Board approval. The Board members were in favor of her moving forward with the Amphibian Migration on Hollow Road this year.

Mark Krumenacker, 1147 Bartlett Lane asked if a resolution has been decided on the boulders that are in the Right-of-Way on Bartlett Lane. Ms. Kirchner stated that no resolution has been finalized but the Township engineer and the Road Master would be determining the next steps.

Sara Shick, 1201 Davis Lane asked why the RM District recommendation from the Planning Commission was not on the agenda. Mr. Jacobs stated that just because the Board is aware of a recommendation, does not mean it is on the agenda. Mr. Jacobs suggested that the Planning Commission submit something in writing to the Board. Ms. Shick asked if this was a new protocol since she was unaware. Mr. McGrory stated that minutes are an acceptable format to inform the Board. Ms. Kirchner will be aware of the issue and keep the Board informed.

Beverly Lawlor, Henrietta Hankin Library, thanked the Board for their yearly contribution to the library informing them that it is used for programs and materials.

Ron Brostrom, 2655 S. Chester Springs Road asked if the barricades could be moved on Eagle Farms Road since they are in the wrong spot and are causing people to turn around in his driveway. He is looking for the permanent gate that was approved in October. Ms. Kirchner stated that this issue will be investigated as soon as possible.

Brian Curry, 512 Black Horse Road stated that he asked in 2015 for a final cost of Black Horse Road work and lessons learned. Mr. Jacobs stated that he felt that he was asking Mr. Miller that question.

Brad Dyer, Park and Recreation Commission Chairman asked the Board where Fellowship Trail was and if will be moving forward. Mr. Jacobs stated that this was approved to be engineered. There is \$100,000 in the budget this year for engineering and construction.

Sharon Davis, 932 Jaine Lane asked where the Board stood with regards to open space. She brought a booklet for the Board to review on the advantages to municipalities that have open space.

David Pomanto, 289 Black Horse Road asked what the Board considers open space. Mr. Jacobs informed him that it was preserved land in its raw state. Mr. Brown added that the Township does not have to own it, but TDR's could be bought to control it.

Chip Farnham, 988 St. Matthews Road asked about the construction of the Fellowship Trail. Ms. Kirchner will get the details and give the Board an update as to where this is.

Approval of Minutes:

The minutes of **December 28, 2015** were unanimously approved on a motion by Mr. Schneider and a second by Mr. Brown.

Reports:

Township Manager Report: Ms. Kirchner reported on several issues that have come to her attention. She is working with all personnel during the transition and hopes to have most of them complete by the end of the month.

Police Report: The Police Report for the month of December 2015 was presented by Chief Swinger and was acknowledged as received.

Active Subdivision List: There are no pending deadlines.

Bills List: Mr. Brown made the motion to approve the Bills List dated 1/18/16 in the total amount of \$113,019.13. Mr. Schneider seconded the motion. The Board answered some questions and the motion carried unanimously.

Correspondence:

A request to use the meeting room was received from the Weatherstone HOA requesting to use the meeting room on May 4, 2016 for a meeting. Mr. Brown made the motion to permit the same. Mr. Schneider seconded the motion which carried unanimously.

Appointment of Elected Tax Collector: Michael Schneider is resigning as the Elected Tax Collector since he has taken office as a Board of Supervisor. Mr. Brown made the motion to accept the resignation of Michael Schneider as the Elected Tax Collector. Mr. Jacobs seconded the motion. There was no public comment and the motion carried unanimously.

West Vincent Land Trust: A letter was received from the West Vincent Land Trust dated January 10, 2016 requesting their yearly contribution. Mr. Schneider made the motion that the yearly donation of \$7,500 be forwarded to the West Vincent Land Trust as requested. Mr. Brown seconded the motion. Maria Jacobs, 2351 Beaverhill Road stated that at the Park and Recreation Commission discussed that West Vincent Land Trust is working on a trail map. At this point it is not public and she asked if the Board knows when it will be published. Mr. Jacobs stated that it is still being worked on. Mr. Schneider stated that about two years ago a map was presented with GPS points. Dr. Dyer, Park & Recreation Commission was not aware of that kind of map. There are public lands and private lands associated with the trails and the WVLT is sensitive to that fact. George Dulchinos, 1415 Hollow Road asked what their annual budget was. Joe Vasile, Treasurer for the WVLT stated that it is \$8,250.00. Mr. Jacobs stated that the WVLT has been receiving this from the Township for at least 15 years. Mr. Curry stated that a lot of surrounding Townships have trail maps. Mr. Jacobs asked Ms. Kirchner to find out about the trail map. Pam Brown, 1070 Jaine Lane stated that to clarify, none of the Township funds go towards the trail map. The Townships funds go to offset conservation easements. All trail work is funded by the Martin Foundation. The public trails for subdivisions are different then private land owners. Her task with the WVLT is to contact private land owners and secure trail easements. If the trail remains private, a line cannot be put on a map. When the map is complete it will be hosted on the French and Pickering Creeks Conservation Trust's website with a link since the easements are held by them. The Park and Recreation Commission will be marking the Township trails. Mr. Jacobs called for a vote. Mr. Schneider voted yes, Mr. Jacobs voted yes. The motion carried with Mr. Brown abstaining since he is on the WVLT Board.

Pickering Creek Designation: A letter was received to the Township on December 21, 2015 from DEP regarding the evaluation of the Pickering Creek from High Quality (HQ) to Extreme Value (EV). Victoria Laubach, Green Valleys Association stated that Green Valleys applied to DEP in 2005 for the evaluation. This is finally moving forward and DEP is awaiting comments since they plan to deny the request. Ms. Laubach has submitted a letter with new information supporting this request. EV is the highest level of stream protection. The main difference between HQ and EV is that more stream degradation is permitted if it is socially or economically justified with an HQ designation. Mr. Schneider made the motion that the Township send a letter of support to DEP regarding the evaluation change for the Pickering Creek to HQ. Mr. Brown seconded the motion. There was no public comment and the motion carried unanimously.

A request to use the meeting room was received from the Airedale Terrier Club requesting to use the meeting room on February 28, 2016 for a meeting. Mr. Brown made the motion to permit the same. Mr. Schneider seconded the motion which carried unanimously.

Subdivision/Land Development:

Eagle Farms Subdivision/Toll Bros.: Toll Bros. has requested Surety Reductions on a Performance Bond and Carroll Engineering is recommending their release. Mr. Schneider made the motion to approve Release #2, Site Improvements, Phase 2A in the total amount of \$163,615.63. Mr. Brown seconded the motion, there was no public comment and the motion carried unanimously.

Weatherstone/Hankin.: The Hankin Group has requested the final escrow release on Phase 3 and Carroll Engineering is not recommending the release. Mr. Schneider made the motion to deny the request from The Hankin Group dated December 11, 2015 at the recommendation from Carroll Engineering until certain items are addressed. Mr. Brown seconded the motion, there was no public comment and the motion carried unanimously.

Old Business:

Contract with TJ Consulting: Mr. Brown made the motion that the Board of Supervisors accept the terms of the Agreement with Tom Josiah Consulting, LLC as submitted in his proposal. Mr. Schneider seconded the motion. Mr. Schneider stated that he met with the Township Treasurer and discussed this with Barbacane & Thornton, the appointed auditor to discuss this. Mr. Josiah takes the accounts from Quickbooks and prepares for the DCED report. He balances the funds and gets the Township ready for the audit coming approximately three times a year. Mr. Brown added that he takes the budget and puts it into a format for the auditor to use. There was no public comment and the motion carried unanimously.

New Business:

Elected Tax Collector: The Township needs to have an Elected Tax Collector since it is state mandated. The Township appoints a replacement every year, but still needs one. Mr. Schneider made the motion to appoint Jennifer Farnham as the Elected Tax Collector. Mr. Brown seconded the motion. There was no public comment and the motion carried unanimously.

Non-Uniformed Pension Plan: A new trustee needs to be identified for the Nationwide account that has the non-uniformed pension 457 Plan. Mr. Schneider made the motion to appoint David Brown as the Pension Plan Trustee. Mr. Jacobs seconded the motion. Mr. Curry asked what a trustee does. Mr. Brown stated that it is a title holder until the fund are transferred into individual accounts. There was no more public comments and the motion carried unanimously.

New Fire Police Application: Joseph Pennypacker has applied to be a Fire Police with the Ludwig's Corner Fire Department. Police Chief Swinger has approved of this appointment. The Board appoints the Fire Police since they have enforcement power. Mr. Schneider made the motion to appoint Joseph Pennypacker to the Ludwig's Corner Fire Police. Mr. Brown seconded the motion which carried unanimously.

Township Manager Search: The Board desires to hire a company to assist them in the search for a new Township Manager. Mr. Schneider made the motion to contract with David Woglom with the Meyner Center to assist in the manager search. Mr. Brown seconded the motion. Ms. Shick asked why they are hiring a professional. Mr. Jacobs stated because the Board has never done this before. Ms. Kirchner stated that this company has done a lot of searches and have done a good job at it. Mr. Woglom will meet with the Board and staff to determine what kind of person is needed moving forward in West Vincent Township. The charge for this is up to \$7,000. He comes highly recommended by surrounding Townships. Mr. Curry asked how long the search will take. Ms. Kirchner stated that at the low end, 4 months, at the high end, 8 months. Advertisements will go out to attract good candidates and Mr. Woglom will take it down to a few for the best fit. There was no further comment and the motion carried unanimously.

New Members to Delaware Valley Health Trust: Delaware Valley Health Trust is the broker for West Vincent Township's health care. As members, the Township is asked to approve of new groups to join the healthcare system. Mr. Brown made the motion to approve Upper Montgomery Joint Authority and Uwchlan Ambulance Corps to join the DVHT. Mr. Schneider seconded the motion which carried unanimously.

Meeting adjourned 8:30 PM.

Respectfully Submitted,

Tammy Swavely
Township Secretary