

West Vincent Township
Board of Supervisors Meeting

August 1, 2016

7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman David Brown, Michael Schneider, Township Manager Erica Batdorf and Township Secretary Tammy Swavely.

Mr. Jacobs called the meeting to order at 7:00 PM.

Approval of Minutes:

Mr. Schneider made a motion to approve the July 5, 2016 minutes as submitted. Mr. Jacobs seconded the motion. Brian Curry, 512 Black Horse Road asked about the Public Comment section of the minutes and why the comment regarding Chief Swininger needing to meet with the new Township Manager, Erica Batdorf on the Birchrunville Parade was not included. Mr. Schneider made the motion to table the approval of the July 5, 2016 minutes until further review. Mr. Jacobs seconded the motion which carried unanimously.

Bills List: Mr. Schneider made the motion that the Bills List dated 8/1/16 in the total amount of \$49,990.77 is approved and to ratify the invoices in the total amount of \$56,550.95 as submitted. Mr. Brown seconded the motion. The Board answered some questions and the motion carried unanimously.

Reports: Full Copies are attached.

Township Manager Report: Ms. Batdorf gave her Township Manager Report which was acknowledged as submitted. Ms. Shick asked about the traffic study on the Fellowship Trail. Ms. Batdorf stated that two studies were necessary. Bryan Kulakowsky, Township Engineer was asked why and he explained that the Upper Uwchlan traffic engineer did not trust their results since it came back with an average of 5 miles per hour over the posted speed limit. The additional studies revealed the same data. The site distance will have to be considered for a crossing because of the speed on the road.

Correspondence:

The Park and Recreation Commission announced that Movie Night will be August 27, 2016 at 8:30 PM. The movie this year will be Guardians of the Galaxy.

A request was received from the committee who organized the Yellow Springs Freedom Trolley Tour on July 1, 2016 for \$100 towards expenses. Mr. Schneider made the motion that the Township approve \$100 towards the Historic Yellow Springs Freedom Trolley Tour as part of the Township's expenses and as recommended by the EAC. Mr. Brown seconded the motion. A few questions were answered and the motion carried unanimously.

Subdivision/Land Development:

Eagle Farms/Toll Bros.: Mr. Schneider made the motion that the Surety Bond 08878004 for Toll Bros. public improvements at the Ewing Tract Phase 1/2A be released in full in the total amount of \$1,454,570.15 as recommended by the Township Engineer in his June 30th letter. Mr. Brown seconded the motion which carried unanimously.

Old Business:

Road Report: This was moved to the end of the agenda due to the length of the presentation.

French Creek Road Culvert: Mr. Jacobs added this item to the agenda since the information was just made available from the Township Engineer and rather than delay the repair to this culvert, he felt it was an important. Cedarville Engineering submitted a proposal which includes the design through the end of the project for the total cost of \$32,850. Mr. Schneider made the motion to approve the Cedarville Engineering proposal for the project management on the French Creek culvert repair as submitted. Mr. Brown seconded the motion. Sara Shick, 1201 Davis Lane asked if this is just for engineering and at a fixed price and she was told yes. Mr. Curry asked what the estimated construction costs were. The whole project is estimated at \$250,000. There were no further comments and the motion carried unanimously.

New Business:

Traffic Study: Mr. Jacobs stated that the Township along with Upper Uwchlan and West Pikeland is considering doing a traffic study together on Route 401 from Route 113 to Route 100. The thought is if three Townships work together, the data can be used and the local elected officials can be contacted to assist the efforts and get Penn DOT to come up with a plan to make it safer. There are three primary intersections that need to be reviewed. Byers Road and Route 401, S. Chester Springs Road and Route 401 and St. Matthews Road and Route 401. The Townships collectively hope that these improvements can get on Penn DOT's 12 year Program. Gloria Shontz, 2415 S. Chester Springs Road was concerned that her road would be opened. Mr. Jacobs stated that this is a traffic study to improve the intersections and removing the gate at S. Chester Springs Road was not included. It is hoped that with three Townships working together, the elected officials will have more weight with their discussions with Penn DOT. Among the things reviewed in a traffic study are police records for accidents. Past history of traffic along with future traffic patterns are all considered. Bryan Kulakowsky stated that the traffic engineer will surmise the angle of traffic on 401 with the alignments and physical characteristics along with road classifications. Mrs. Shontz asked what the cost for this traffic study will be. Mr. Jacobs stated that it is to be \$500 and the Townships would hire Pennoni as the Traffic Engineer since this company does not do work for any of the Townships, they would be impartial. No one knows what the outcome will be. Charles Peeples, 1631 Kimberton Road stated that he would like to know why subdivisions are built before the roads can handle the traffic. Mr. Jacobs stated

that the Township cannot regulate development because of roads. Mr. Peeples stated that his road goes by three different names and he would like to know how to change that. Ms. Batdorf will research this issue.

Vision Partnership Grant: Ms. Batdorf stated that the Township has received a proposal to apply for a Vision Partnership Grant, VPP, from Cedarville Engineering. The nature of this grant is planning. The Township is applying for this grant for the Comprehensive Plan Update also. Ms. Batdorf stated that the Zoning Ordinance needs updating but there is no scope or process yet for this grant. This grant application has a short window of opportunity, it needs to be submitted by August 31st. The total amount available is \$50,000 and it is 70% funded, which means the Township would have about \$15,000 cost. This must be presented to Chester County before the grant is submitted. Mr. Schneider made the motion that the Board authorize Cedarville Engineering Group to prepare the Vision Partnership Grant Application for West Vincent Township in the total amount of \$2,020 which will be used to adopt a new Zoning Ordinance to update regulations, specifications, and restrictions for land use management within the Township. Mr. Brown seconded the motion. Ms. Shick stated that the last Board had staff apply for grants. Mr. Jacobs stated that she was correct, but the window is short for this and Ms. Batdorf just took office. Ms. Shick stated that as a Planning Commission member, she is surprised they were not informed of this grant. Ms. Batdorf stated that this grant opportunity opened in mid-July with a short window of opportunity. Mr. Brown asked if this had to be spent all in one year. This money is not awarded until 2017 and it does not have to be spent all in one year. Mr. Brown informed Ms. Shick that the Planning Commission would have the opportunity to review the zoning ordinance changes. Ms. Batdorf stated it will be a good thing to get a scope for the project. There was no further comment and the motion carried unanimously.

Road Program:

Township Engineer, Bryan Kulakowsky, stated that their company, Cedarville Engineering on behalf of the Township studied, analyzed, drove, walked and observed the roads to prepare a Road Program that is to be a 5-10 year plan. He introduced Carol Schuehler from Cedarville Engineering who was the Project Manager on the Road Program. She began a Power Point presentation stating that the roads were inspected during the months of April 21 through May 17, 2016. West Vincent Township has 48 miles of roads, 27% are gravel and 73% are paved. The program includes roads and structural issues such as culverts and bridges. There are five top paved roads that need work. This includes Horseshoe Trail which needs extensive base repair and the portion between St. Matthews Road and Fellowship Road is estimated at a cost of \$247,000. A section of School House Lane between Hollow Road and Flowing Springs Road is in poor condition needing recycling and or rebuilding and an estimated cost of \$111,000. Drainage to improve the road, which should be done first, would cost another \$50,000. The most expensive road to repair is Kimberton Road. This 1 1/3 mile road may exceed one million dollars to repair since it requires drainage improvements and a full reconstruction. Art School Road needs recycling and rebuilding of a section over 1700'. The estimate for this is \$250,000.

Flint Road should be rebuilt with drainage improvements. This cost of reconstruction is estimated at \$650,000. A portion of Hilltop Road needs extensive base repairs and the estimated cost for this repair would be \$400,000. Shady Lane may be able to use recycling and that estimated cost would be \$260,000. Ms. Schuehler stated that this represents 14% of the paved roads. She added that the chip seal applications the Township has made to maintain the life of other roads is a good thing and 71% of the roads were rated with a score of 6 out of 10 or better. She recommends that the Township continue the chip seal paved roads to prolong their life. There were 16 structural issues reviewed. The main concern is the culvert under French Creek Road. It has failed and the road needed to be closed. The others can be seen in the report. This is a draft and it can be added to as other items are found. This can be used as a tool because roads can be checked off when they are completed or when chip seal is added. Ms. Schuehler stated that the Public Works Department has done a good job of taking care of the roads. It is best to take a proactive approach that will provide cost savings to the Township for the future. There are some issues that should be dealt with soon. The Board took public comment on the presentation and answered many questions with the assistance of Ms. Schuehler. Jim Helm, 2563 Veronica Drive asked if these prices were based on Township staff or outsourced. These were all based on outsourcing. Mr. Curry asked if the culverts and bridges were in the cost estimates. Ms. Schuehler stated that they were not. Mr. Peeples stated that Kimberton Road could use ditching. Ms. Shick asked if reducing the weight limit on the bridges would make them last longer and Ms. Schuehler stated that they each would need an individual evaluation, but doubtful. Many are on borrowed time. Ms. Shick asked what the cost to repave Horseshoe Trail a few years ago. Ms. Batdorf will get her that information. Mr. Helm feels asked about the chip seal cost of \$200,000 to be done every year. Ms. Schuehler stated that it is an important part of maintenance. Mr. Curry asked if ditching is important on dirt roads. Ms. Schuehler stated that normally this was done on paved roads. Jim Anderson, 1760 Hilltop Road discussed the PA Dirt and Gravel conference by Penn State. They made recommendations on Hilltop Road several years ago and were prepared to give 2RC to the Township. He stated that their philosophy was to get the water into the woods on people's property rather than go down the hill. That way the gravel would not wash out every time it rained. Ms. Schuehler stated that compacting is important on gravel roads. The Public Works Department are now certified through attending a PA Dirt and Gravel conference this spring. The Township now is capable of applying for their grants. Mr. Curry stated that this was an excellent presentation. Questions were asked about maintaining and repairing the gravel roads. Mr. Jacobs stated that this is a 10 year plan, but there are three (3) very large expenses. If the Township budgets \$500,000 a year the work will never get done. He feels a Capital Fund should be started and funded each year to complete these larger projects. He would like to decide what can be done this year. Is it too late to do the chip seal? Mark Hughes, Road Foreman was present to hear the discussion. He feels that it is too late to do the chip seal since companies charge a higher price this time of year. In January a bid process should begin and get on a list for the spring. The French Creek culvert is the first project that needs to be done. The total estimated costs is \$250,000. Ms. Batdorf stated

that Buttonwood Lane Bridge repair needs to be a priority also. She added that the fund balance is stable. Liquid Fuel funds can be used to repair the French Creek culvert. That leaves \$250,000 in the budget. It is possible to bank some for next year Mr. Jacobs stated for Buttonwood Lane Bridge. Mr. Brown is concerned about the current rating of Buttonwood Bridge for fire engines. They will go over it if there is an emergency. Ms. Batdorf will be meeting with the Fire Companies tomorrow to discuss this. Mr. Jacobs stated that the emergency response will include a chase vehicle first to determine the need. The Board discussed prioritizing the other projects. Ms. Schuehler stated that Jaine Lane paving and drainage could be split in two projects over two years. The drainage needs a permit from DEP since the drainage goes to the Birchrun. This also will require a permit from Penn DOT since it crosses a state road, Birchrun Road. Mr. Brown asked if these numbers in the report include engineering. Ms. Schuehler stated that they do not and an estimate could be 10-15% of the project cost. Maria Jacobs, 2351 Beaver Hill Road asked if the budget funds could be re-directed from another area to assist with these costs. Ms. Batdorf stated that the fund balances are fine. It is good to keep 20% of the total budget but the tax collections are good and more than likely to come in over projected revenues. Mrs. Jacobs asked if there is an alternative access for the homeowners on Buttonwood Lane through another land owner. Mr. Hughes stated that it is very tight and winds around so that an emergency vehicle could not use it. This would be private property and Mr. Hughes can look into it. New equipment was discussed to assist the Public Works Department. In the report Ms. Schuehler recommends other pieces of equipment to assist in gravel road maintenance. This will not go on all of the gravel roads, especially those with trees along the edge, but some of them it would work on. They will rent one before they purchase one to see if it works as needed. Mr. Peoples stated that he feels the general consensus of those who live on Kimberton Road would be to leave it for last since they do not desire traffic to go any faster. Mr. Jacobs stated that this year the French Creek Road culvert will be repaired and then a preventative maintenance program will start. Mr. Brown would like to purchase equipment and possibly School House Lane. A cost for the Buttonwood Lane Bridge should be examined as soon as possible. Harriet Stone, 1201 Birchrun Road stated that people drive too fast now on School House Lane so do not repair it too much.

Public Comment:

Sara Shick, 1201 Davis Lane asked about the sale of the Sewer Plants. Mr. Jacobs stated that there is a meeting later this month with someone who will be valuating the sewer plants. Ms. Shick asked about the Natural Lands Trust review of the Zoning Ordinance. There is no update. Ms. Shick asked about the position of Road Master. Mr. Jacobs stated that the Board has not met in Executive Session to discuss this yet with Ms. Batdorf. He added that Ms. Kirchner's report recommended not having a Road Master. Ms. Shick asked about the Community Garden water hook up to Aqua PA. Mr. Jacobs stated that he is waiting to hear from the Park and Recreation Commission for a recommendation.

Jane Helm, 2563 Veronica Drive commented on repairs that need to be done to S. Chester Springs Road and some signs that are falling down.

Mrs. Stone thanked those that helped during the Historic Yellow Springs Trolley Tour in July.

Jane Altman, 276 Black Horse Road commented on the road repairs that are needed on Black Horse Road. Mr. Hughes has heard the road repair requests and will look into them.

Meeting adjourned 9:20 PM.

Respectfully Submitted,

Tammy Swavely
Township Secretary