

West Vincent Township
Board of Supervisors Meeting

December 8, 2014 7:30 PM

Attendance: Chairman Kenneth Miller, Jr., David Brown, John Jacobs, Stephen Siana of Siana, Bellwoar & McAndrew, LLP, Township Solicitor, James Wendelgass Township Manager, and Township Secretary Tammy Swavely.

Chairman Miller called the meeting to order at 7:31 PM.

Mr. Miller announced that the Board had an Executive Session on December 1, 2014 to discuss real estate and personnel.

Public Comment on Non-Agenda Items:

Sharon Davis, 932 Jaine Lane commented on the lovely holiday tree in the lobby.

Approval of Minutes:

The minutes of **November 24, 2014** were unanimously approved on a motion by Mr. Jacobs and a second by Mr. Brown.

Reports (full copies are attached):

Township Manager Report: The Township Manager Report for the period ending 12/08/14 was acknowledged as submitted.

Road Master Report: Mr. Miller read the attached Road Master Report for the month of November which 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 12/08/14 in the total amount of \$105,095.07. Mr. Jacobs seconded the motion. The Board answered some questions and the motion carried unanimously.

Correspondence:

A letter dated December 3, 2014 from Marguerite Dube, Director of the Chester County and Henrietta Hankin Branch Libraries was received. She detailed the many benefits that the library provides for area residents. Mr. Wendelgass read a few that there were 13,384 card holders at the Henrietta Hankin Branch at the end of 2013, over 429,900 items were checked out by users and over 13,100 children and teens attended 519 programs. This is a major asset to the area and Ms.

Dube was asking the Township to donate funds to the library. Mr. Brown stated that he would have to recuse himself from any vote since he is a Board member on the Friends of the Library. Mr. Jacobs asked how the library receives its funding. Mr. Brown stated that it is a county entity, but the Friends of the Library also raise funds through sales and other opportunities. Mr. Miller made the motion to donate \$500 as appropriated in the 2014 Budget to the Henrietta Hankin Library. Mr. Jacobs seconded the motion. There was no public comment and the motion carried unanimously, with Mr. Brown abstaining from the vote.

Old Business:

PSATS Unemployment Agreement: The Township uses PSATS to file the Unemployment tax. PSATS has revised its policy to come into compliance with the current law. They are requiring all Townships who use this service to re-adopt an Agreement with these changes via ordinance. Mr. Jacobs made the motion to adopt Ordinance 166-2014 reading: *WHEREAS, the PSATS Unemployment Compensation Group Trust, originally established in 1980, exists as an intergovernmental cooperative arrangement of municipalities to provide townships and certain other permitted governmental employers of Pennsylvania with a vehicle to pool resources and jointly leverage buying power to develop and maintain unemployment compensation insurance coverage; and that the Chairman of the Board of Supervisors and Secretary of the Township are hereby authorized to adopt the Restated Trust Agreement and any other agreements necessary for the Township's participation in the Trust.* Mr. Miller seconded the motion. There was no public comment and the motion carried unanimously.

Website Structure Proposal: on November 24, 2014, the Board reviewed three quotes for reformatting the Township website. Three different proposals were received. Blue Fox Creative: \$3,500 to migrate the website with no annual fee. There is onsite training. Gov.office: \$9,520 to migrate the website. The annual fee is \$800 and the training would be a webinar. Civic Plus: \$20,028 to migrate the website. The annual fee is \$3,838 and the training is a webinar. Mr. Brown made the motion accept the Blue Fox Creative Proposal. Mr. Jacobs seconded the motion. After a discussion, Mr. Miller stated that the goal was to make it more user friendly. The Township will get a template and adjust it accordingly. The new program that is proposed to be used is WordPress. This is the best program available and it will allow better maintenance and organization. Maria Jacobs, 2351 Beaver Hill Road feels that this current website is disorganized she feels that a committee made from citizens should be formed. She also feels designers are not going to be able to design something without a good format. Derek Rodner, 38 Blackhorse Road who designs website for a living, stated that WordPress will be very helpful for Township Secretary Tammy Swavely to work with. He described it for the audience in layman's terms how it works. Something to be mindful of is to use a program that has responsive design which will work with cell phones. Brian Curry, 512 Blackhorse Road would like more content. Mr. Rodner stated that this new program will be easy to work with and may free up Mrs. Swavely to add more content if necessary. Mr. Jacobs felt that it would make sense to have a citizen committee to help with the design of the website. Mr. Miller called for a vote which carried unanimously. Mr. Jacobs made the motion to appoint a 3-5 member committee to meet at least two times to help with the design of the website. Mr. Brown

seconded the motion. Mrs. Swavely asked the Board how to get this notice out. Mr. Brown suggested an email blast and an announcement on the website. There were no further comments and the motion carried unanimously.

Draft Trash Task Force Report: The Trash Task Force was formed in 2012 by the Board of Supervisors to research the benefits of using a single trash hauler and to assist the Township in complying with existing laws. This was started because when the Township population goes beyond 5000, certain recycling requirements become mandatory. All of the haulers do offer recycling at this time due to an Ordinance passed in 1994. The Trash Task Force took into consideration Act 101, which is how the State regulates recycling. The Task Force was also provided with complaints of noise and the number of trucks because of the amount of haulers on the roads. Chip Farnham representing the Task Force stated that they attended Community Events and reached out to residents to get input. There were two counter prevailing ideas were present. On the one hand residents liked reducing the traffic and noise, but many did not want the freedom of choice taken from them. After 18 months of discussion and research, the Task Force has written a summary of their findings and a recommendation for the Board of Supervisors. John Reider, also on the Task Force, added that many residents are environmentally aware and would like to increase the ability of people to recycle along with reducing number of the haulers operating in the Township. One of the findings was that if a preferred hauler is chosen, when more residents sign up, the price could be reduced for everyone. This would be an economic savings for residents. In the Report, the Task Force recommends a blend of the eight options in the summary at the end. Mr. Farnham stated that the Task Force is basically recommending Option 2: Preferred Single Hauler, with defined service and performance requirements. Individual property owners and HOAs are encouraged to opt in, thus creating a larger pool of customers for their selected hauler. Contract provisions would allow the price charged per household to decrease as the number of households' increases. This system allows residents full choice while providing a free market with potential savings for residents. Mr. Brown complimented the Trash Task Force for a job well done. Mr. Jacobs added that it was a terrific job. Mr. Farnham thanked the people who came out to the meetings and this document is reflective of those who came and spoke. Mr. Siana stated that by reviewing the document that it sounds as if the Task Force is actually recommending both options 4 and 6. The Board will review the options and take the recommendation under consideration. This will be posted on the website with a summary of the recommendation to make it clear. Once the public has reviewed the document, it can be discussed at a Board meeting.

Revised Fee Schedule: This was discussed at the last Board meeting that the revised fee schedule be made available on the Township website. It is currently on the website and no comments were made. This has new charges for Stormwater Management Agreements and Inspections. It will be adopted at the Reorganization Meeting in January 2015.

New Business:

Agricultural Security Area: A new Agriculture Security Area Application was received from Jim and Jane Helm, 2563 Veronica Drive, Chester Springs, PA. They own 18 acres and desire to place it in the West Vincent Township Agriculture Security Area. Mr. Brown made the motion to acknowledge receipt of this application and approve the advertisement of it. Mr. Jacobs seconded the motion. There was no public comment and the motion carried unanimously.

Stormwater Agreement: A new Stormwater Agreement for 2094 Flowing Springs Road has been received. This has been reviewed by the Township engineer who states that it is now ready for the Board's approval. Mr. Brown made the motion that the Board approve the Stormwater Best Management Practices Agreement for 2094 Flowing Springs Road. Mr. Jacobs seconded the motion which carried unanimously.

Fire Police Appointment: A new Application was received from the Ludwig's Corner Fire Police to add a new member to the Fire Police. The Chief of the Fire Police along with the Chief of Police, Michael Swinger, have recommended this appointment. Mr. Jacobs made the motion to appoint Donald M. Kirkpatrick, Jr. to the Ludwig's Corner Fire Police. Mr. Brown seconded the motion, there was no public comment and the motion carried unanimously.

Meeting Adjourned 8:45 PM

Respectfully Submitted,

Tammy Swavely
Township Secretary