

West Vincent Township
Board of Supervisors Meeting

January 16, 2018

7:00 PM

Attendance: Chairman John Jacobs, Vice Chairman, Michael Schneider, Member, Bernie Couris, Township Solicitor Rob Sebia, Hamburg, Rubin, Mullin, Maxwell and Lupin, and Township Manager Erica Batdorf.

Chairman John Jacobs called the meeting to order at 7:05 PM.

Mr. Jacobs announced an Executive Session held on January 3, 2018 at 3:30 p.m. regarding Personnel and an Executive Session held on January 16, 2018 at 6:45 p.m. to discuss Personnel and Real Estate.

Approval of Minutes:

Mr. Schneider made the motion to approve the January 2, 2018 minutes as submitted. Mr. Couris seconded the motion. Ms. Shick, 1201 Davis Lane, noted a few errors in the minutes. Ms. Batdorf will correct them. Mr. Jamie McVickar, 407 Blackhorse Road, asked if the minutes will continue to be emailed out. Ms. Batdorf commented that she will work on this item with staff. The motion carried unanimously.

Reports:

Township Manager Report: Ms. Batdorf gave her Manager's Report for January 2018. Ms. Batdorf answered a few questions from the public and the report was then acknowledged as received.

Police Report: Chief Swinger gave the December 2017 Police Report which was acknowledged as received.

Bills List: Mr. Schneider made a motion, seconded by Mr. Couris to approve the Bills List in the total amount of \$359,762.71. The Board answered a few questions from the public. The motion carried unanimously.

Correspondence:

A thank you letter from Henrietta Hankin Branch Library was acknowledged as received.

A thank you letter from West Pottsgrove Police Department was acknowledged as received.

A letter from Upper Uwchlan Township regarding the Ewing Tract Phase 1/2A Escrow Release was acknowledged as received.

A letter of resignation from George Dulchinos as Elected Auditor was acknowledged as received. Ms. Sara Shick, 1201 Davis Lane, inquired as to the status of the Township Auditors Meeting. The Board indicated that the Auditors Meeting will be advertised and scheduled in the near future.

Subdivision/Land Development:

Toll/Ewing: Mr. Schneider made a motion to approve the Final Escrow Release #11 for the Ewing Tract Sanitary Sewer Phase 1/2A in the total amount of \$803,738.05, seconded by Mr. Couris. Mr. Jim Helm, 2563 Veronica Drive asked for clarification with regard to the escrow release. Mr. Helm asked if the escrow release is the last release for Toll Brothers and if this release is related to sanitary sewer or other aspects of their land development. The Board indicated this is the last release for Toll Brothers for sanitary sewer related to Phase 1/2A. The motion carried unanimously.

Jean White, 2939 Horseshoe Trail: Mr. Schneider made the motion that the Board approve Resolution 8-2018, awarding Preliminary/Final Subdivision Plan Approval for the Jean White Subdivision of UPI 25-3-92.1 into two lots, as submitted. Ms. Batdorf commented that this is a minor subdivision of one lot into two lots on 2939 Horseshoe Trail and the Planning Commission is recommending the waivers as requested to be approved. There was no public comment and the motion carried unanimously.

New Business:

Board Liaisons to Committees: Mr. Jacobs reported that Mr. Schneider will be the liaison to the Parks & Recreation Commission and Planning Commission, Mr. Jacobs will be the liaison to the Zoning Hearing Board and the Regional Planning Committee, and Mr. Couris will be the liaison to the Sustainability Committee, Environmental Advisory Board, Agricultural Security Board, and Open Space Advisory Board. Mr. Jacobs commented that the selection of appointed committee members may be discussed in Executive Session. Mr. Jacobs answered a few questions from the public regarding the committee appointment process.

Appointment of Township Treasurer: Mr. Couris made a motion to appoint Erica Batdorf as the Township Treasurer, seconded by Mr. Schneider. Mr. Sebia noted that the former Treasurer is no longer with the Township. Ms. Batdorf is bonded adequately to fulfill these duties at this time. The motion carried unanimously.

Weatherstone Open Space Parcel C Farm Lease Renewal: Mr. Schneider made a motion to approve the renewal of the Open Space C farm land lease for a new five year term with Tom Olszanowski at the rate of \$1,200/year. Mr. Couris seconded the motion. Ms. Batdorf indicated that in the previous agreement the annual rent was \$.57/acre, and this rent has been increased by 5% to \$.60/acre. In addition, Ms. Batdorf commented that the lease includes language requiring written agreement of both the Township and Tenant prior to the termination or renewal of the lease agreement. The motion carried unanimously.

Request from the Open Space Advisory Board for TDR Worksheet, Glen Hill, 1692 Hollow Road: Mr. Couris made a motion to have a proposal prepared by Cedarville Engineering to have a TDR Worksheet conducted for Glen Hill of 1692 Hollow Road. The motion was seconded by Mr. Schneider. Mr. Jacobs commented that the Township is still in the process of negotiating an agreement on our open space acquisition related to Bryn Coed. Ms. Sara Shick, 1201 Davis Lane, answered a few questions for the Board concerning background on this request and matters discussed at the Open Space Advisory Board meetings. Ms. Shick stated she believes a TDR worksheet was prepared in the past. Ms. Batdorf commented that she could not locate a TDR worksheet for the property. Mr. Jacobs indicated that he would like Mr. Couris to work with the Open Space Advisory Board to better understand the request. Mr. Schneider indicated that the property owner could obtain the services of Cedarville Engineering to prepare a TDR worksheet on their own. Mr. Schneider reiterated that the negotiations of the Bryn Coed land acquisition and demolition of buildings is still a work in progress. Mr. Jacobs asked for clarification as to whether or not the Open Space Advisory Board asked for a proposal for a TDR worksheet or to have the TDR worksheet prepared. Ms. Batdorf further clarified that the Committee would like to have the TDR worksheet prepared. Mr. Jacobs called for a vote. There were three nays, and the motion did not pass.

New Business:

Fellowship Trail Change Order: Mr. Schneider made a motion to approve a change order deducting \$2,250.00 as part of the overall contract with James Kenney Excavating & Paving for Fellowship Trail. Ms. Batdorf explained that the thermoplastic paint required for the crosswalk on Fellowship Road for Fellowship Trail needs to be applied in the Spring as the application should be made when temperatures are warmer. The motion was seconded by Mr. Jacobs and carried unanimously.

Township Elected Auditor: Mr. Schneider made a motion to nominate Jane Altman, 276 Blackhorse Road to the Elected Auditor position. This motion was seconded by Mr. Couris. The motion carried unanimously.

Public Comment on Non – Agenda Items:

Ms. Davida Waters, 2424 Malehorn Road, commented that Beverly Lawler was present at a previous Board meeting to thank the Board for their contribution to the library. In addition, it is time to start planning for Community Day. Ms. Waters also asked if the Manager will be paid for three salaries as part of her multiple appointed duties. Ms. Batdorf is doing her best to manage multiple duties at this time until she replaces her support staff.

Mr. Joe Antelloccy, 21 Gregory Lane, asked for an update on the status of the sewer sale. Ms. Batdorf responded that Township staff is working to gather necessary documentation in preparation of a closing date to settle with Bucks County Water & Sewer Authority on March 1, 2018. Mr. Antelloccy commented further on the status of legal bills and how the Township is running against the budget for the costs associated with the sale. Ms. Batdorf indicated the Township is tracking those expenses and they will be reimbursed as part of the settlement.

Mr. John Funk, 324 Lucas Road of East Vincent Township, commented on the status of the French Creek culvert which has caused the closure of the road, and connection between West and East Vincent Township for approximately two years. Mr. Funk expressed his concerns with the amount of time it is taking to have the culvert replaced and road opened. Ms. Batdorf explained that the design and approval process has been quite lengthy and understands these concerns. Mr. Sebia reported that he is working with the attorney representing the landowner who we are looking to obtain an easement from for the purposes of conducting the improvements. Mr. Jacobs indicated that the project is funded in the Township budget and staff are working diligently to expedite the project. Ms. Batdorf indicated that the bid documents are ready to go as soon as the legal issues are resolved. Ms. Batdorf also indicated that she will work with the Township Engineer to ensure that once the project is ready to go to bid they will work to expedite the timeline while also ensuring the bid process is competitive and compliant in accordance with the second-class Township code.

Ms. Maria Jacobs, 2351 Beaver Hill Road, indicated that she appreciates the Board working with the Parks and Recreation Commission to fill the current vacancy on the Commission. Mr. Jacobs asked if Ms. Jacobs would ask the Parks and Recreation Commission to discuss this year's Community Day. Ms. Jacobs will report on this item at the next Commission meeting.

Ms. Sara Shick, 1201 Davis Lane, requested a status on the Township's codification project. Ms. Batdorf indicated that she has a draft submittal from General Code, the company handling the codification. Ms. Shick wanted to alert the Township to a new grant opportunity for the Chester County Vision Partnership Program.

Meeting adjourned 8:07 p.m.

Respectfully Submitted,

Erica L. Batdorf
Township Manager