

## MANAGER'S REPORT

July 3, 2017

### **Announcements:**

- On June 7, 2017, the Township road crew participated in Confined Space Training provided by Francis Hall Insurance.
- Asphalt Industries completed the double chip seal application to Township roads during the week of June 12, 2017. Sweeping of Township roads will take place during the week of July 3, 2017.
- The Township Building Feasibility Study is underway. Kimmel Brogrette & Associates are gathering data on existing site conditions and will be coordinating interviews with staff and the Board regarding the Township's present and future needs this month.
- The Northern Federation of Chester County Communities met on June 13, 2017 and the Sustainability Committee presented their Sustainability Workplan.
- On June 19, 2017 I participated in the Delaware Valley Watershed Initiative Strategic Plan Review hosted by Green Valleys Watershed Association. One of the goals in Phase II of their Strategic Planning effort is to enhance the maintenance of dirt and gravel roads to improve water quality as we are a key focus area. West Vincent Township will be reviewed as a model of this initiative.
- The Chester County Consortium of Township Managers met on June 20, 2017 for their Annual Meeting. I was recently named to the Executive Board of the Consortium and look forward to representing the Township within this network.
- The Phoenixville Regional Planning Committee held a Community Workshop on June 22, 2017 at Kimberton Fire Company at 7:00 p.m. The event was well attended members of the public shared valuable input to help shape the new Comprehensive Plan. The PRPC Community Values survey will remain open for the next few months.
- The Parks & Recreation Commission will be hosting their first Picnic in the Park event on Thursday, July 13, 2017 at 6:00 p.m. at Evans Park near the gazebo. Music will be provided by the American singer songwriter duo, Danielle & Jennifer. The next Music in the Park event will take place on Thursday, August 10, 2017 with VooDoo Deville providing the music.
- The Historic Resources Committee has moved their monthly meeting from the second Monday of the month at 6:30 p.m. to the fourth Monday of the month at 6:30 p.m.
- Township offices will be closed in observation of Independence Day on July 4, 2017.

### **French Creek Road Arch Replacement:**

- Staff are awaiting signature on construction easements and the project will be advertised for bid.

### **Hollow Road Bridge:**

- Bid documents have been modified by our Township Engineer and the project will be advertised for bid later this month.

### **Township Paving:**

- The project was advertised on June 20, 2017. Bids were received on July 3, 2017 and will be evaluated by the Board of Supervisors at their regular meeting.

### **Buttonwood Lane Bridge:**

- Township staff are evaluating next steps involved in planning for a permanent bridge replacement.

### **Fellowship Trail:**

- Bids were advertised on June 29, 2017 for the Fellowship Trail Weatherstone Connection project. Bids are due on July 24, 2017 at 1:00 p.m.
- Regarding Phase II, the Fellowship Trail St. Matthew's Church connection, the Township will be coordinating the completion of site survey in July.

### **Department Reports:**

- In the Building & Zoning Department (44) permit applications were processed.
- In the Finance Department, the Budget vs. Actual June Report will be issued mid - month. Staff will begin drafting goals and objectives for the FY2018 budget.
- In the Road Department, the road crew performed general maintenance to equipment, vehicles and Township roads.
  - o The road crew completed crack sealing of Clarkson Drive, Pine Drive, St. Anthony Lane, Art School Road, and St. Andrews Lane.
  - o The Township is awaiting approval from the US Fish and Wildlife Service prior to implementing our Dirt & Gravel road projects.
  - o The road crew has ordered tools necessary for the completion of Fox Hollow Trail. Staff will complete the trail in coordination with our Parks & Recreation Commission trails subcommittee.

Respectfully, *Erica L. Batdorf*