

Township Manager Report

For the Period Ending
March 10, 2014

1. Township and Other Meetings Held:

- The Board of Supervisors held a meeting on Monday February 24, 2014 at 7:30 P.M.
- The Regional Planning Group, which was scheduled to meet on Wednesday, February 26, 2014 at the Schuylkill Township Building at 7:30 P.M., cancelled its meeting.
- The Trash Task Force, which was scheduled to hold its monthly meeting on Thursday February 27, 2014 at 7:00 P.M., cancelled its meeting.
- A meeting was held with representatives of the applicant on the Royal Crown Stables on Friday, February 28, 2014.
- The Board of Supervisors held an Executive Session on Monday, March 3, 2014 at 7:30 P.M.
- The closing on the purchase of 2200 Flowing Springs Road was held on Tuesday March 4, 2014.
- The EAC held its monthly meeting on Wednesday, March 5, 2014 at 5:30 P.M.
- The Park and Recreation Commission held its monthly meeting on Wednesday, March 5, 2014 at 7:30 P.M.

2. Action Items for Board of Supervisors Meetings:

- I spoke with Pamela Baker, who is the partner at Barbacane Thornton and Company LLP who is the lead on the external audit of West Vincent Township. She informed me that the notes and audit work papers are privileged and are not available for public review. She also informed me that Charlestown Township is now having its 2013 audit done by her firm.
- The Township now owns the parcel at 2200 Flowing Springs Road.

3. Pending Subdivisions/Land Development/Applications:

- Toll/Eagle Farms: The Township has begun the process to abandon a portion of Eagle Farms Road pursuant to the agreement which was signed late last year.
- Wilkinson Associates/Birchrun Village: Closing was held on the purchase of the property.
- West Vincent Associates/Brunner: Development agreements are being prepared.
- Kanavy Land Development: The Township has received an engineering review letter. The Planning Commission recommended conditional approval of the application.
- Markle Subdivision Plan: The Township issued a decision approving the application. The applicant has appealed that decision. The Township is prepared to issue an amended decision. The applicant has granted a further extension.

- Batchelor: Plan received November 21, 2013. Engineering review letter has been received. A further extension will likely be necessary.
- Royal Crown Stables: Application to the Zoning Hearing Board has been received. A review letter has been received from Carroll Engineering.
- **NEWLY RECEIVED:**
 - Royal Crown Stables**: Application for a Conditional Use.

4. **Miscellaneous:**

- Zoning Hearing Board Hearing Schedule:
 - Flather: Appeal filed. The applicants have filed for a new Zoning hearing. First hearing scheduled for 1/10/13 was continued at the applicants' request.
 - Royal Crown Application has been filed. No hearing date has been set.
- Since mid January of 2013, the Township has received over 234 Right-to-Know requests, 199 of which were sent in by Brian Curry. To date, the cost for the assistant to help in responding to such requests has been \$1,190 through 12/20/13. The cost of staff time exceeds \$5,000.
- A draft of the storm water ordinance has been prepared with input from the Township Engineer and the Solicitor. It is being advertised so that it can be adopted by the Board.
- Staff is preparing a newsletter for publication and distribution.

5. **Financial:**

- The external auditors completed their field work and prepared a draft report, which has been reviewed by staff.
- The Township has submitted claims to its insurers for the damage done by the storm to the one Township truck and the signal light at Lexington Boulevard. The Township has also tracked expenditures related to the State of Emergency following the ice storm and has submitted them to Chester County. Since the aggregate costs for all municipalities in Pennsylvania did not reach a certain level, PEMA money will not be available to reimburse a portion of the expenses.
- The Township has prepared an invoice for PECO related to the costs incurred for the closing of Route 100. This invoice and one from the Ludwigs Corner Fire Department will be submitted to PECO for reimbursement. The Township is waiting for a response from PECO.
- Staff has prepared the annual report on the 457 Plan. It is currently being reviewed by the Plan Administrator before it will be submitted to the State.
- The Township has received \$175,213.18 in liquid fuel funds from the State.

6. **Township Construction/Maintenance:**

- The Road Department has been busy with numerous snow and ice events.

7. **Township Meetings Scheduled for the Near Future:**

-The Board of Supervisors will meet on Monday, March 10, 2014 at 7:30 P.M.

-The Northern Federation will hold its monthly meeting on Tuesday March 11, 2014 at 7:00 P.M. at the Warwick Township Building. The main item for discussion is setting up a web site for the Federation.

-I will be on vacation Friday March 14, 2014.

-The Sustainability Committee holds its monthly meeting on Tuesday March 18, 2014 at 7:30 P.M.

-The monthly Planning Commission meeting will be held on Thursday, March 20, 2014 at 7:30 P.M.

-The Board of Supervisors will meet on Monday, March 24, 2014 at 7:30 P.M.

ROAD MASTER REPORT

February 2014

Conducted ongoing maintenance and repair on Township equipment

Worked with Contractor removing timing trees on several roads in Township

Filled in potholes on various roads in the Township

Salted and plowed snow

Storm Clean up