

## **Township Manager Report**

For the Period Ending  
June 22, 2015

### **1. Township and Other Meetings Held:**

- The Board of Supervisors met on Monday June 8, 2015 at 7:30 P.M.
- The Northern Federation of Chester County Communities held its monthly meeting at East Coventry Township's Building on Tuesday June 9, 2015 at 7:00 P.M.
- The Sustainability Committee held its monthly meeting on Tuesday June 16, 2015 at 7:30 P.M.
- The Planning Commission, which was scheduled to hold its monthly meeting on Thursday June 19, 2015 at 7:30 P.M., cancelled its meeting. The July meeting is also cancelled.
- The Sustainability Committee's movie night was held on Friday June 19, 2015 at 7:00 P.M.
- Carroll Engineering opened the bids on Friday June 19, 2015 at 10:00 A.M. on Municibid for the seal coating of Township Roads.

### **2. Action Items for Board of Supervisors Meetings:**

- I have identified two architectural firms which have done substantial municipal work. I have met with both and have solicited a proposal for reviewing the Township's space requirements and making recommendations. I have received both proposals which have been forwarded to the Board.

### **3. Pending Subdivisions/Land Development/Applications:**

- Toll/Eagle Farms: The developer has begun building the new road. Clearing has begun for stormwater facilities in Phase 2. A resident has complained about cutting of trees. The Township Engineer has investigating this complaint. The developer has set the new culvert in Eagle Farms Road and has installed a new culvert on Chester Springs Road. The applicant is revising the plan to deal with a driveway on South Chester Springs Road. Nearby residents have complained about the look of the culverts. Resident have asked a series of questions, which has been referred to the developers for review and response. All questions have been responded to be the developers. Toll Brothers has responded with a proposal regarding stone facing of the culverts.
- Wilkinson Associates/Birchrun Village: Work is continuing by a Township employee to clear unwanted vegetation from the site. The EAC and members of the Park and Recreation Commission have been on the site and are preparing recommendations for the future uses at the site.
- West Vincent Associates/Brunner: The sale to Pulte went to closing. The letters of credit for West Vincent Associates were released and were replaced by new letters of credit from Pulte. There was a preconstruction meeting with the Township, the developer, the site contractor and the

Chester County Conservation District. Evans Mill is working on renewing the approved sewage module for the project.

- **Kanavy Land Development:** The Township has received an engineering review letter. The Planning Commission recommended conditional approval of the application. Materials were sent the applicant regarding the engineering review.
- **Batchelor:** Plan received November 21, 2013. Engineering review letter has been received. Representatives of the applicant attended the most recent Planning Commission meeting. The Planning Commission has recommended approval of the application. The applicant has granted a further extension to June 30, 2015.
- **NEWLY RECEIVED:**  
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4. **Miscellaneous:**

-Zoning Hearing Board Hearing Schedule:

-Pilotti: Appeal filed of Zoning Officer's determination.

Initial hearing scheduled for March 5, 2015. It was continued.

-The Township continued to respond to Right-to-Know requests. In 2013, the Township received 215 requests, 184 of which were from Brian Curry. In 2014, the Township received 75 requests, 60 of which were from Mr. Curry. To date, the cost for the assistant to help in responding to such requests has been \$1,560 through 12/1/14. The cost of staff time exceeds \$5,000. Mr. Curry spent over 5 hours inspecting documents which were produced to him in response to recent Right-to-Know Requests. He spent an additional 4 hours inspecting documents during the scheduled inspection for Tuesday afternoon November 25, 2014. In 2015, the Township has received 39 Right-to-Know Requests, 30 of which were submitted by Mr. Curry.

5. **Financial:**

-As of June 21, 2015, the Township has received 89.33% of the amount which it had budgeted for its real estate tax collections. Taxes are due, without penalty, by the end of June.

6. **Township Construction/Maintenance:**

-The Township has received two bids for sealcoat on a number of Township roads. Carroll Engineering is evaluating the bids.

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

-The Board of Supervisors will meet on Monday June 22, 2015 at 7:30 P.M.

-The monthly Regional Planning meeting will be held on Wednesday June 24, 2015 at 7:30 P.M. at the Schuylkill Township Building.

-Township employees will be meeting with representatives of DVHT on Tuesday June 30, 2015.

-The EAC will hold its monthly meeting on Wednesday July 1, 2015 at 5:30 P.M.

- The Park and Recreation Commission will hold its monthly meeting on Wednesday July 1, 2015 at 7:30 P.M.
- Township offices will be closed on Friday July 3, 2015 in observance of the Fourth of July holiday.
- An Executive Session of the Board of Supervisors is scheduled for Monday July 6, 2015 at 7:30 P.M.
- Staff will be meeting with the Township's liability insurance broker on Wednesday July 8, 2015.
- The Board of Supervisors will meet on Monday July 13, 2015 at 7:30 P.M.

**Treasurer's Report**  
For the Month Ended 5/31/2015

**Revenues**

<u>Type</u>	<u>Monthly Receipts</u>
EIT	\$ 267,766.22
RET	\$ 409,015.47
Transfer	\$ 38,872.59
Open Space	\$ 132,336.82
Other	\$ <u>92,507.22</u>
Total	\$ 940,498.32

**Expenditures**

**Bills Paid:**

<u>Bills List Date</u>	<u>Total Monthly Bills Approved</u>
5/11/2015	\$ 110,546.71
5/26/2015	\$ <u>161,327.34</u>
TOTAL	\$ 271,874.05

**Payroll:**

5/04/2015	\$ 57,535.56
5/18/2015	\$ <u>51,016.72</u>
TOTAL	\$ 108,552.28

**Debt**

**General Obligation:** Original Issue 2012 Bond: \$8,965,000  
Next payment due June 1, 2015 (PAID)  
Open Space Interest: \$ 77,072.50  
General Fund Interest: \$ 26,162.50  
**\$ 103,235.00**

**Equipment:**

<u>Payee</u>	<u>Amount</u>	<u>Due</u>	<u>For</u>
John Deere	18,634.91	4/2016	Mower and Tractor

**Fund Balances**

**General Fund Balances:** \$1,834,023.58

**Open Space Tax Receipts Balance:** \$1,770,194.21

**Liquid Fuel Funds:** \$281,597.69