

Township Manager Report

For the Period Ending
October 26, 2015

1. Township and Other Meetings Held:

- The Board of Supervisors meeting was held on Monday October 12, 2015 at 7:30 P.M.
- On Wednesday October 14, 2015 there was a breakfast meeting hosted by Representative Ryan Costello.
- The monthly Planning Commission meeting was held on Thursday October 15, 2015 at 7:30 P.M.
- Shredding services were available in the Township Offices parking lot on Saturday October 17, 2015 from 9:30 A.M. until noon.
- There was a meeting with representatives of the Dirt and Gravel Road project on Monday October 19, 2015.
- There was a meeting with representatives of Columbia Gas on Monday October 19, 2015 about recent incidents at the pumping station.
- The Sustainability Committee held its regularly scheduled monthly meeting on Tuesday October 20, 2015 at 7:30 P.M.
- There was a meeting with a resident regarding the Fox Hollow subdivision on Tuesday October 20, 2015.
- There was a meeting in Harrisburg on the Right-to-Know Law on Wednesday October 21, 2015.
- There was a meeting with residents and representatives of Toll Brothers on Thursday October 22, 2015.
- The Trash Task Force met on Thursday October 22, 2015 at 7:00 P.M.
- There was a meeting with a resident and counsel on the Eagle Farms Subdivision on Friday October 23, 2015.

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: Site work continues. Tammy and I met with residents of South Chester Springs Road to answer questions about the development and related issues. The developer has started the repair of South Chester Springs Road.
- 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 has prepared 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. Work continues on site. Stormwater facilities are being built on the Zarisniak farm parcel and on the main parcel.

- 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 approval was granted in June. The applicant has filed an appeal with the Court of Common Pleas of Chester County. Oral argument has been scheduled. The parcel is apparently for sale and the office has received several inquiries about the status of the subdivision.
- Goldfield: The application was approved at the Board meeting on September 28th.
- **NEWLY RECEIVED:**
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4. **Miscellaneous:**

-Zoning Hearing Board Hearing Schedule:

-Pilotti: Appeal was discontinued.

-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 85 Right-to-Know Requests, 53 of which were submitted by Mr. Curry. An attorney has filed an appeal with the Office of Open Records for the Police Department's denial of a request under the Right-to-Know Law. I prepared a response, which was filed with the Office of Open Records. The State Senate unanimously passed a bill amending the Right-to-Know law. It will among other things allow the Township to charge for responding to commercial requests. It will also clarify that a number of documents like W-2s are exempt from disclosure. The bill will now go to the State House.

5. **Financial:**

-A draft budget for 2016 has been prepared and shared with the Board of Supervisors.

6. Township Construction/Maintenance:

-Work has begun on the sidewalk to the school. The work should be completed, weather permitting, by November 3, 2015.

7. Township Meetings Scheduled for the Near Future:

-I will be on vacation from Saturday October 24, 2015 through Sunday November 1, 2015

-The next regularly scheduled Board of Supervisors meeting is Monday October 26, 2015 at 7:30 P.M.

-The monthly Regional Planning meeting is scheduled to be held on Wednesday October 28, 2015 at 7:30 P.M. at the Schuylkill Township offices.

-The Township Offices will be closed on Tuesday November 3, 2015 for Election Day.

-The monthly EAC meeting is scheduled to be held on Wednesday November 4, 2015 at 5:30 P.M.

-The monthly Park & Recreation Commission meeting is scheduled to be held on Wednesday November 4, 2015 at 7:30 P.M.

-The Board of Supervisors is scheduled to meet on Monday November 9, 2015 at 7:30 P.M.

Treasurer's Report
For the Month Ended 9/30/2015

Revenues

| <u>Type</u> | <u>Monthly Receipts</u> |
|-------------|-------------------------|
| EIT | \$ 132,544.48 |
| RET | \$ 8,346.58 |
| Transfer | \$ 75,904.02 |
| Open Space | \$ 66,811.66 |
| Other | <u>\$ 180,589.30</u> |
| Total | \$ 464,196.04 |

Expenditures

Bills Paid:

| <u>Bills List Date</u> | <u>Total Monthly Bills Approved</u> |
|------------------------|-------------------------------------|
| 9/14/2015 | \$ 84,812.53 |
| 9/28/2015 | <u>\$ 210,215.05</u> |
| TOTAL | \$ 295,027.58 |

Payroll:

| | |
|-----------|---------------------|
| 9/09/2015 | \$ 47,089.90 |
| 9/23/2015 | <u>\$ 50,437.61</u> |
| TOTAL | \$ 97,527.51 |

Debt

General Obligation: Original Issue 2012 Bond: \$8,965,000
Next payment due December 1, 2015
Open Space Interest and Principal: \$507,072.52
General Fund Interest and Principal: \$146,162.50
\$ 653,235.02

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

| | |
|--|----------------|
| <u>General Fund Balances:</u> | \$1,827,904.53 |
| <u>Open Space Tax Receipts Balance:</u> | \$2,020,100.86 |
| <u>Liquid Fuel Funds:</u> | \$8,909.58 |