

Township Manager Report

For the Period Ending
November 23, 2015

1. Township and Other Meetings Held:

- The Board of Supervisors met on Monday November 9, 2015 at 7:30 P.M.
- A representative of the French and Pickering Creek Conservation Trust monitored the easements it holds on Township properties on Wednesday November 11, 2015.
- I met with a resident on South Chester Springs Road on Friday November 13, 2015.
- I met with representatives of AFSCME on Monday November 16, 2015 to discuss the contract with the union.
- The Sustainability Committee's monthly meeting was held on Tuesday November 17, 2015 at 7:30 P.M.
- The Planning Commission's monthly meeting was held on Thursday November 19, 2015 at 7:30 P.M

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. The developer has repaired South Chester Springs Road. We are waiting for a revised plan from the developer which shows the Board's requested configuration for the gate and turnaround on South Chester Springs Road.
- West Vincent Associates/Brunner: Site work continues. The developer has started asking for building permits for houses. The developer's consultants are working with PADEP to extend the pump and haul permit.
- 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.
- **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 86 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. We are waiting for a decision. 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 is now being debated by the State House.

5. **Financial:**

-A draft budget for 2016 has been prepared and is ready for advertising and public inspection.

6. **Township Construction/Maintenance:**

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

-The Board of Supervisors is scheduled to meet on Monday November 23, 2015 at 7:30 P.M.

-The Township offices will be closed on Thursday November 26, 2015 and Friday November 27, 2015 in observance of the Thanksgiving holiday.

-The Turkey Trot will be held at the Township Park and nearby roads on Friday November 27, 2015. Registration starts at 9:00 A.M. The run for youngsters is at 10:00 A.M. and the 5K run is at 10:30 A.M.

-The monthly EAC meeting is scheduled for Wednesday December 2, 2015 at 5:30 P.M.

-The monthly Park and Recreation Commission meeting is scheduled for Wednesday December 2, 2015 at 7:30 P.M.

-I will be attending a seminar on Friday December 4, 2015 on how to draft an ordinance.

-An Executive Session of the Board of Supervisors is scheduled for Monday December 7, 2015 at 7:30 P.M.

-An arbitration with the Police bargaining unit is scheduled for Wednesday December 9, 2015.

-The combined November/December meeting of the Regional Planning Group is scheduled for Thursday December 10, 2015 at 7:30 P.M. at the Schuylkill Township Building.

-The next scheduled meeting of the Board of Supervisors is on Monday December 14, 2015 at 7:30 P.M.

Treasurer's Report
For the Month Ended 10/31/2015

Revenues

<u>Type</u>	<u>Monthly Receipts</u>
EIT	\$ 40,870.53
RET	\$ 9,370.40
Transfer	\$ 15,686.20
Open Space	\$ 20,672.12
Other	<u>\$ 258,296.35</u>
Total	\$ 344,895.60

Expenditures

Bills Paid:

<u>Bills List Date</u>	<u>Total Monthly Bills Approved</u>
10/12/2015	\$ 231,142.39
10/26/2015	<u>\$ 95,739.73</u>
TOTAL	\$ 326,882.12

Payroll:

10/07/2015	\$ 49,802.18
10/21/2015	<u>\$ 47,508.90</u>
TOTAL	\$ 97,311.08

Debt

General Obligation: Original Issue 2012 Bond: \$8,965,000
Balance outstanding as of 12/31/15: \$7,500,000
Next payment due December 1, 2015
Open Space Interest and Principal: \$507,072.50
General Fund Interest and Principal: \$146,162.50
\$ 653,235.00

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: \$1,374,922.74

Open Space Tax Receipts Balance: \$2,040,760.13

Liquid Fuel Funds: \$8,891.62

