

**West Vincent Township
Board of Supervisors Meeting
November 21, 2022 7:00 PM
Minutes**

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This meeting is being recorded**

Attendance: Sara Shick, Vice Chair, Dana Alan, Member, John Granger, Township Manager, Mark Thompson, Township Solicitor, Kathy Shillenn, Township Secretary; Bernie Couris, Chair - absent

Vice-Chair Shick called the Meeting to order at 7:00 PM

Ms. Shick announced that an Executive Session was held on October 24, 2022 to discuss a personnel matter; also a meeting was held with PennDOT regarding replacement of the Birch Run Bridge at Hollow Road.

MOTION by Mrs. Alan to approve the minutes of October 17, 2022; second by Ms. Shick.
Motion carries unanimously.

Police Report: Sgt. Russell read the report. Report on file.

Presentation: 2021 Audit Presentation by Steven Kutsuflakis, CPA – Barbacane, Thornton and Co.

Announcements: Ms. Shick announced that the township is accepting letters of interest from resident to serve on Township Committees; letters should be sent to Kathy Shillenn, Township Secretary. There is also a volunteer application online.

Mrs. Alan announced that Santa will be coming on December 10th for photos with pets.

Reports:

Bills List: **MOTION** by Mrs. Alan to approve the Bills List for all township expenditures in the amount of \$2,727,719.74; second by Ms. Shick.

There being no comments or questions, *Motion carries unanimously.*

Treasurer's Report: Mr. Granger gave the report. Report on file. **MOTION** by Ms. Shick to accept the Treasurer's Report; second by Mrs. Alan.

John Eldridge, 1634 Hilltop Road commented that there are so many nit-picky things. Such as the date, portrait and landscape issues, no budget in the report. The September report hasn't

Acknowledge Receipt of Subdivision/Land Development Plan - Pothouse-Kimberton Self Storage Facility - The Board of Supervisors has acknowledged this Pothouse-Kimberton Self Storage Facility Plan.

Adoption of the 2023 Preliminary Budget - MOTION by Mrs. Alan to adopt the 2023 Preliminary Budget; second by Ms. Shick.

Mr. Granger commented that budget calls for no tax increase for the year; provides for projects including paving of Hollow Road and Flowing Springs Road, construction of Fellowship Trail, work at Opalanie Park and some equipment purchases.

John Eldridge, 1634 Hilltop Road commented that he did not hear the police station building mentioned. Mr. Eldridge stated that he thought there was \$7,000,000 borrowed for the police station building. He feels some space should be provided to the police, but the building presentation was quite excessive and lavish. Mr. Granger stated that he feels the police building discussions will take up much of the year and does not anticipate going out to bid in 2023.

There being no further comments or questions, *Motion carries unanimously.*

Approve Release of Retainage Amount for Workforce Construction, Inc. in the amount of \$9,498.00 for Kimberton Road Bridge Work - MOTION by Mrs. Alan to approve the release of the retainage amount for Workforce Construction in the amount of \$9,498.00 for Kimberton Road Bridge Work; second by Ms. Shick.

There being no comments or questions, *Motion carries unanimously.*

Approval of Corrected Uniform MMO - MOTION by Mrs. Alan to approve the corrected Uniformed MMO in the amount of \$45,638.00; second by Ms. Shick.

Resident asked what does MMO mean. Mr. Granger stated that it means the Minimum Municipal Obligation that the township is required to pay to the pension funds. It is a calculation provided by the state.

There being no further comments or questions, *Motion carries unanimously.*

Acknowledge John Barnett's and Steve Austin's Resignation from the Sustainability Committee - MOTION by Ms. Shick to acknowledge John Barnett's and Steve Austin's resignation from the Sustainability Committee; second by Mrs. Alan.

Barry DiLibero, Pottstown Pike asked if there was any particular reason why they resigned? Ms. Shick stated two different reasons. Mrs. Alan stated that Mr. Barnett is committed to other things and Mr. Austin had other pursuits.

Acknowledge Geetha Reddy's Resignation from the Human Relations Commission - The Board of Supervisors acknowledge Ms. Reddy's resignation.

Barry DiLiberio asked the same question as the previous one. Ms. Shick stated Ms. Reddy was busy with other parts of her life.

Appointment of John Rice of Grim, Biehn and Thatcher as Special Land Use Counsel at a Rate of Compensation in the Amount of \$250.00 per hour – MOTION by Mrs. Alan to appoint John Rice of Grim, Biehn and Thatcher as Special Land Use Counsel at a Rate of \$250.00 per hour; second by Ms. Shick.

Julia Braendel, 2472 Flowing Springs Road asked what exactly a Special Land Use Counsel is. Mr. Granger stated that he represents the Board of Supervisors for any land use matter such as subdivision/land developments or other uses that come before the board.

There being no further comments or questions, *Motion carries unanimously.*

Audit Presentation – Steven Kutsuflakis of Barbacane, Thornton and Co. provided the audit presentation.

John Eldridge, 1634 Hilltop Road stated he made up a list of comments and sent them into the office to be forwarded to Mr. Kutsuflakis. Mr. Eldridge stated he didn't receive them. Mr. Granger stated that he sent them to Mr. Eldridge. Mr. Eldridge commented he has a couple of issues. First was modified accrual – paying more interest? Mr. Kutsuflakis stated no. The township income/audit income varies by \$300,000. In Mr. Kutsuflakis' statement he said the budget income was \$380,000; in the approved budget it was \$158,000. When the budget is approved it's on a cash basis, when the audit is prepared it is on a modified accrual basis. In the budget it was planned on transfers of \$123,000 and wound up at \$2,800,000. Is that something that could be added to footnotes? In the capital equipment fund it shows office supplies, minor equipment, bank service charges; does that seem inconsistent with the statement? Mr. Granger stated the capital equipment fund is only for capital equipment. Mrs. Alan feels that a lot of the discrepancies are due to the modified accrual and makes it a bit confusing. Mr. Kutsuflakis stated that there will be a transition to full accrual.

Public Discussion

Clare Shelfingle, on behalf of Chester County Library – Ms. Shelfingle presented information on two upcoming programs at the library. There will be a holiday craft show returning on Saturday, December 10th at Chester County Library. Both libraries, Exton and Chester County will conduct a lite reading program in February.

Barry DiLiberio, Pottstown Pike stated there were election issues; some kind of issues in the lobby. Something to do with someone breaking a table. Mr. Granger stated it was a result of communications with Voter Services. This will be the last year that there will be people in the lobby for political parties. John will leave it up to the Board of Supervisors. Mrs. Alan also feels there should be no one at the campaigning at the door.

Julia Braendel, 2472 Flowing Springs Road stated that the other night she was at the Planning Commission and asked a question regarding Certificate of Occupancy permit in the Township. It was not the correct place to ask the question; she was told by Ms. Shick to ask the question at the Board of Supervisors meeting. Does the township not have a Temporary Certificate of Occupancy? Is it possible that to have a temporary Occupancy Permit? Mr. Granger stated that there has never been an inspection of the dwelling units. Mr. Thompson stated that there were issues related to the actual completion of the land development plan. Ms. Braendel asked if there are temporary U&O's issued in this township.

Ms. Braendel also commented on stormwater management. Her opinion on this is that we don't need to beat up the people doing new construction. Ms. Braendel feels that the regulations are too onerous. She feels that the township should go back and look at the residents that are not maintaining older stormwater systems.

Barry DiLiberio, Pottstown Pike asked about the Hollow Road Birch Run Bridge; where exactly is that located. Ms. Shick stated that it is at the intersection of Hollow Road and Birch Run.

Resident, St. Matthews Road stated that she wished an officer would hang out at her driveway to give tickets out. Regarding the proposal for the pickle ball courts and playground, why does West Vincent have to be the entertainment township of Chester County. Mr. Granger stated that the pickle ball courts were requested by township residents. The township also feels that there will be a need to expand the playground for the older group of children. The resident feels like the township doesn't need pickle ball courts and another playground.

Ted Molligen, 1201 Davis Lane spoke about Mr. Couris; people that are around Mr. Couris should consider wearing masks due to his suppressed immune system.

Ken Alan, 21 Ivy Lane commented that the Park and Recreation Commission had received the proposal from township residents for the pickle ball courts and playground. Mr. Alan encourages residents to attend the Park and Recreation Commission to discuss their concerns.

There being no further discussion, the **MOTION** to adjourn was brought forward by Mrs. Alan; second by Ms. Shick. *Motion carries unanimously.*

Meeting adjourned at 8:12PM

Respectfully Submitted,
Kathy Shillenn
Township Secretary