

**West Vincent Township
Board of Supervisors
Virtual Meeting**

April 6, 2020 7:00 PM

Attendance: Mike Schneider, Chairman; Bernie Couris, Vice-Chairman; Sara Shick, Member; Erica Batdorf, Township Manager; Kathy Shillenn, Township Secretary

Chairman Schneider called the Meeting to order and announced Virtual Meeting Procedures at 7:00 p.m.

Mr. Schneider announced that an Executive Session was held on Monday March 30, 2020 at 3:00 pm to discuss Personnel.

MOTION by Ms. Shick to approve the minutes of February 18, 2020; second by Ms. Shick.
Motion carries 3-0

MOTION by Ms. Shick to approve the minutes of the March 2, 2020 Workshop; second by Mr. Couris. *Motion carries 3-0.*

Manager's Report: Ms. Batdorf gave an update on COVID-19; thanked all that attended virtually and hoped that everyone is doing well and taking precautions. The township is working alongside Chester County and the Governor's office in getting information out to the public. The township meeting is being held via Zoom so Ms. Batdorf explained how the public could use the chat to ask questions and also explained how those that call in would be acknowledged. The township office has been closed to the public since March 16th. All non-essential meetings have been cancelled. We have been working on getting the Zoom system up and running for committee meetings to be held virtually. The Disaster Declaration has been in effect and we have been renewing it in seven day increments. This evening, on the Agenda, we now have model language through the county to allow the township to leave the declaration open ended so that the township can watch and anticipate this situation and move the township forward. To date, Chester County has 304 confirmed COVID-19 cases and three deaths. There are four confirmed cases in West Vincent Township. COVID-19 maps and updates are available on the Chester County website. Mr. Schneider asked if we have the number of recovered cases. Ms. Batdorf said that it should be on the County website. The township has been putting out information and alerts related to helping businesses. The public is urged to use safe social distancing at the township parks. The playground and basketball court is closed and the athletic field use is suspended at this time. The Community Garden remains open to residents who had plots last year. The Community Day has been cancelled for Saturday, June 13th. The Primary Election has been moved to June 2nd; Ms. Batdorf reviewed other date extensions and thanked all the health care workers, first responders and everyone pulling together as a community during this difficult time. Ms. Batdorf also reminded residents to complete the 2020 Census.

The Building and Zoning Department is accepting permit applications electronically; there are PDF fillable forms on the township website which we are processing remotely. We are doing this with an acknowledgment form due to the governor's office closing non-essential, non-life sustaining businesses due to COVID-19. Right now permits will be approved but not issued until the township reopens. In the Finance Department, the February 2020 report is complete; the Audit Report is almost complete. The Financial Statements for 2019 are not completed yet; DCED has given townships additional time. The Public Works Department has been filling potholes and answering PA One Calls; they are only handling truly essential needs right now. Regarding the Bryn Coed Demolition Project, all the structures are now down; ReClaim has demobilized due to COVID-19. Later on in the meeting is a Change Order for ReClaim to suspend the project until work is allowed to start up again. Ms. Batdorf noted that Thursday, April 9th will be her last day with the township. She thanked the Supervisors, Residents and Staff for the opportunity to work with everyone.

Police Report: Ms. Batdorf reviewed the report. Report acknowledged as received. Mr. Couris asked if the police department has been able to secure masks and gloves and also if there has been any contact by the police with anyone who has the virus.

Treasurer's Report: Ms. Batdorf reviewed the Treasurer's Report. The updated Treasurer's Report comprises the fund balances for the year in addition to where we are with the budget for 2020. It's a nice snapshot of both where we are from fund balances and where we are from budget for all funds. Ms. Batdorf reviewed the Budget Summary.

Bills List: MOTION by Mr. Couris to approve the Bills List in the amount of \$525,021.76; second by Ms. Shick.

With no questions or comments, *Motion carries unanimously.*

Announcements: None.

Correspondence: None.

Presentation: None.

Subdivision/Land Development:

2969 Horseshoe Trail - Patricia Morgera Resolution of Approval - MOTION by Ms. Shick to approve Resolution No. 13-2020, Morgera Preliminary/Final Subdivision and Land Development Plan for 2969 Horseshoe Trail for a Two-Lot Single Family Dwelling Development; second by Mr. Couris.

With no comments or questions, *Motion carries unanimously.*

Old Business:

1147 Hollow Road – Zoning Hearing Application, Hearing TBA – Ms. Shick stated that she would like to suggest that the township be represented by Council in that hearing and that this is the second hearing on this parcel; she recommends bringing on the Solicitor who won the case for the township to represent the township again. Mr. Schneider stated that's fine but we don't have a motion for that. It's not on the agenda, we can put it on the agenda for next meeting. Ms. Batdorf stated that there was a previous meeting where the application was acknowledged; it is on the agenda because the hearing was scheduled, but due to the circumstances, we are announcing that we are looking have the zoning hearing probably at the end of May. The hearing date will be announced at a later time. Ms. Shick asked how many days in advance the Board will know so that they can act pretty quickly whenever the meeting is set. Mr. Couris feels that the motion should be made at this meeting.

MOTION by Ms. Shick that the township be represented by Council for the Flather Zoning Hearing Board of 1147 Hollow Road and further recommend to bring Mike Crotty in as Council since he previously represented the township at that location with this homeowner; second by Mr. Couris.

With there being no comments or questions, *Motion carries 2-1 with Mr. Schneider voting no.*

Authorize Transfer of Capital Reserve Funds to Reimburse Open Space Maintenance Account for Bryn Coed Demolition Expenses – Mr. Schneider stated that he feels this is wrong to double tax the residents of West Vincent.

MOTION by Ms. Shick to authorize the transfer of \$316,847.07 from the Capital Reserve Fund to the Open Space Maintenance Fund to offset the Bryn Coed Dairy Complex Demolition costs to date with the understanding that all future invoices will be paid from the Capital Project Reserve Fund for this project; second by Mr. Couris.

Jane Altmann, 276 Blackhorse Road asked why the township is doing this. She thought the original plan was that the Bryn Coed cost was supposed to be \$1.9 million which would include the demolition; the township then decided to take on the demolition and pay a much lower price. Now, all of a sudden, you want to take the money out of the capital reserve. The treasurer's report was saying how careful the township has to be and now you're taking the money out and putting it towards open space. Ms. Altmann stated that she is not against open space and doesn't understand what is going on. Mr. Couris explained that originally he proposed putting all of the \$4 million proceeds from the sewer sale into the open space fund. That was overruled and nothing went into open space. Then the Board wanted to dip into open space funds further to enhance the demolition of the cow palace. Ms. Altmann stated that it was not enhancing but that the Board was doing what was required for the purchase from Natural Lands. That's why she is questioning this. Ms. Shick stated that Ms. Altmann mentioned that this was all of a sudden, but Ms. Shick spoke of this in the January and February meetings. This is not a new topic. It was discussed at length because Ms. Shick had put the motion forward in January and February that the change would be made as soon as the township was able, which was April. Ms. Shick re-opened the budget because she was a new supervisor and she was able to request to re-open the annual budget. It's not a new thing, this

is something whose time has come. Ms. Altmann stated that she feels this is very fiscally irresponsible. Mr. Schneider agreed with that comment.

Brian Curry, 512 Blackhorse Road, via telephone stated that it sounds like this is an open space project and the township had open space money being used on an open space project. Now you're saying that you do not want to spend it on the open space project of the Bryn Coed properties because we want to go and spend that somewhere else. That we'll use general fund monies instead. It doesn't make sense to him that there is open space money to be spent on open space but instead you are going to use it on another version of open space. The township has money coming in every year in excess of what the bond payments are to cover that sort of thing. It's being taken from the general fund, using the term that Ms. Shick used, a windfall. Mr. Curry stated that no, this is not a windfall, it was a sale of capital items. Mr. Schneider has suggested that they were going to put this into the roads, which are capital items. Open space is used intermittently. Roads are much more important to people going about their life than open space. It's not a windfall; that is just the incorrect term. It's pejorative.

There being no further comments or questions, *Motion carries 2-1 with Mr. Schneider voting no.*

Authorization of Advertisement of Anti-Discrimination Ordinance – Mr. Schneider asked if this ordinance has been posted to the website. The residents need to have time to review this before it is advertised. Ms. Shick noted that there was a clause missing to make the motion to authorize the advertisement of the ordinance once the township is back in business. Mr. Schneider stated that there is no need for this. It needs to be posted on the website for review and have comments before it is advertised. Mr. Schneider suggests that this be tabled. Ms. Shick feels like we are dragging our feet when we could be moving ahead. Mr. Schneider wants the residents to see this, review it and have comments about it before we move to advertise it. Mr. Couris is in agreement with Mr. Schneider. *The motion for this authorization is tabled.*

West Vincent Township Declaration of Disaster Emergency – Ms. Batdorf stated that no motion is needed. This is will be posted on the website; the big change is that this declaration will be put in place until further notice so that we won't have to change it in seven day increments.

Bryn Coed Dairy Complex Demolition Contract – Reclaim Inc. Change Order #4 – Contract Suspension – **MOTION** by Ms. Shick to Authorize Change Order #4, Bryn Coed Dairy Complex Demolition Contract Suspension; second by Mr. Couris.

There being no comments or questions, *motion passes unanimously.*

Ratification of State Cooperative Purchasing Agreement (COSTARS) Salt Participation Agreement for 2020-2021 – **MOTION** by Ms. Shick to Authorize the Ratification of the State Cooperative Purchasing Agreement (COSTARS) Salt Participation Agreement for 2020-2021; second by Mr. Couris.

Brian Curry, 512 Blackhorse Road via telephone stated that in the past, the township joined with other municipalities in different cooperative agreements or is the COSTARS salt purchase deal the best deal. Ms. Batdorf stated that this salt purchase is usually the best deal; it's gone up \$61.00 from 2108 to 2019. We watch this per ton. Since we have had such a mild winter, we've reduced the amount that we were looking to secure for the 2020-2021 contract to 500 tons. Right now we can keep the allotment that we have on hand.

With no further comments or questions, *motion carries unanimously.*

Authorization to Approve AFSSCME Collective Bargaining Agreement January 1, 2020 to December 31, 2022 – MOTION by Ms. Shick to Authorize the Approval of the AFSCME Collective Bargaining Agreement January 1, 2020 to December 31, 2022; second by Mr. Couris. Mr. Schneider asked if this was also posted to the website. Ms. Batdorf stated that it was not but that it will be posted. Mr. Couris asked how much of a change was there over the last contract. Mr. Schneider stated that the significant one was the contribution to insurance premiums. Ms. Batdorf stated that the contribution is 3%. The raise amounts may be a little bit more than the previous agreements. Ms. Batdorf stated that there are two positions which had a structural increase and changed the hourly rate of pay. The positions are the permits administrator and the police secretary. There is a wage scale added now. There is also the addition of one holiday, Martin Luther King Day. There was some language tweaked in regard to healthcare and the maintenance of dues. Mr. Schneider asked if anyone in the meeting has any objections to the board voting on this.

Brian Curry, 512 Blackhorse Road via telephone stated that Mr. Schneider makes a good point. It would be nice to have this information available to the public before it is voted on. It is good that the township manager gave a summary of what the changes are. Mr. Schneider stated that he does agree that Ms. Batdorf did give a recap and he is ok with moving forward. Ms. Shick stated that we had also engaged our solicitor to review this.

With no further comments or questions, *motion carries unanimously.*

Authorization to Approve the Police Officer's Association Collective Bargaining Agreement January 2, 2019 to December 31, 2022 – MOTION by Ms. Shick to authorize the approval of the Police Officer's Association Collective Bargaining Agreement January 2, 2019 to December 31, 2022; second by Mr. Couris.

Ms. Batdorf stated that this is a four year contract; in bargaining with the police it will be 3% in year one, 3.75% in year two and 4% for the last two years as far as base wages. Longevity payment changed and it is now every five years the officers will receive a \$1500 payment, in addition another tier was added for vacation for those police officers who have been with the township a bit longer. Officers with 12 or more years of service will receive 20 vacation days per year. For healthcare there will be a 3% contribution. Additionally, for retirement, the minimum retirement age will be reduced from 55 years to 54 years of age and also amended the police pension plan to include a deferred retirement option (DROP). Ms. Shick wanted to thank the police for talking with the board and not going to arbitration.

With no comments or questions, *motion carries unanimously.*

Public Comment on Non-Agenda Items:

Mr. Couris stated that he wanted to say one more time that it has truly been a pleasure to work with Ms. Batdorf and the community owes her a bunch and that we will sorely miss her. Ms. Shick stated that we will be looking for an interim manager to help keep things going until we can find a manager.

Brian Curry, 512 Blackhorse Road via telephone added that Ms. Batdorf has always been tremendous in answering questions about the bills list or anything else he would email her about. She was always tremendous in the meetings, including a budget presentation every year. Thank you Erica.

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

Meeting adjourned at 7:50 PM

Respectfully Submitted,

Kathy Shillenn
Township Secretary