

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

**May 18, 2020 7:00 PM**

Attendance: Mike Schneider, Chairman; Bernie Couris, Vice-Chairman; Sara Shick, Member; John Granger, Interim 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 Thursday, April 30, 2020 at 4:00 PM to discuss Personnel.

**MOTION** by Mr. Couris to approve the minutes of April 20, 2020; second by Ms. Shick.  
With no comments or questions, *Motion carries 3-0*

**Police Report:** Chief Swinger read the police report. In addition, Chief Swinger wanted to thank the following individuals for providing personal protection equipment over the past few month. Sandy Malamud for the cloth face masks, Chris Bechtel and Mark Kimbro for the custom made helmets and face shields, Bob and Shelley Coughatta for the Tyvek suits, Matt Bell for the plastic face shields, Kenny Wang for the N95 masks, Uwchlan Ambulance, Ludwig's Corner Fire Company QRS, and West End Ambulance for the N95 masks and our West Vincent EOC Director Jim Gooding for obtaining masks, sanitizer, gloves and disinfectant spray. On behalf of all the police officers, they sincerely appreciate the generosity and support of the community.

**Bills List:** **MOTION** by Mr. Couris to approve the Bills List in the amount of \$244,139.46; second by Ms. Shick.

**Brian Curry via telephone** had several questions that he sent into the office which were answered. Another question he had concerned the Groff Tractor and Equipment backhoe repairs. Transmission work was done on backhoe #1; a complete rear axle was replaced a few months back that was discussed at a previous meeting. The question is, did the previous work affect the transmission somehow? Maybe there should be some additional checking up on this before the bill is paid. Mr. Granger stated that he would take care of this and will have a report by the end of the week.

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

**Treasurer's Report:** Mr. Granger reviewed the Treasurer's Report. The General Fund receipts for the month totaled \$405,653.00 and receipts were \$229,775.00 for a total of a little more than \$500,000. That is comparable to the First Quarter in terms of revenues which is generally a little less than 25% due to the Earned Income Tax deposit being made in April. The expenses appear to be on budget at about 19%. Since Mr. Granger was not here during the first quarter of the year he can not comment on any other expenses. He did note that the township did receive the Liquid

Fuels tax receipts for this quarter. Mr. Granger also noted that due to the lack of travel during the first quarter of this year, receipts for next year will be less. Ms. Hogrelius reviewed the fund balance. The General Fund balance is about \$2,248,129.67 which is 42% higher than this time last year. The Open Space Fund balance is \$1.6 million which is about 7% higher than last year. The Sewer Fund is 31% higher than last year but that depends on when the bills go out and receipts come in since the township is on a cash basis. Liquid Fuels is \$260,995 as of March, Capital Projects \$1.5 million ending balance, Capital Road \$1.7 million.

**Manager's Report:** The administration ordered two PC's; one for the manager and one for the secretary at a cost of \$1,370.00. They were budgeted. Mr. Granger also met with other managers and a few others to put in place Pandemic Response for contractors. The parking lot at Bryn Coed was stoned for a cost of about \$200. The Township received a notice from a contractor working with PennDOT that West Seven Stars Road in East Vincent Township will be closed some time next year to repair the covered bridge. There will be detours (to be determined) affecting some West Vincent Township roads. The highway department repaired a fence at the park and will be putting mulch in the playground area. GVWA planted some trees at Bryn Coed Park through a grant. Tires were replaced on one of the MACK trucks, the tires were very bald. The truck just barely passed inspection.

Mr. Couris asked if the duration of the bridge closure is known. Mr. Granger commented that he thinks it is for one year.

**Announcements:**

**Correspondence:** None.

**Presentation:** None.

**Subdivision/Land Development:** None.

**Old Business:**

**Anti-Discrimination Ordinance** – Mr. Schneider stated that there is a new date for the discussion of the Anti-Discrimination Ordinance. It is deferred until June 15<sup>th</sup>. Comments on the draft ordinance will be accepted until 4:00PM on Tuesday, May 26<sup>th</sup>. Ms. Shick asked if the date is presuming that the township will be in yellow or green by then so that we can have a meeting with everyone in the same room. Mr. Schneider stated yes.

**New Business:**

**Authorization to Advertise for Bids for Road Materials for 2020/2021** – MOTION by Mr. Couris to authorize Advertisement for Bids for Road Materials for 2020/2021; second by Ms. Shick.

**Brian Curry via Telephone** there was some discussion with the previous Road Master about adjusting both the materials and the quantities. Is the request for bids being adjusted on either the types of materials or the quantities of them to reflect what we are using? Ms. Shillenn stated that she spoke with Mike Hogga, our new Road Master. He stated that the township will request the same quantities as last year.

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

**Payment Recommendation #3 for Berg Construction, LLC - 2019 Road Program** - MOTION by Ms. Shick to approve Payment #3 (final) to Berg Construction, LLC in the amount of \$74,044.08 for the 2019 Road Program; second by Mr. Couris.

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

**Consider Adoption of Resolution Approving an Application to DCED for a Grant in the Amount of \$35,000 for a Township Wide Park and Trail Master Plan** - MOTION by Ms. Shick to approve Resolution No. 13-2020, Requesting a Greenways, Trails and Recreation Program (GTRP) grant of \$35,000 from the Commonwealth Financing Authority for West Vincent Township Parks and Trails Master Plan; second by Mr. Couris.

Ms. Shick discussed this. The Township applied for a Vision Partnership Grant which the Township was not awarded. This grant is following up with a different funding source, although the County said the Township could apply again in the fall. Mr. Schneider asked what the Township's obligation will be for the grant request of \$35,000. Mr. Granger stated that the township obligation would be \$15,000. Ms. Shick stated that this is the same terms that the Vision Partnership was. Mr. Schneider asked what the grant was for. Ms. Shick stated it is for our Parks and Trails so that the township has a unified vision of all parks and trails system. Mr. Granger commented that the state will not supply any grant funding for any parks projects unless there is a Master Plan for the park or the township. Mr. Schneider stated that the township has a couple parks, but there is not major planning to be done; there are trails all over the place, most of which we don't have access to because they are on private property. Mr. Schneider does not know what a Master Plan would do for the township; just like the Multi Modal Plan, it is a waste of money. Ms. Shick stated that the purpose of the plan would be to address those things that Mr. Schneider just spoke about. Part of this plan would be to inventory the trails. Mr. Schneider stated that all you need to do is talk to Bill Holderness and he could give it to the township. Mr. Granger stated that he has not received the trail map that Mr. Holderness was going to send him after the Park and Rec meeting last week.

**Brian Curry via Telephone** asked why the township would hire someone to look at the trails, when the township has people that are interested in trails and could probably do this.

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

**Consider Adoption of Resolution Extending the Face Period for Township Real Estate Taxes to December 31, 2020** - MOTION by Ms. Shick to approve Resolution No. 14-2020, Extending the Period in which Real Estate Taxes may be paid at the Base Rate by Adopting a Penalty Rate of 0% for 2020; second by Mr. Couris.

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

**Consider Adoption of Resolution No. 5-2020 (Revised) - Updating WVT Fee Schedule** - MOTION by Ms. Shick to approve Resolution No. 5-2020 (Revised), Updating the WVT Fee Schedule; second by Mr. Couris.

**Suzanne Nastase via computer** asked what the resolution is? Mr. Schneider stated that this is to correct a typo.

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

**Consider Approval of Signal Service Traffic Signal Maintenance Agreement at \$950 per Year** - MOTION by Ms. Shick to approve a Two-Year Signal Service Traffic Signal Maintenance Agreement in the amount of \$950 per year; second by Mr. Couris.  
With no comments or questions, *Motion carries unanimously.*

**Consider Quote from John B. Ward for \$1440 for Treatment of Ash Trees at Evans Park Surrounding Perimeter of Baseball Field** - MOTION by Ms. Shick to approve the quote from John B. Ward, Arborist of \$1440 for Treatment of Ash Trees at Evans Park surrounding the Perimeter of Baseball Field; second by Mr. Couris.

Mr. Couris asked if Mr. Ward is licensed in both pest control and as an arborist? Has Mr. Ward given the viability of the ash trees? Ms. Nastase from Park & Rec Committee stated that Mr. Ward looked at them last fall; there is two trees that are not flourishing. Mr. Couris asked if the treatment will cure not only the ash borer problem but also bring vitality back to the trees. Ms. Nastase felt that Mr. Ward was optimistic about the trees recovering; there is no guarantee but feels that the trees will recover. Ms. Nastase also noted that this is a two-year treatment. All eight ash trees will be treated.

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

**Authorization to Advertise Ordinance Amending Police Pension Plan in Accordance with MOU Reached with Police Officers** - MOTION by Ms. Shick to Authorize the Advertisement of the Ordinance Amending the Police Pension Plan in Accordance with the MOU Reached with West Vincent Township Police Officers; second by Mr. Couris.

**Brian Curry via Telephone** asked what does the MOU say? What does it cover? Ms. Shillenn stated that the MOU is posted on the website under Township Notices. Ms. Shick stated that this is just the final step to make everything official. Mr. Granger stated that for the benefit plan to be effective, PMRS needs to have them included in the pension document.

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

**Public Comment on Non-Agenda Items:**

**Suzanne Nastase, Park and Rec via Computer** stated that she sent in a motion that parks and rec had approved in March to charge for the water hook-up for the garden. It was due to go to the supervisors in March, but the meeting was cancelled. At the last Park and Rec meeting it was brought up again. It is a modest charge of \$15.00, \$20.00, and \$25.00 per plot based upon the plot size. Ms. Nastase submitted the motion to be discussed today, but it did not get on the agenda. Mr. Couris asked if this charge is a one-time hook-up charge or a monthly charge. Ms. Nastase stated that it is a seasonal charge. That charge will be assessed each season. Mr. Schneider stated that it would be for a period of five years. Ms. Nastase stated that, at the moment, it will not be paid off in the five years based on the number of gardeners and the amount that was assessed. Mr. Couris asked Mr. Schneider is this could be agreed to be paid out of the general fund. Ms. Nastase stated that the Gardeners voted on this and agreed to pay for the water hook-up. Ms. Nastase stated that with the new season of gardening the committee wanted to start implementing the assessment. Mr. Couris asked if there was any disagreement among any of the plot users. A majority approved the fee. Ms. Hillegas, Park and Rec Committee said that this voting happened in July of 2018. In 2018, the Supervisors unanimously voted to approve the surcharge. Mr. Couris asked if the funds go into Park and Rec or into the general fund. Ms. Hillegas said that it would go into the general fund. Mr. Schneider asked Ms. Nastase to bring

the discussion to the Park & Rec Committee again and bring it forward for next year. Mr. Couris asked if everything should flow through Ms. Shillenn. Ms. Nastase stated that someone needs to be at the garden to assign plots. Ms. Hogrelius can get the information on the costs of the water hook-up and a listing of plots that were paid for. Ms. Nastase thanked Public Works for the railings being replaced and the gardener will be starting also. She will be pulling weeds and doing some plantings.

Ms. Shick thanked Public Works and Mr. Granger also for getting the parking lot at Bryn Coed Township Park stoned and putting arrows on the trail to connect the township parking lot to the Natural Lands trail.

**Bill Holderness, Park and Rec Committee** commented regarding the trails; there were about five maps, two do not exist, which he will have to draw again. Mr. Schneider asked if Mr. Holderness had mapping for all the public trails. Mr. Holderness stated that one for the Bryn Coed Trail. He also has a map for Veronica Drive (Fox Hollow). French Creek Trail is still being flagged. Mr. Schneider asked what other public trails the township has. Mr. Holderness stated that there are a lot of little stubs. Mr. Schneider commented to Mr. Holderness that there was an approval earlier for a grant for mapping of trails in the township. Mr. Schneider stated that grants are not free money.

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

Meeting adjourned at 8:00 PM

Respectfully Submitted,  
Kathy Shillenn  
Township Secretary