

West Vincent Township  
Board of Supervisors Meeting

September 4, 2018 7:00 PM

Attendance: Chairman, John Jacobs, Vice Chairman, Mike Schneider, Erica Batdorf, Township Manager and Kathryn Shillenn, Township Secretary Absent: Bernie Couris, Member

Chairman Jacobs called the meeting to order at 7:00 p.m.

**Approval of Minutes**

**MOTION** by Mr. Schneider to approve the August 20, 2018 minutes as submitted; Mr. Jacobs seconded the motion. *Motion carries unanimously.*

**Reports:**

**Bills List:** **MOTION** by Mr. Schneider to approve the Bills List dated September 4, 2018 in the total amount of \$89,383.04; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed the Treasurer's Report that was provided. This is a work in progress and resident's feedback is welcome. Mr. Jacobs asked if the goal will be to have year-to-date expenses each month. Ms. Batdorf stated that yes, this is something that she and the Treasurer are working through.

**John Eldridge, 1634 Hilltop Road** asked if it will be year-to-date eventually. Ms. Batdorf stated yes. Mr. Eldridge feels that some highlights of expenditures would be helpful in the future.

**Brian Curry, 912 Blackhorse Road** stated that looking at the number for revenue, Public Safety is close to \$60,000.00; is this for traffic fines or are other items also included? Ms. Batdorf stated that it does include some other items such as Building Department expenses for items attributed to safety.

**Sara Shick, 1201 Davis Lane** stated that looking at some accounts balances on page 2, it looks like a bunch of them are residuals from the sewer sale. Is that our money? When will it be consolidated into an operations account? Ms. Batdorf discussed there is a plan to close smaller accounts and consolidate the funds. It is yet to be determined how all the sewer funds will be designated and assigned in the future.

**John Eldridge, 1634 Hilltop Road** stated that it might be handy to consolidate some of these numbers.

**Brian Curry, 912 Blackhorse Road** asked if the account balances are actual separate account balances or notational balances. Ms. Batdorf stated that they are actual account balances.

**Manager's Report:** Ms. Batdorf gave her report. The Citadel County Music Concert was recently held in the Township; there was a lot of planning and it was largely successful and she would like to give her thanks to the Police Department, township staff, residents and everyone that was a part of this planning. A lot of positive feedback was received. The Phoenixville Regional Planning Committee held a public workshop at the Kimberton Fire Co. to present their draft plan

on August 29<sup>th</sup>. The feedback will be incorporated into the draft plan. Ed Theurkauf, the project manager will be attending the Planning Commission meeting on September 20<sup>th</sup>. The 2019 Draft Budget planning is underway; repaving of Schoolhouse Lane should start on September 10<sup>th</sup>, Flint Road on September 17<sup>th</sup> and the French Creek Road Culvert start date is October 3<sup>rd</sup>. The Sheeder Mill Bridge is currently being repaired with an anticipated opening in late fall.

**Jim Bergey, 1443 Birchrun Road** asked what the status of Jaine Lane is. Mr. Jacobs responded that Jaine Lane will be scheduled for next year.

**Harriet Stone, 1645 Birchrun Road** asked if PennDOT has plans for slowing traffic so they don't have to re-build the covered bridge so often.

**John Eldridge, 1634 Hilltop Road** asked if there is plan to open the drains in the culvert under Jaine Lane this year.

**Jim Bergey, 1443 Birchrun Road** asked if PennDOT can be contacted. This is a hazard that needs to be taken care of; it will be an ice skating rink out there this winter.

**Announcements:** The Township is sponsoring a free shredding event to be held at the Township building parking lot between the hours of 9:00 a.m. -11:30 a.m. on Saturday, September 8<sup>th</sup>.

**Presentation:** None.

**Correspondence:** Mr. Jacobs read thank you notes from Pam Brown to the Police Dept., Chester County Emergency Services regarding their efforts on a recent case and the Country Music Festival, as well as a thank you from the Historic Resources Committee to Public Works regarding the Benner Farmstead Sign installation.

**Sara Shick, 1201 Davis Lane** asked if the developer reimbursed the township for the sign. Ms. Batdorf stated that they did not.

**Subdivision/Land Development:**

**Approval of Resolution No 26-2018, Minor Subdivision Plan Approval for 289 Blackhorse Road - Pomanto** - MOTION by Mr. Schneider to approve Resolution No. 26-2018, Minor Subdivision Plan Approval for 289 Blackhorse Road; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this resolution. This is a lot consolidation. The applicant's engineer is present if anyone has any questions. Cedarville Engineering has reviewed the plan and the Planning Commission has recommended approval. One comment to note is along Blackhorse Road the Board may accept the additional right-of-way along Blackhorse Road as part of this plan. The Planning Commission recommended that this be included. The applicant has accepted this as part of the plan.

**Mr. Pomanto, 289 Blackhorse Road** asked why it took three hours to draw a line on a map. He received a bill for \$275.00. Ms. Batdorf explained the associated engineering/legal costs for subdivision/land development plans.

**Approval of Resolution No. 27-2018, Natural Lands Land Development - 1805 Flint Road - Parking Lot** - MOTION by Mr. Schneider to approve Resolution No. 27-2018, Natural Lands Land Development, 1805 Flint Road Parking Lot; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this project. Natural Lands is looking to construct a 40 space asphalt parking lot. They obtained approval through the Planning Commission. They need to meet the conditions of Cedarville's zoning review letter and Arro Engineering's review letter. This is a conditional approval. Scott Wendel, representing Natural Lands is here this evening as there are some waivers being requested. As far as zoning comments, the requested relief is granted, with conditions, from **Section 2102.A.1.** to permit parking on a different lot as the principal building; and relief from **Section 2102.A.2.b.** to permit off-site parking subject to the condition that a portion of the off-street parking area shall lie within two hundred feet of an entrance regularly used by patrons and **Section 2102.F.5.** to permit forty parking spaces for the project. All zoning relief with conditions have been granted.

**Sara Shick, 1201 Davis Lane** commented that the parking lot is to enter the preserve, not to go to the house. The parking lot's purpose is not for the house, it's for the preserve.

Scott Wendel discussed the preserve and exactly where the parking lot will be located. There could eventually be a building there to service the parking lot.

**Harriet Stone, 1645 Birchrun Road** asked if the reference to the house could be erased as it is confusing.

#### Old Business:

**Snow and Ice Removal** - MOTION by Mr. Schneider to reject the bid for the 2018-2019 Snow and Ice Removal; second by Mr. Jacobs. *Motion carries unanimously.*

Ms. Batdorf discussed this bid. The township only received one bid with incomplete information. We will be asking to re-advertise the bid.

**Brian Curry, 912 Blackhorse Road** asked who the sole bidder was. Ms. Batdorf stated that it was Oz Property Management.

MOTION by Mr. Schneider to authorize the township manager to re-advertise the bid for the 2018-2019 Snow and Ice Removal; second by Mr. Jacobs. *Motion carries unanimously.*

**Road Trailer Discussion** - Mr. Schneider stated that based on the information that he found to purchase a \$23,000.00 trailer, the rate the company charges to deliver and pick-up the roller is \$180.00, which would be 130 deliveries. If we bought the trailer, we would have to pay staff to pick it up; we would have to use it about 160 times. We would have to use it 10 to 20 times per year for the purchase to be worthwhile.

**Sara Shick, 1201 Davis Lane** asked if the residents could be informed on an annual basis as to how many times the trailer would have to be rented.

**Brian Curry, 912 Blackhorse Road** commented that he understands the township would have to pay \$180.00 for the trailer to bring the roller to the job. If the township had the trailer, staff would have to go pick the roller up, which would mean staff costs.

Mr. Schneider and Mr. Jacobs both agreed to not purchase the trailer.

#### New Business:

**Bryn Coed Park Project - Planning & Next Steps Discussion** - Ms. Batdorf discussed the planning process that needs to be done as a township and a community. For the immediate

future, demolition of the existing cow palace and various structures is planned. The property is presently posted for no trespassing. Natural Lands is looking to do a soft opening possibly in the late fall for a portion of their trails. That coincides with township and two trail openings at the rear of the property; not the Saint Matthews portion of the property where the entrance is. Security will also need to be provided for the demolition process while these two trails are open; a perimeter fence may need to be put in place between the two openings. We are working with Nave Newell on the NPDES permit process for the land disturbance for the demolition. A long discussion on parking, horse trailer parking, building demolition, etc. ensued. There are many questions, which will be discussed at a later time.

**Sara Shick, 1201 Davis Lane** asked if there are restrooms and plumbing in building 2. Mr. Jacobs doesn't believe there is; he feels that port a potties could be put there. Ms. Shick felt that it could be used for the township staff used for maintenance facilities and to be able to refresh themselves.

**Brian Curry, 912 Blackhorse Road** stated that port a potties can be supplied with sinks.

Mr. Jacobs asked if the demolition process should be broken down into three stages or be done all at once.

**Sara Shick, 1201 Davis Lane** asked if the Park and Recreation Commission shared their recommendations. She also feels car parking should be separate from horse trailer parking.

**Brian Curry, 912 Blackhorse Road** commented that Mr. Jacobs should contact some members of the equestrian community; they might have some comments or suggestions.

Mr. Jacobs asked if the township should hire a land planner. Ms. Batdorf stated that a good land planner can look around and have some very good suggestions.

**Sara Shick, 1201 Davis Lane** stated that you would not have to wait for a land planner. She suggested Anne Toole; she would be a very good resource to look into.

**Jim Deisinger, 1030 Linden Avenue** addressed some of the topics discussed. The discussions with Park & Recreation have been somewhat more optimistic. They would like to start with the front portion of the property, including the parking area on the hillside on the opposite side of the driveway; to clean up and open to the public. Regarding the Natural Lands horse trail along the back of the buildings, the three silos are very close to the gravel road. People with horse trailers used to park the trailers in the area of the two buildings that were discussed to save or not to save. Also, there is a very steep drop off by the cow palace, which is a safety hazard.

**Brian Curry, 912 Blackhorse Road** asked if there is one document that shows what the township is required to do with the lands. Ms. Batdorf stated yes, that it is a conservation easement. Also, do we have a timeline vs. potential cost expenditures as to what the impacts will be per year.

**Letter of Resignation – Open Space Advisory Committee – MOTION** by Mr. Schneider to accept the letter of resignation of Katie Weidner from the Open Space Advisory Committee; second by Mr. Jacobs. *Motion carries unanimously.*

Mr. Jacobs stated that he spoke with Mr. Couris, who is in favor of soliciting resumes for the position. Ms. Batdorf commented that there are some resumes on file that the township can take a look at. Donna Delaney did express her interest in serving on the Open Space Advisory Committee.

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

**Maria Jacobs, 2351 Beaver Hill Road** commented on the treasurer's report. This is wow. For years this has been asked for and was never available. She wants to thank whoever was

responsible for this. She also wanted to thank the board for this and for the discussion that just happened on Bryn Coed.

**Dave Weber, 2147 Beaver Hill Road** stated that he is the secretary of the Sustainability Committee and liaison for the Open Space Advisory Committee. He read a short statement regarding the donation of the \$5,000.00 to the West Vincent Land Trust. Mr. Weber expressed that he felt the recent \$5,000 contribution to West Vincent Land Trust should have been spent from the general fund and not from the open space fund. Mr. Schneider and Mr. Jacobs addressed the statement. Mr. Schneider commented that the open space fund was used this year to fund the contribution and this is at the Board's discretion.

**Sara Shick, 1201 Davis Lane** asked if this was discussed amongst the board themselves.

**Dave Weber, 2147 Beaver Hill Road** commented that the Board said that they would not spend any Open Space funds until the Bryn Coed costs were determined. Why wasn't the Open Space Advisory Committee involved with the decision?

**Sara Shick, 1201 Davis Lane** asked about Bryan Kulakowsky's change in roles. Ms. Batdorf stated that Cedarville Engineering is continuing to handle the zoning and the building code official services. Bryan Kulakowsky is now with Arro Consulting, and is the township's engineer, handling all other general engineering matters. The traffic consultant is John Caruolo.

**MOTION** by Mr. Schneider to adjourn; second by Mr. Jacobs. *Motion carries unanimously.*

Meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Kathryn Shillenn  
Township Secretary