

**WALLACE TOWNSHIP BOARD OF SUPERVISORS  
JANUARY 7, 2013**

The Organization Meeting of the Wallace Township Board of Supervisors was called to order on Monday, January 7, 2013 at 7:35 PM in the Township Building by Supervisor Robert Jones.

Supervisors present: Robert D. Jones  
Barbara Z. D'Angelo  
William T. Moore

Solicitor: Michael G. Crotty, Esquire

**PLEDGE OF ALLEGIANCE**

The Supervisors began the meeting by reciting the Pledge of Allegiance.

**ORGANIZATION**

Supervisor Moore moved to appoint Supervisor Jones as temporary Chair to preside over the Organization meeting. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to reappoint Elizabeth Randzin as temporary Secretary for purposes of the Organization meeting. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore nominated Supervisor Jones to serve as Chairperson of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Jones was unanimously elected Chairperson for 2013.

Chairman Jones nominated Supervisor D'Angelo to serve as Vice Chairperson of the Board of Supervisors. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor D'Angelo was unanimously elected Vice Chairperson for 2013.

Chairman Jones moved to appoint Elizabeth Randzin as Township Secretary. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Elizabeth Randzin as Township Treasurer. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Tom Josiah to serve as the Township's accounting consultant, at a rate of \$90.00 per hour, to review the Township accounts as needed. Supervisor Moore seconded the motion, which was unanimously approved.

Chairman Jones moved to appoint Elizabeth Randzin as Township Open Records Officer. Supervisor D'Angelo seconded the motion, which was unanimously.

Chairman Jones moved to appoint Siana, Bellwoar & McAndrew, LLP as Township Solicitor, pursuant to the rate letter dated December 14, 2012. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to appoint LTL Consultants and Edward Latshaw, P.E., as Township Zoning Officer/Building Inspector and Building Code Official, subject to LTL's rate letter of October 26, 2012. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to reappoint Castle Valley Consultants and Gary Weaver, P.E., as Township Engineer, pursuant to the rate letter dated December 6, 2012. Supervisor D'Angelo seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to reappoint Natural Lands Trust and Anne Hutchinson as the Township's environmental planning consultant, pursuant to the rate letter dated December 19, 2012. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Bryan McDonough as the Vacancy Board member for a one (1) year term to expire on January 6, 2014. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint James Boyland as the alternate Vacancy Board member for a one (1) year term to expire on January 6, 2014. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Mac Kirkpatrick as Township Emergency Management Coordinator. Supervisor D'Angelo seconded the motion, which was unanimously.

Chairman Jones moved to appoint Mark Ferrari as the Deputy Township Emergency Management Coordinator. Supervisor Moore seconded the motion, which was unanimously.

Supervisor Moore moved to appoint Chairman Jones as the Township Roadmaster/Road Department Liaison and Emergency Services Liaison (police, fire, EMS) for 2013. Supervisor D'Angelo seconded the motion, which carried unanimously.

Supervisor Moore moved to appoint Supervisor D'Angelo as Parks and Trails Liaison for 2013. Chairman Jones seconded the motion, which carried unanimously.

Chairman Jones moved to appoint Supervisor Moore as Building and Grounds Liaison for 2013. Supervisor D'Angelo seconded the motion, which carried unanimously.

Chairman Jones moved to appoint the following volunteers to new terms as follows:

Park & Recreation Board (5 year term) –	Mark Bainbridge
Municipal Authority (5 year term) –	Stephen DePedro
Planning Commission (5 year term) –	William Fenn
Zoning Hearing Board (5 year term) –	Paul Higgins, Jr.
Historical Commission (5 year terms) –	Janet Grashof Beverly Bock

In addition to moving for the above appointments, Chairman Jones incorporated the recommendation that the Historical Commission position previously occupied by Jane Davidson not be filled in the future in order to honor her memory. Supervisor Moore seconded the motion. In discussion, the passing of Mrs. Davidson was noted and kind words were shared about her long history of volunteering for the Township (for more than 35 years). Various additional ways to mark her legacy were discussed, including the potential purchase of a plaque to be placed at a prominent place in the Township and a possible award in her name for extraordinary volunteering efforts. After discussion, the motion (being the appointments and recommendation as to the Historical Commission seat) carried unanimously.

Chairman Jones moved to adopt Ordinance 145, establishing the membership, powers, duties and advisory authority of the Wallace Trails Preservation Board, with its membership to consist of the following individuals for the following staggered terms with subsequent terms to be five (5) years in length:

Dorothy Kirk	term ending 12/31/2017
Mary McCabe	term ending 12/31/2016
Mary Wasko	term ending 12/31/2015

Supervisor D'Angelo seconded the motion, which carried unanimously.

Chairman Jones moved to appoint Audra Matlack as DARC representative for Wallace Township for year 2013. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint DNB First as depository for the Township. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to set the amount of the Treasurer's Bond limit at \$1,000,000. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish the meeting schedule for 2013 as follows:

Board of Supervisors	1 <sup>st</sup> Thursday of each month @ 7:30 PM
	3 <sup>rd</sup> Thursday of each month @ 8:00 AM
Planning Commission (Regular Meeting)	2 <sup>nd</sup> Wednesday of each month @ 7:30 PM
Planning Commission (Work Session)	4 <sup>th</sup> Wednesday of each month @ 7:30 PM
Municipal Authority	2 <sup>nd</sup> Tuesday of each month @ 7:00 PM
Park & Recreation Board	3 <sup>rd</sup> Monday of each month @ 7:00 PM
Historical Commission (Regular Meeting)	4 <sup>th</sup> Monday of each month @ 7:00 PM
Historical Commission (Work Session)	3 <sup>rd</sup> Monday of each month @ 7:00 PM
Trails Preservation Board	2 <sup>nd</sup> Monday of each month @ 7:00 PM
Environmental Advisory Council	3 <sup>rd</sup> Tuesday of each month @ 7:00 PM
Zoning Hearing Board	Meets upon application

A regular meeting of the Board of Supervisors was not held on January 3, 2013, and the Board of Supervisors' meeting scheduled for July 4, 2013 would instead be held on July 11, 2013. All meetings of the above-referenced meetings will be held at the Wallace Township Building, 1250 Creek Road, Glenmoore, Pennsylvania 19343.

Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish the Holiday Schedule for all employees to include New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish Township office hours for 12:00 p.m. until 4:00 p.m. on Monday, Wednesday and Friday, and from 8:00 a.m. until 12:00 p.m. on Tuesday and Thursday. Supervisor Moore seconded the motion. After some discussion, the motion was approved.

Chairman Jones moved to adopt Resolution #13-1, establishing a fee schedule related to the filing of applications for building permits and zoning permits in 2013, effective immediately. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #13-2, establishing a fee schedule related to the filing of subdivision and land development applications in 2013. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #13-3, establishing escrow fees related to the review of subdivision and land development plans in 2013. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #13-4 establishing boundaries for emergency services providers in Wallace Township, including the four lots located in the Upper Uwchlan Township portion of the Chalfant/St. Giles Subdivision. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #13-5, establishing a fee schedule related to the filing of conditional use applications and zoning hearing board applications in 2013. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #13-6, appointing and establishing Barbacane Thornton, CPA as Township Auditor pursuant to the Second Class Township Code. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to approve the IRS mileage reimbursement rate at 56.5 cents per mile. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to approve the Fire Company's calendar of fundraising activities for coverage under the worker's compensation insurance. Supervisor Moore seconded the motion. After some discussion, the motion was approved.

Chairman Jones moved to approve the 2013 bill to be sent to Devereux for fee-in-lieu of per the Conditional Use Agreement. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

The organization meeting was adjourned at 8:02 PM.

## **REGULAR MEETING**

Chairman Jones called the Regular Meeting of the Wallace Township Board of Supervisors to order on Monday, January 7, 2013, at 8:02 PM in the Township Building.

Supervisors present: Robert D. Jones  
Barbara Z. D'Angelo  
William T. Moore

Solicitor: Michael G. Crotty, Esquire

### **EXECUTIVE SESSIONS**

None.

### **CORRESPONDENCE**

Sixteen (16) pieces of correspondence were noted as received for the month of December. A list of the correspondence as well as the individual pieces of correspondence is available for public inspection. It was noted that the flyers and generalized mailings will not be listed on the correspondence list, but that the list will instead be limited to correspondence relating to Township matters.

### **MINUTES**

The minutes for the November 1<sup>st</sup>, December 6<sup>th</sup> and December 18<sup>th</sup>, 2012, meetings were presented for review. After discussion, Chairman Jones moved that the Board approve the minutes for November 1, 2012 as presented. Supervisor Moore seconded the motion. Supervisor D'Angelo abstained from the vote on those particular minutes due to absence. The motion carried with the votes of Chairman Jones and Supervisor Moore. Chairman Jones next moved that the Board approve the minutes for December 6, 2012 and December 18, 2012 as presented. Supervisor Moore seconded the motion, which carried unanimously.

### **TREASURER'S REPORT**

Treasurer/Secretary Betty Randzin presented and summarized the Treasurer's report, which is available at the Township Building for review. She reviewed the status of the open escrow accounts. Thirty (30) new invoices were presented for consideration, totaling \$107,332.38, together with a PLGIT invoice to ratify for the month of November, totaling \$9,467.02. A discussion was held as to various invoices, including the workers' compensation request by Caernarvon Township (for the Elverson Ambulance), the contract with the SPCA (more below) and the notation that the amounts included the one-time annual PIRMA premium payment (which went down from the previous year). After discussion, the SPCA invoice was initially tabled. Chairman Jones then moved that the Township authorize the payment of the twenty-nine (29) new invoices (less the SPCA invoice) in the amount of \$105,399.38. Supervisor D'Angelo seconded the motion, which carried unanimously. Chairman Jones next

made a motion that the Township ratify the PLGIT invoice, totaling \$9,467.02. Supervisor D'Angelo seconded the motion, which carried unanimously.

Further discussion was held as to the SPCA contract and the animal control services provided under it. The Board noted the Township's disagreement with the membership/contract scheme being dictated by the SPCA. The various costs and services provided were discussed, together with ideas on potential alternatives in the future. After the conclusion of the discussion, Chairman Jones moved that the Township enter into the full services contract with the SPCA for 2013, in the amount of \$1,933. Supervisor D'Angelo seconded the motion. The motion carried with affirmative votes by Chairman Jones and Supervisor D'Angelo, with Supervisor Moore voting nay.

### **PENNSYLVANIA STATE POLICE REPORT**

Chairman Jones provided the report of the Pennsylvania State Police. Thirty-two (32) incidents were reported for the month of December. Chairman Jones noted that the commercial burglary that is listed arose from an alleged theft of materials from a cell tower along the Turnpike. Chairman Jones further noted that he followed up with the PSP as to the status of the rape incident noted in the prior month's PSP report. The PSP advised that it was an isolated incident, where the alleged perpetrator was known to the victim, and that it was not a general public safety concern.

### **GLEN MOORE FIRE COMPANY**

No report.

### **EMC**

No report.

### **DARC**

No report.

### **PARK AND RECREATION BOARD**

No report.

### **HISTORICAL COMMISSION**

No report. Further discussion was held as to various efforts to commemorate the long service to the Township by Jane Davidson.

## **TRAILS PRESERVATION BOARD**

Dorothy Kirk was present on behalf of the TPB. They have submitted a request for the Township to purchase six posts and signs to be used as trail markers for the trail within the Brandywine Hill development. She noted that she would provide a sketch plan to depict the proposed location of the trail markers at a future meeting. After discussion, Chairman Jones moved that the Township authorize the purchase of the posts and signs (as installed) from Edwards Landscaping in the amount of \$650, together with the purchase of miscellaneous supplies in the amount of \$320. Supervisor Moore seconded the motion, which carried unanimously.

## **EAC**

No report.

## **AUTHORITY**

No report. Supervisor D'Angelo noted that the Authority would be next meeting tomorrow.

## **PLANNING COMMISSION**

John Frommeyer provided the report of the Planning Commission. The PC will be continuing its work with CVC and NLT in preparing the Comprehensive Plan.

## **OLD BUSINESS**

- a. Comprehensive Plan/VPP Grant: An update was provided as to the Comprehensive Plan preparation. One of the next milestone steps is for a survey to be sent to the residents. Discussion was held as to whether to provide notice of the survey by postcard mailing or through the next newsletter. It was resolved by the Board that it be done by separate postcard mailing, with a target date of the end of January. The content of the survey will be discussed at the Board's January morning meeting.
- b. Ray Park: Steve Senn was in attendance and provided an update as to the planning efforts for use of Ray Park. A survey of the ground throughout the park fortunately did not reveal significant amounts of rock. As a next step, the Township Engineer was requested to work with engineer Dave Beideman in review of the sketch plans and other planning. After discussion, Chairman Jones moved that Castle Valley Consultants be authorized to move forward with Dave Beideman with planning design efforts for Ray Park. Supervisor Moore seconded the motion, which carried unanimously.

## **NEW BUSINESS**

- a. Ordinance 146 - Township Park Use Policy: The draft Township Park Use Policy Ordinance has been duly advertised and is ready for adoption. After discussion,



Chairman Jones moved that the Board approve and enact the Township Park Use Policy Ordinance, Ordinance 146. Supervisor D'Angelo seconded the motion, which carried unanimously.

- b. PSATS Conference: After discussion, Chairman Jones moved that the Township authorize the application for the hotel lottery for the PSATS convention. Supervisor D'Angelo seconded the motion, which carried unanimously.
- c. BOS Meeting on January 17, 2013: It was noted that the January 17, 2013 meeting would not be cancelled.
- d. Indiantown Schoolhouse Renovations: Supervisor Moore provided a status update on the Indiantown Schoolhouse renovations. The Township has not been provided the bid specification materials from Mr. Glass. Various options for the scope of work were discussed. Ultimately, Secretary/Treasurer Randzin was requested to inquire with CVC as to whether it could assist in the bid specification process or whether it could provide a further recommendation as to a responsive consultant on the matter.
- e. Glenmoore Village: Discussion was held as to potential traffic controls through the Village. Ultimately, the matter rests with PennDOT since it involves a state road. Chairman Jones noted that he would follow up with the Pennsylvania State Police as to speed enforcement activities and Secretary/Treasurer Randzin would inquire with PennDOT as to the matter.
- f. Personnel Matter: Solicitor Crotty provided an update as to the personnel matter addressed at the December 18, 2012 meeting and the severance package authorized to be offered. The offer of severance was not accepted and the former employee instead requested additional sums. After discussion, Chairman Jones moved that the Township ratify the revocation of the offer of severance. Supervisor D'Angelo seconded the motion, which carried unanimously.

### **Public Comment**

- a. Mac Kirkpatrick provided comment on road sign conditions at the intersection of Chalfont, Marshall and Little Conestoga and water ponding at another intersection. Road Foreman Duane Hammond would be requested to review both areas and Secretary/Treasurer Randzin would advise PennDOT of the ponding on its roadway.

### **Adjournment**

Chairman Jones moved that the meeting be adjourned. The motion was seconded by Supervisor Moore, which carried unanimously. Meeting adjourned at 10:10 PM.

Respectfully submitted,  
Betty Randzin  
Township Secretary/Treasurer