

**WALLACE TOWNSHIP BOARD OF SUPERVISORS
OCTOBER 17, 2013**

REGULAR MEETING

Chairman Jones called the Regular Meeting of the Wallace Township Board of Supervisors to order on Thursday, October 17, 2013, at 8:00 a.m. in the Township Building.

Supervisors present: Robert D. Jones
William T. Moore (arriving at 8:51 a.m.)
Barbara Z. D'Angelo (departing at 10:35 a.m.)

Solicitor: Michael G. Crotty, Esquire

EXECUTIVE SESSIONS

None.

PUBLIC COMMENT

Chairman Jones announced that the Board would accept public comment at the outset of the meeting in order to accommodate the schedules of the residents in attendance.

- A. School Bus Stop – Resident Erica Harper requested that the Township consider placing a school bus stop ahead sign in advance of the stop near the intersection of Indiantown Road and Ashlea Drive. The curve approaching the bus stop is partially blocked by the branches of an evergreen tree. Discussion was held as to various ways to address the issue. Ultimately, the Board agreed with the suggestions of Chairman Jones that: the Township confirm that the evergreen branches are within the right of way; the owner of the property with the evergreen tree be advised of the issue; and the Road Crew trim back the branches out of the right of way/line of sight. The Board also requested that Manager/Treasurer Randzin contact the School District to request that it revisit Mrs. Harper's request for the slight modification to the bus route. The Township will also contact the Pennsylvania State Police to ask that it monitor the area.
- B. Hayride – Resident Jack Smith was in attendance to discuss the possibility of donating his time to operate a hay ride around the perimeter of the Wagenseller Park for the Halloween celebration on October 26th. The Board thanked him for his generous offer. He is waiting for word back from his insurance provider to confirm that insurance coverage would be extended to him for the event. The Board noted that, to the extent that a rider or additional premium would be required, the Township would be in agreement to reimbursing him for it. Mr. Smith also noted that he would inspect the Township's hay wagon to ensure that it is safe and in good condition. To the extent that he is unable to obtain the insurance coverage or if the Township's equipment is not suitable, he alternatively offered for the Township to give out coupons for a free hayride at his farm on the next day. Discussion was additionally

held as to the potential for selling the Township's hay wagon, which could be partially in lieu of payment to Mr. Smith for conducting the hay ride. Before considering that course of action, however, the Township would need to research the fair market value of the wagon (which is expected to be less than the \$1,000 bidding threshold set out in the Second Class Code). After discussion, Chairman Jones moved that the Township authorize the payment of up to \$400 to reimburse Mr. Smith for any hayride rider/premium required by his insurance company for the Halloween event, provided that the insurance is made available and Mr. Smith determines that the hay wagon equipment is safe. Supervisor D'Angelo seconded the motion, which carried with the affirmative votes of Chairman Jones and Supervisor D'Angelo.

- C. Glenmoore Village Sidewalks – Scott Yeunger was present to discuss the potential for sidewalks through the village. Chairman Jones noted that Solicitor Crotty had provided a draft Resolution to authorize the creation of a taskforce. The taskforce would be charged with reviewing whether the residents within the Village are interested in any sidewalk proposal, and, if so, to assess the proposed alternatives. Mr. Yeunger noted that he has received positive feedback from most of the people with whom he has spoken. A discussion was held as to individuals to appoint to the taskforce. Mr. Yeunger will provide the names of any interested residents, which the Board can take into consideration at an upcoming meeting.

MINUTES

The minutes for the October 3, 2013, meeting were presented for review. After discussion, Chairman Jones moved that the Township approve the October 3, 2013 minutes be approved as submitted. Supervisor D'Angelo seconded the motion, which carried unanimously.

TREASURER'S REPORT

Manager/Treasurer Betty Randzin presented a list of eight (8) invoices and the PLGIT charges for the Board's consideration. After discussion, Chairman Jones moved that the Board approve the eight (8) invoices presented on the bills list, totaling \$6,101.84. Supervisor D'Angelo seconded the motion, which carried unanimously. Chairman Jones next moved that the Board approve and ratify the PLGIT account invoice for the month of September in the amount of \$6,810.90. Supervisor D'Angelo seconded the motion, which carried unanimously.

In the context of discussing the Treasurer's report, it was also noted that the Township received a complaint from Tom Cooke that trail clearing was done in inappropriate areas in the Brandywine Hill development. The matter is under review by the Township Engineer, and Dorothy Kirk was directed to stop any further trail clearing activity (on behalf of the non-Township related Trails Association) in the Brandywine Hill development. Manager/Treasurer Randzin otherwise indicated that Jon Penders is looking into the lighting issue within the development.

PENNSYLVANIA STATE POLICE REPORT

No report.

GLEN MOORE FIRE COMPANY

No report.

WESTWOOD AMBULANCE

No report.

EMC

No report.

DARC

No report.

PARK AND RECREATION BOARD

Chairman Jones again announced that the Township Halloween Parade/Party is scheduled to be held on October 26th, at Wagenseller Park, from 6:00 p.m. to 8:00 p.m.

HISTORICAL COMMISSION

No report.

TRAILS BOARD

No report. However, the trail corridor clearing by certain of the residences within the Highspire Estates development was discussed. The Zoning Officer is in the process of addressing certain of the issues, but it was noted that the ZO should copy the Homeowner's Association on any enforcement issues due to the HOA's obligation to maintain the trail.

EAC

No report.

AUTHORITY

No report.

TRUST

Supervisor D'Angelo announced that a dinner was held in honor of Bitten Krintel and her years of service on the Trust.

PLANNING COMMISSION

No report.

OLD BUSINESS

- a. VPP Grant – Comprehensive Plan: No additional report. Planning efforts for the Comprehensive Plan are continuing. It is anticipated that a draft might be presented in December.
- b. Ray Park: No report.
- c. Indiantown Schoolhouse: No report.
- d. Township Building Update/Salt Shed Bids: Manager/Treasurer Randzin noted that the construction of the salt shed recently started.

NEW BUSINESS

- a. CCATO Fall Conference & BOS Meeting Schedule: Manager/Treasurer Randzin noted that the Board's November night meeting conflicts with the fall conference for the Chester County Association of Township Officials. After discussion, Chairman Jones made a motion that the Township move the Board meeting scheduled for November 7, 2013, to November 14, 2013, at 7:30 p.m. Supervisor D'Angelo seconded the motion, which carried with the affirmative votes of Chairman Jones and Supervisor D'Angelo (Supervisor Moore voting nay). Additionally, Manager/Treasurer Randzin noted that the Conference would be in honor/celebration of CCATO Secretary Patricia Morrison (who is retiring). A draft resolution was prepared to note the Board's appreciation for her efforts. Chairman Jones moved that the Township adopt the resolution in the form as presented. Supervisor D'Angelo seconded the motion, which carried unanimously.
- b. Emergency Services Provider Contributions: A discussion was held as to annual contributions to the various ambulance services providers serving the Township. After discussion, Chairman Jones moved that the Board approve contributions to the ambulance services providers for 2013 as follows: Elverson Ambulance (\$4,000); Westwood Ambulance (\$2,000); and Uwchlan Ambulance (\$1,000). Supervisor D'Angelo seconded the motion, which carried unanimously.
- c. Deer Hunting: PSP Trooper Andrew Helms has requested permission to participate in the archery-only deer hunting at the Township Community Park. After discussion, Chairman Jones moved that Trooper Helms be granted permission to do so. Supervisor D'Angelo seconded the motion, which carried unanimously.

- d. Wallace Township Minimum Municipal Obligation: Manager/Treasurer Randzin noted that she recently completed a review of all of the Township's financial accounts with the Township's financial consultant. It has been determined that the Township has no additional Minimum Municipal Obligation for 2014 given the adequacy of the funds for any pension obligations. Chairman Jones moved that the Township's Minimum Municipal Obligation for 2014 be established in the amount of \$0.00. Supervisor D'Angelo seconded the motion, which carried unanimously.
- e. Township Archivist: Unfortunately, Sandy Brannan has tendered her resignation as the Township Archivist. Discussion was held as to her replacement. Given Mrs. Randzin's role in preserving the integrity of the Township's records and her roles as Township Secretary and Open Records Officer, the Board noted that she would be appropriate for the position. Sandy has indicated that she would continue to work with Betty as to any archival questions that she may have. Chairman Jones accordingly moved that the Board approve Elizabeth Randzin as the Township Archivist. Supervisor D'Angelo seconded the motion, which carried unanimously. Additionally, concern was noted as to the integrity of the Township files in the closet area. As previously discussed, the Archivist is responsible to ensure that the files remain intact, and the Township records donated to the Township are Township historical property. Accordingly, access to the files should be primarily managed by the Archivist and all requests for the documents should be made to, and documented by, the Archivist. Given the unknown number of existing keys to the closet storage area in which the materials are located, Chairman Jones moved that the Board approve the locks to be changed, in an amount not to exceed \$200. Supervisor D'Angelo seconded the motion, which carried unanimously. Lastly, it was noted that the Historical Commission had apparently contacted the Historical Society of Pennsylvania to discuss engaging its services. The Board noted that it has not been approached by the Historical Commission and did not have any information on this organization, the services it would provide or whether it was affiliated with a particular governmental agency. Concern was also raised as to the potential misuse of copyrighted materials. Ultimately, the Board noted that the Township is not interested in participating at this time.
- f. 2014 Budget: Budgeting conservatively, an extensive discussion was held as to all aspects and preparation of the 2014 budget. Each of the various categories of revenues and expenses was discussed, with comparisons reviewed for fiscal years 2012 and 2013 to date. Chairman Jones noted that the Board would again discuss the proposed budget at its November 14th meeting.

Adjournment

Chairman Jones moved that the meeting be adjourned. The motion was seconded by Supervisor Moore, which carried unanimously. Meeting adjourned at 10:55 a.m.

Respectfully submitted,
Betty Randzin
Township Manager/Secretary