

WALLACE TOWNSHIP BOARD OF SUPERVISORS
March 19, 2015

The Regular Meeting of the Wallace Township Board of Supervisors was called to order on Thursday, March 19, 2015 at 9:05 AM in the Township Building by Chair Barbara D'Angelo.

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

Engineer: Craig Kologie, AICP
Solicitor: Michael G. Crotty, Esquire

PLEDGE OF ALLEGIANCE

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

EXECUTIVE SESSIONS

Chair D'Angelo noted that no executive sessions had been held since the last meeting, but that the Board would hold one to discuss personnel and legal matters at the conclusion of this meeting.

CORRESPONDENCE

Twenty-seven (27) pieces of correspondence were received. The full list is available for review at the Township building.

MINUTES

None.

TREASURER'S REPORT

Manager/Treasurer Randzin introduced Pamela Baker from the office of the Township's appointed Auditor, Barbacane Thornton. It is finalizing its annual audit of the Township accounts. Ms. Baker noted that the audit has gone smoothly and no substantial issues have been noted. Ms. Baker further stated that the Township may want to consider diversifying its bank accounts to maximize FDIC protection. Manager/Treasurer Randzin noted that the Township staff has already had a meeting with one bank and has set up a meeting with another in the near future. Lastly, Ms. Baker thanked the Township Manager and staff for their organization of the materials, which has expedited the audit process.

After the conclusion of the audit discussion, Manager/Treasurer Betty Randzin presented the Treasurer's report, which is available for review at the Township Building. The PennDOT Liquid Fuels payment has been received by the Township, in the amount of \$101,061.32. Sixteen (16) invoices were presented for review and discussion, together with the PLGIT

statements for ratification. In discussion, Supervisor Moore requested that Castle Valley provide separate invoices for its services as Zoning/Code Officer and Township Engineer. The invoice from Triangle Communications was noted as required for reprogramming services, and the invoice from Martin Limestone was for anti-skid stone loads. One of the invoices, to CCATO, was noted as being a ratification for the 2015 Spring Conference fee. After discussion, Chair D'Angelo moved that that Township ratify the CCATO payment of \$325 for the 2015 Spring Conference. Supervisor Moore seconded the motion, which carried unanimously. Supervisor Moore moved that the Township approve the sixteen (16) invoices on the bills list, for a total of \$29,323.62. Chair D'Angelo seconded the motion, which carried unanimously. Lastly, Supervisor Moore moved that the Township approve and ratify the PLGIT invoice payment in the amount of \$20,734.26. Chair D'Angelo seconded the motion, which carried unanimously.

PENNSYLVANIA STATE POLICE

Supervisor Jones provided the report of the Pennsylvania State Police, which is available at the Township building. There were twenty-two (22) incidents for the month of February, none of which appeared to be substantial.

GLEN MOORE FIRE COMPANY/ WESTWOOD & ELVERSON AMBULANCE

GMFC President Mike King provided the GMFC report. It handled 22 calls in the month of February, with 3 being in Wallace Township. The number of volunteers per call is up, to an average of 6.3 volunteers per call. The GMFC is also planning several events to celebrate its 100 years of service, including a golf outing on May 2nd, a recognition banquet on April 11th, and a parade and party at the station on June 13th. Mr. King also noted that he had meetings with the Twin Valley Fire Department and the County Department of Emergency Services to discuss dual dispatches and future planning. A discussion was held as to the issue, with Mr. King noting that the GMFC territory will likely shift to the north.

Manager/Treasurer Randzin provided the report of the Elverson/Honey Brook Ambulance Association. The Elverson division responded to fourteen (14) calls in the month of February, with the Honey Brook division responding to one (1). A concern was noted as to the scope of the coverage and distance that the Honey Brook division would need to travel to respond. Supervisor Jones requested that the Westwood February report be provided at the next meeting.

EMC

No report. Chair D'Angelo noted, however, that she recently attended the Chester County Water Resources Authority meeting. The Committee is in the process of rolling out an online, real time tool for flood level notifications, which will be a boost to flood safety and prevention.

DARC

Manager/Treasurer Randzin provided a report. She attended the last DARC meeting. Registration is up and brochures are available at the Township building. DARC is planning on having a presence at Community Day, which is planned to be a sports-themed event.

PARK AND RECREATION BOARD

No report.

HISTORICAL COMMISSION/TOWNSHIP ARCHIVIST

John Miller provided the report of the Historical Commission. It has a meeting scheduled for Monday, March 23rd, at which it will discuss the proposed tent use at Springton Manor. A discussion was also held on Article X. Supervisor Moore noted that the classifications and language were under review by the Historical Commission after a meeting with the Planning Commission. Given the lapse of time, it was requested that the draft and classifications be recirculated for review.

In his capacity as archivist, Mr. Miller noted the much-appreciated work being performed by Sandy Brennan. A list of archival materials was presented for the Board's consideration for purchase, including services to preserve a 1739 Bible. After discussion, Supervisor Moore moved that the Township approve the purchase of the archival materials per the quote provided by the Archivist, in the amount of \$196.80 (supplies) and \$43.89 (Hollinger Metal Edge binding services). Chair D'Angelo seconded the motion, which carried unanimously. A temporary custody form was also discussed, which will be reviewed by the Township Solicitor's office.

TRAILS PRESERVATION BOARD

No report.

EAC

No report.

GLENMOORE VILLAGE ENHANCEMENT COMMITTEE

John Miller was present on behalf of the GMVEC. The Authority Trail project was discussed, with Supervisor Jones presenting a proposed timeline for completion. Solicitor Crotty noted that he would recirculate the Easement Agreement for the Township's approval on April 2nd, with the Authority to approve at its meeting on April 12th. The ten (10) foot wide trail easement will traverse the border of the Authority property, providing a trail link to the School and Park. Landscaping will be installed to provide a vegetative buffer from the adjacent spray facilities. The Township has received a quote from Key Equipment and Sales for the rental of certain excavation equipment necessary for the project. Supervisor Jones will follow up with Key Equipment as to the scope of the quote and necessity for certain of the equipment listed.

Next, the survey results from the Village residents have been returned and were discussed. The response rate was very high; greater than 50% of the surveys distributed were returned. A sizable majority of the Village residents indicated that they did not want the Township to pursue the sidewalk project. Based on those results, the Board concurred that it would not presently pursue the construction of sidewalks through the Village. The Board also

requested that a follow up response be provided to the surveyed residents to thank them for their feedback and advise that the Township would not be pursuing the plan based on the responses. Additional projects for the GMVEC to pursue were also discussed.

AUTHORITY

No report. Chair D'Angelo noted that the Authority will act on the Trail Easement Agreement at its next meeting.

PLANNING COMMISSION

Supervisor Moore noted that the Planning Commission has one chapter of the Comprehensive Plan left to review, after which it expects to provide its recommendation of approval to the Board of Supervisors. It was also announced that the Property Maintenance Code Ordinance and the Zoning Ordinance Amendment have been scheduled for consideration at the Board's meeting on April 2, 2015.

OLD BUSINESS

- a. VPP Grant – Comprehensive Plan: See above.
- b. Ray Park/GGS: No report.
- c. Indiantown Schoolhouse: No further report.
- d. Township Municipal and Maintenance Buildings: Manager/Treasurer Randzin noted that the Township met with a contractor to review the HVAC at the municipal building, and she is seeking out a second quote/opinion. The Township is otherwise continuing to seek out quotes for the installation of internet, time clock and certain electrical improvements at the Maintenance Building. With respect to the Maintenance Building, the Township has received a quote from Matthew Shaw to install upgraded service in the building. After discussion, Chair D'Angelo moved that the Township approve the quote from Matthew Shaw and to authorize the work contained in his March 10, 2015 Job Estimate, in the amount of \$4,600. Supervisor Moore seconded the motion, which carried unanimously.

NEW BUSINESS

- a. J. Scott Catering/Springton Manor Farm: Scott Walsh of J. Scott Catering was present to discuss the continued use of the Springton Manor Farm. His company entered into an agreement with the County to manage the events on the property. They propose to install a concrete pad and a tent to continue to host weddings and other events. No buildings are proposed and they will comply with all permit requirements. As noted through discussion, they also requested a waiver from the SALDO process, to the extent applicable, for the improvements. Solicitor Crotty noted that the request may or may not be technically required, but has been requested to dispel any potential that someone could argue that such approvals are necessary. The Applicant will be required to comply with

all other applicable ordinance and permit requirements. After discussion, Chair D'Angelo moved that the SALDO waiver request of J. Scott Catering be approved with respect to the Springton Manor Farm property and the proposed concrete pad installation. Supervisor Jones seconded the motion, which carried unanimously.

- b. Township Equipment: A discussion was held about disposing over certain pieces of unused, dated Township equipment. Mr. King was requested to obtain a quote for scrapping the F350 truck for Board consideration at the next meeting. Supervisor Jones otherwise moved that the Township authorize for advertisement on municibid for the four (4) plows and the laser-Z mower. Chair D'Angelo seconded the motion, which carried unanimously.
- c. Township Road Projects 2015: Township Engineer Craig Kologie presented the scope of the areas to be included in the Township's 2015 Road Projects, including Brookview, Sycamore, Red Sunset, Margaret, Indiantown and Marshall Roads. After discussion, Supervisor Jones moved that the Board authorize the 2015 Road Project for public bids, to be opened on April 16, 2015. Supervisor Moore seconded the motion, which carried unanimously.
- d. PLGIT: A request was made to distribute PLGIT cards to both Mike King and Chair D'Angelo. After discussion, Supervisor Jones moved that PLGIT cards be distributed to Mike King and Chair D'Angelo, subject to their execution of the required Procurement Card Agreement. Supervisor Moore seconded the motion, which carried unanimously.

An executive session was held at this point in the meeting, to discuss personnel and legal matters with the Township Solicitor. At the conclusion of the executive session, at 11:46 AM, Supervisor Jones left the meeting due to other business commitments. All further motions and approvals were made with the votes of Chair D'Angelo and Supervisor Moore.

- e. Chester County Tax Collection Committee: Tabled until the Board's April 2, 2015 meeting.
- f. Township Building: Additional discussion was held as to the Township Building repairs. Manager/Treasurer Randzin is going to request that the electrician inspect the fan on the porch area. Also, Supervisor Moore moved that the Township authorize the purchase of a weeping redbud fern to landscape the area outside of the office window, in an amount not to exceed \$200.00. Chair D'Angelo seconded the motion, which carried unanimously.
- g. Struble Trail and Brandywine Conservancy Meeting: The Brandywine Conservancy has requested to use the Township building for a meeting with various owners along the Struble Trail. It was discovered by the Conservancy that there are ownership gaps in substantial portions of the Struble Trail. This meeting will be held at the Township building, but will not be a Township sponsored meeting or event.

- h. Township Newsletter: A draft postcard was provided and discussed, which announces all of the upcoming, 2015 Township events.
- i. Township Manager Announcements: Manager/Treasurer Randzin noted that the Downingtown Library is planning on having a ribbon cutting ceremony on April 17, 2015, to celebrate National Library Week. Also, it was announced that the annual conference for the Pennsylvania State Association of Township Supervisors is scheduled for April 19th-22nd.
- j. Snow Emergency Event: Chair D'Angelo moved that the Township confirm the declaration of a Snow Emergency event on March 5, 2015, related to the snow and ice accumulation at that time. Supervisor Moore seconded the motion, which carried unanimously.

Public Comment

- a. None.

Adjournment

Chair D'Angelo moved that the meeting be adjourned. The motion was seconded by Supervisor Moore, which carried unanimously. Meeting adjourned at 12:32 PM.

Respectfully submitted,

Betty Randzin
Township Manager/Secretary