Board of Supervisors Regular Meeting, Tuesday, July 2, 2013

The regular meeting of the Board of Supervisors of Sadsbury Township was conducted on July 2, 2013 commencing at 7:00 p.m. Chairwoman Stephanie Silvernail called the meeting to order. Present were Supervisors Mr. Greenfield and Ms. Horan, Township Solicitor, Mr. Pompo, Township Engineer/Zoning Officer, Mr. MacCombie, and members of the community.

A moment of Silence and Pledge of Allegiance were observed.

Ms. Silvernail made a motion, seconded by Ms. Horan, to waive the reading of the minutes of the previous meeting. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to adopt the minutes of the previous meeting. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Township Police Report: Chief Ranck reported that for the month of June, 2013 the Township Police patrolled 5,634 miles and handled 387 incidents which include 21 calls answered by the Pennsylvania State Police. Township Police activities are as follows: 3 theft complaints, 2 burglaries, 14 suspicious condition/suspicious vehicle, 12 alarms, 19 domestics, 8 disturbances, 8 vehicle accidents, 9 assist other Police Departments, 19 Fire and Ambulance assist, and 79 miscellaneous public service calls. Chief Ranck stated the Township Police conducted 10 criminal arrests, 5 drug arrests, 1 public drunk, 1 harassment, and 6 underage drinking. During the month of June, Township Police conducted 94 traffic stops and issued 71 traffic citations and 9 warnings were issued, either verbal or written. Commercial motor carrier inspector, Officer John Smith conducted 5 motor carrier inspections during June which resulted in multiple citations for equipment violations. The Township Police conducted a total of 149 residential, business, vacation, and Township property checks during the course of their tours of duty in an effort to maintain police presence for Township residents. Chief Ranck reported that on June 26, 2013 The Sadsbury Police took delivery on 1 of 2 of their 2013 Ford Interceptor police vehicles which also displays an updated graphic design. The entire Police department extends their sincerest gratitude to the Board of Supervisors and the residents of Sadsbury Township for being able to provide the Police Department with the most up-to-date equipment. The Township Police would like to extend sincere thanks and gratitude for the total of \$4,300.00 in donations received by the following Township businesses which will be utilized for upgrading the records management program. Donations were received by the following: Penguin Industries \$1,000.00, Cumberland Insurance \$100.00, Nathan Trotter \$500.00, CTDI \$500.00, Uticom Systems \$200.00 and Wal-Mart \$2,000.00.

<u>Sadsbury Township Road Department Report:</u> Mr. Simmons reported that due to the heavy rains for the month of June, the Road Department has been checking and maintaining drains, inlets, outlets and culverts almost on a daily basis. Approximately

six road signs were damaged, and were repaired by the Public Works Department without replacing them with new signs and only needing to replace the hardware. The Public Works department also performed roadside mowing and removal of woody debris within the road right-a-way on sections of Octorara Road, Quaker Road, Sadsbury Road, Lieke Road Limestone Road, Chestnut Street, Compass Road, Skiles Road, Old Mill Road, Railroad Alley, Timacula Road, and Quarry Road. Several pot holes were filled on Octorara, Sadsbury Road, at the Township line, and a few on Ramsey Alley. Mr. Simmons met with PennDot's Assistant Manager for Chester County and escorted him to several locations in the Township concerning clogged storm drain boxes and pipes. PennDot will replace the grate and flush out all the drain boxes and pipes located at the intersection of Morris Lane and Lincoln Highway. PennDot will also clean out the boxes and flush the pipes at Old Wilmington Road at Bonsall School Road. All Township property has been maintained. The Township building was power washed on the west and south sides of the building. The Public Works Department has been busy maintaining the Bert Reel Park and the ball field. Mr. Simmons would like to thank Earl Taylor for removing grass from the infield and for helping to keep the ball field safe and in good condition. Maintenance checks have been done on all Township equipment. At the May, 2013 meeting, the Board of Supervisors approved the complete service of the 1999 John Deere Backhoe 410E to be done by Atlantic Tractor. Also approved was for Atlantic Tractor to diagnose and quote a price for a malfunctioning in the steering. An Atlantic Tractor tech came to the Township to service the Backhoe and was unable to diagnose the problem and stated the Backhoe would have to be transported back to the Atlantic Tractor facility. Mr. Simmons stated he has prepared quotes for the service of the two generators in the Township, located at the Township Building and at the pumping station on Timacula Road. Modern Group has prepared three different types of plans with a description of the maintenance agreement and the cost of each different plan. Mr. Simmons stated the equipment hours are 15.3 and vehicle miles are 523 for the month of June.

Ms. Silvernail stated they will discuss the repair of the 1999 John Deere Backhoe 410E at the budget work session scheduled for July 18, 2013.

Ms. Silvernal stated Penn Power uses Modern Group parts, so the Board is more inclined to go with the Modern quote for \$2,590.00.

Ms. Silvernail made a motion, seconded by Mr. Greenfield to accept the quote of \$2,590.00 from Modern Group for 2 major and 2 minor service visits for the generator at the Township Building and the generator at the pumping station on Timicula Road. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. Simmons stated that a Sadsbury Fire Company member is interested in the old plow that is no longer in use. Mr. Simmons stated they took it off the truck in 2006. The person stated if the Township is willing to donate the plow, the gentleman would take care of the Sadsbury Fire Company parking lot. Mr. Simmons will get more information and get back to the Board for a later discussion.

Township Engineer Report: Mr. MacCombie reported Dan Malloy Paving will begin the repairs on Compass Road within the next two weeks. Mr. MacCombie stated he is working on the bid specs for the Compass Road drain and surfacing project and would like to have the Board's permission to advertise for bids.

Ms. Silvernail made a motion, seconded by Ms. Horan, to allow Mr. MacCombie to advertise bid specs for road drain and surfacing project on Compass Road for 2013. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. MacCombie stated the Village Enhancement Project is on schedule to meet the time line so the Township does not lose the grant.

Mr. MacCombie stated the Department of GIS in the county makes available to the Emergency Services of the Township and the Road Department access to the sanitary sewer lines and storm sewers located in the Township.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to enter into the GIS Consortium Tier II Agreement with the County for a fee of \$3,600.00. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. MacCombie stated DEP Wants him, West Caln, and Pennsylvania American Water Company to appear at the DEP office in Norristown on Wednesday at 10 a.m. for a meeting. Mr. MacCombie does not know what the meeting is about, but he can assume it concerns the West Caln discharge through Sadsbury, which Pennsylvania American did not approve as yet, or it could concern our pump station at Timacula Road. The Board would like Mr. MacCombie to attend the DEP meeting.

Mr. MacCombie reported he has an Engineering Escrow release of funds for Sadsbury Arcadia Associates, L.P. Sadsbury Park Phase 2A in the amount of \$129.37 for the Board's approval.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to approve an Engineering Escrow release of funds for Sadsbury Arcadia Associates, L.P. Sadsbury Park Phase 2A in the amount of \$129.37 per Mr. MacCombie's recommendation. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. MacCombie reported he has an Engineering Escrow release of funds for Sadsbury Commons LP, Sadsbury Commons – phase 1B in the amount of \$59.37 for the Board's approval.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to approve an Engineering Escrow release of funds for Sadsbury Commons LP, Sadsbury Commons – Phase 1B in the amount of \$59.37 per Mr. MacCombie's recommendation. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. MacCombie reported he has an Engineering Escrow release of funds for Sadsbury Commons LP, Sadsbury Commons – Phase 1B Lancaster General Medical Office Building in the amount of \$59.37 for the Board's approval.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to approve an Engineering Escrow release of funds for Sadsbury Commons LP, Sadsbury Commons – Phase 1B Lancaster General Medical Office Building in the amount of \$59.37 per Mr. MacCombie's recommendation. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

<u>Township Solicitor Report:</u> Mr. Pompo stated that at the last month's meeting, the Board of Supervisors agreed to an Intergovernmental Partnership Agreement with PennDot concerning the Village Enhancement Agreement. PennDot requires a resolution to accompany the agreement authorizing and delegating signature authority for the execution of the agreement.

Ms. Silvernail made a motion, seconded by Ms. Horan, to adopt Resolution 2013-08, as requested by PennDot, authorizing and delegating signature authority for the execution of the Intergovernmental Agreement. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Mr. Pompo reported that the Zoning Hearing Board granted approval for the Sadsbury Self Storage wall sign and Mr. & Mrs. Pawling's home addition.

Mr. Pompo reported that the appeal by the Board of Supervisors of the Zoning Hearing Board's approval of the variance for Gateway Church to have an LED sign has been ruled in favor of the Township, and the decision by the Zoning Hearing Board has been overturned.

Mr. Michael Gill presented the Board of Supervisors an amendment to the Sign Ordinance that was prepared for the Sadsbury Commons Development. Mr. Gill stated that he would like lots fronting Routes 30 & 10 to have freestanding signs located in a master development. The maximum permitted sign area per sign face shall be 200 square feet. This size sign would be visible on Routes 30 & 10, and the reason for the Zoning Amendment would be so they will not have to come back and ask for relief when other buildings are built in the development. Mr. Gill stated that the 24 square foot sign in the Zoning Ordinance is not appropriate for this type of development.

Mr. MacCombie stated the draft Ordinance prepared by Sadsbury Commons should state exactly Business Route 30 or the Route 30 Bypass to be aware that other businesses along Rt. 30 will not be included in the Ordinance.

Mr. Pompo stated that the language has to be reworked in the draft ordinance and make it more defined.

Mr. Gill stated the plan is to have two signs on Route 10 and one sign on Route 30.

The Board of Supervisors agreed to table the draft Ordinance until the next meeting and in the meantime Mr. McCombie and Mr. Pompo can look over the Ordinance and change language and fine tune it. The Planning Commission can look over the draft Ordinance at their July meeting.

Township Planning Commission Report: Mr. Greenfield reported the Planning Commission did not have any business so the meeting was cancelled.

Township Zoning Report: Mr. MacCombie reported there are 3 deck permits issued in Sadsbury Park, Keystone Novelties permit to sell fireworks, Dave Reynolds on Settlers Path has a permit to put in a fence and shed, and Brewer Memorial Church needs to go to the Zoning Hearing Board, per Jeff Sommers; to construct a bathroom. Mr. MacCombie also reported that Mr. Disciullo wants to subdivide a property at Wallace Avenue and Lemon Alley and will make a formal submission. Mr. MacCombie reported that a shed at 1906 Valley Road was denied because the property is divided by Lemon Alley and the shed would be on a separate deeded property which would be in violation of the Zoning Ordinance. A basketball court was constructed in Quarry Ridge without the issuance of a grading permit. This property needs to be surveyed to make sure there is no violation concerning impervious coverage. There is a deadline of 30 days to have this done.

Keystone Valley Fire Company Report: Mr. Stackhouse stated that the minutes of last meeting should reflect that Mr. Gathercole gave the report for the month of April and Mr. Stackhouse will give the report tonight for the month of May. Mr. Stackhouse reported for the month of May, 2013, the Keystone Valley Fire Department answered 23 calls for: 7 fire, 8 rescue, 2 ambulance assist, 5 fire police only, and 1 public service. The response by municipality is as follows: Sadsbury Township 6, West Sadsbury Township 7, Highland Township 3, Parkesburg Borough 5, and Other 2. The average response by personnel is 10. There have been 9 in house training hours with the average attendance of 30 members. The Keystone Valley Fire Department Monthly EMS Report for the month of May was given by Stephanie A. Klingler, EMS Captain. She stated that the KVFD responded to 72 calls for the month of May. Time breakdown was 50 calls from 0600-1800 hours and 22 calls from 1800-0600 hours. The May duty calendar showed 5 nights that had no volunteer staffing.

<u>Sadsburyville Fire Company Report:</u> Ms. Supplee gave the report for Mr. Grossman. Ms. Supplee reported that for the month of June Sadsburyville Fire Company had 16 fire responses for: 1 gas leak inside, 4 motor vehicle accidents with injuries, 1 assist EMS cardiac arrest, 2 house fires, 1 trees and wires fire, 2 automatic fire alarm, 1 vehicle fie, 1 trash fire, 1 residential rescue, 1 fuel spill, and 1 smoke investigation outside. The assists to other departments as follows: Sadsbury Township North 9, Sadsbury Township South 2, Valley Township 2, East Fallowfield Township 2, and West Caln Township 1. Traveled miles were 111 which averages out to 6.9 miles per call. Time in service was 8 hours and 37 minutes. For the month of June there were

volunteer firefighters responding 113-average 7.1 per call. The combined firefighter training hours was 85.5 and the combined personnel fundraising hours were 100. Ms. Supplee also reported that the June 2013 QRS responded to 12 calls for: Sadsbury Township 10, West Caln 1, and Valley Township 1, and assisted Ambulance 8, 44, and 144. The breakdown of the calls was as follows: medical 6, fall 3, cardiac arrest 2, and residential rescue 1. Time in service was 202 minutes, traveled 28 miles and 35 members responding.

<u>Emergency Management Coordinator Report:</u> Mr. Taylor reported he received his EMT recertification. Mr. Taylor stated he has a problem with cars parking in front of fire hydrants. Mr. Taylor reported he went to Stryker Brigade Readiness Center to have firemen look over building.

<u>Chester County Airport Update:</u> Mr. Roberts reported there is no meeting in July for the Chester County Airport.

Payment of Invoices:

Mrs. Silvernail made a motion, seconded by Mr. Greenfield, to pay the June general fund invoices in the amount of \$90,115.45. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Ms. Silvernail made a motion, seconded by Ms. Horan, to pay the June sanitary sewer invoices in the amount of \$50,783.26. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Tabled Business:

Ms. Silvernail stated that she and Mr. Greenfield attended the Valley Township Board of Supervisors meeting in June, 2013, concerning Hoffman Avenue. Ms. Silvernail reported that she feels a good argument was made about Hoffman Avenue to the Valley Board.

Ms. Silvernail stated that it is the time of year to begin the process of budget meetings for the year 2014.

Ms. Silvernail made a motion, seconded by Mr. Greenfield, to advertise Thursday, July 18, 2013 at 9:00 a.m. as the first budget meeting for 2013 for the 2014 budget. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

New Business:

Joe Russella came before the Board of Supervisors asking the Board to accept the initial Land Development submission for Sikorsky Global Helicopter, 110 East Stewart

Huston Drive and consider a waiver request to have the project submitted as a preliminary/final application.

Ms. Silvernail recused herself from the proceedings with Sikorsky Helicopter as she has a professional relationship through her business. Ms. Silvernail turned the meeting over to Ms. Horan, Vice Chairman.

Mr. Russella explained that Sikorsky Helicopter found that for security reasons they need to expand and have a secured delivery center outside of the facility and general business area. Mr. Russella stated they would like to expand by 2,000 square feet, which would have space for meeting and conducting business outside of the plant. The areas would have 2 restrooms, 1 men's and 1 women's; both would be handicap compliant. Mr. Russella stated there will be no outside disturbance of utilities and no increase in the overall approved footage. He also stated that Pennsylvania American Water has agreed to relocate the water line. Mr. MacCombie asked how they will secure the area? Chuck DiLabbio, Director Facilities and Security at Sikorsky, stated there will be a security officer stationed at the site. Mr. MacCombie stated that moving the water lines will require an easement. Mr. Russella stated they are in the process with Pennsylvania American and are waiting to see where the municipal approval falls. Mr. MacCombie stated the expansion is minor in nature as there will be no public improvements and it is a singular addition to a building under 4,000 square feet. Ms. Horan stated that if a waiver is granted, the request would have to go through the process of the Planning Commission, Chester County Planning Commission, and all other reviews one time and not go through the process twice. Mr. Pompo advised to defer the decision on the waiver, have the Engineer review the plan, and have Mr. Russella make a presentation to the Planning Commission at their July meeting, for their recommendation.

Ms. Silvernail stated that the Police Department is requesting permission to upgrade their records management program from Informant, which is an outdated system, to Cody, an advanced records management system that is currently in use by approximately 80% of the Chester County municipalities. Sergeant Imhoff stated that Cody is linked through Chester County with Township's Police Departments. It would allow officers to complete reports, log complaints, and record incidents directly from their patrol vehicles, streamlining the reporting process and increasing productivity. All current hard folders pertaining to NCIC, stolen guns, vehicles, registration plates, stolen articles, evidence, traffic citations, etc; would be stored in Cody and ultimately eliminating these documents being filed in filing cabinets. The police department has received donations from local business in the amount of \$5,000.00 to assist in purchasing Cody. The cost to upgrade the records management system to Cody is \$15,000.00. Chief Ranck stated that the Cody systems has offered the Township a no interest 60-40 payment plan in an effort to keep the initial expenditure cost to a minimum. The cost would be \$9,000.00 in cost for 2013 less \$5000.00 in donations, leaving a cost for 2013 of \$4,000.00 and \$6,000.00 for 2014, which would be incorporated into the 2014 budget. Ms. Silvernail stated that the Police Department received donations in the amount of \$5,000 for the purpose of obtaining this system. It would leave a balance of \$4,000 cost for the year 2013. The balance of \$6000 will be discussed at the budget meeting for the 2014 year.

Ms. Silvernail made a motion, seconded by Ms. Horan, to allow the Police Department to purchase the Cody records management system with the amount of \$4,000 out of the 2013 budget because of \$5,000 in donations and the amount of \$6,000 to come out of the 2014 budget, at total cost of \$15,000. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Ms. Silvernail stated the Township received a letter from a resident requesting a fireworks permit. Ms. Silvernail feels this would be a liability issue and the Township does not issue permits for fireworks. Mr. Pompo stated that state law would supersede any laws that the Township would have on this subject and State Law requires permission from the Township and could require a bond from the resident, and the resident needs to be licensed. Sergeant Imhoff stated that to work with Class C fireworks you need to have a pyrotechnician license. Ms. Silvernail stated there is not enough time to make sure all the criteria is met and the Board cannot issue a permit and the request is denied.

Public Comment:

Jackie Taylor stated the house next door to her on North Street is vacant and it has people going in and coming out of the house. Ms. Silvernail stated she will send the Building Codes to the house and get it resolved.

Adam Grossman thanked the Board for advertising the Sadsbury Fire Department's Chicken Barbeque on their website.

Kingsway Church wants to sell an acre of land, some of which is in West Caln because they need a new roof and new furnace. The acre is not needed by the church and Donald Cairns will buy it and use it for farming. Mr. MacCombie stated to file a subdivision application and go to the Zoning Hearing Board and it possibly could be approved. Mr. Pompo suggested to have Mr. Cairns do the subdivision request and pay for it and contact Mr. MacCombie.

With there being no further business, Ms. Silvernail made a motion, seconded by Mr. Horan to adjourn the meeting. With there being no questions from the public, the Board voting "aye", the motion passed unanimously.

Respectfully Submitted

Linda Shank Secretary