

Caln Township Board of Commissioners  
253 Municipal Drive  
Thorndale, PA 19372  
February 25, 2016 8:00 p.m.

Call to Order and Pledge of Allegiance.

Moment of meditation.

Prior to the meeting, an Executive Session was held to discuss legal and personnel matters.

Attendance – Cynthia Eshleman, President; Jennifer Breton, Vice President; John Contento, Commissioner; Joshua Young, Commissioner; George Chambers, Commissioner; Jeffrey McClintock, PE, CFM, Township Engineer; Kristin Camp, Esquire, Township Solicitor; and Colleen Lockwood, Recording Secretary.

Coatesville Youth Initiative - President Eshleman presented Coatesville Youth Initiative staff members Chaya Scott and Tony Scheivert with a Proclamation by the Board of Commissioners for their efforts with area youth.

Caln Elementary - Vince Rose accepted a Proclamation by the Board of Commissioners on behalf of the Caln Elementary PTA relating to the 4<sup>th</sup> and 5<sup>th</sup> graders' quilt for the school's Anti-Bullying Program. Photos of the children's patches were on display at the meeting.

Citizens to be Heard – None this evening.

**Ordinances and Resolutions for Consideration**

Resolution Adopting Chester County Multi-Jurisdictional Hazard Mitigation Plan – President Eshleman presented Resolution 2016-04 for approval by the Board, which will allow the Township to apply for FEMA or PEMA when needed. President Eshleman entertained the motion to approve the Resolution. Moved by Vice President Breton and seconded by Commissioner Chambers. Vote passed 5-0.

Approval of Resolution 2016-05 – Resolution of the Board of Commissioners creating a Stormwater Advisory Committee and adoption of Bylaws. Mr. McClintock noted that there will be information on the township's website for the public to submit their interest. President Eshleman entertained the motion to approve the resolution. Moved by Commissioner Contento and seconded by Vice President Breton. Vote passed 5-0.

Resignation of Township Manager Gregory Prowant – President Eshleman entertained a motion to accept the resignation letter of Township Manager Gregory Prowant, which was tendered on and effective as of February 25, 2016. Mr. Prowant had six weeks of vacation time acquired, which he will use until it is exhausted. The Board members acknowledged Mr. Prowant's fifteen years of service to the residents of Caln Township and expressed well wishes for him and his family. Moved by Commissioner Young and seconded by Vice President Breton. Vote passed 5-0.

Approval of Severance Agreement – The Board discussed the Severance Agreement which was based on a Memorandum of Understanding that was signed at the time Mr. Prowant was hired in the year 2000, and which he will receive upon finalization of his retirement. President

Eshleman entertained a motion to approve the Severance Agreement. Moved by Commissioner Chambers and seconded by Commissioner Chambers. Vote passed 5-0.

Local Government Management Services (LGMS) – The Board discussed the role of LGMS in conducting a search for a new Township Manager. They will provide an Interim Township Manager, Mr. Peter Marshall, who will begin work next week on a part-time basis at a rate of \$105.00 per hour. President Eshleman entertained a motion to approve the hiring through LGMS of Mr. Marshall as Interim Township Manager. Moved by Vice President Breton and seconded by Commissioner Young. Vote passed 5-0.

Public Safety – Police Chief Elias gave an update on service and personnel matters. Police officers answered 1,146 calls for service in January. He shared that during this week's heavy rainfall, the police, fire, road crews, water department and PennDOT worked through the night to handle flooded underpasses, roads, and had the situation controlled by the morning.

Fire Chief Cordisco reported that in January the Fire Department responded to 43 fire alarms, with an average response time just over 8 minutes. 286 responders served 259.75 hours. He shared that three department members are currently awaiting national certification. Eight Fire Police members have passed training and will be eligible to receive death benefits, the same as firefighters.

The fire engine that is for sale on an equipment website has gotten no interest so far. There was discussion about reducing the asking price and possibly listing it with additional brokers. Mr. Contento asked about the per diem driver coverage. Chief Cordisco reported that in January the three drivers hired provided 100% coverage.

Transfer of Truck from Code Enforcement to the Fire Department - Board members discussed the 2008 Ford F150 pickup truck belonging to Code Enforcement being transferred to the Fire Department. Consensus by the Board to do this was favorable. President Eshleman entertained a motion to transfer the truck from Code Enforcement to the Fire Department. Moved by Commissioner Young and seconded by Commissioner Contento. Vote passed 5-0.

Superintendent of Life Safety (SLS) Ray Stackhouse/Hazard Mitigation Plan – During winter storm Jonas, expenditures were as follows: Labor costs were \$13,900.00 \$30,472.00 for equipment use, \$12,732.00 for materials, totaling \$57,137.00.

Mr. Stackhouse discussed the \$20,000.00 which is budgeted for the purchase of 15 to 20 portable radios. After reviewing the options it looks like Motorola will be the best choice. These radios will be routinely used by municipal staff and will allow emergency personnel to coordinate on the same channel during emergency situations.

Mr. Stackhouse recently met with Coatesville Area School District staff members to discuss their upcoming Junior and Senior proms. He also noted that the SLS guidelines are currently being worked on, and that a Homeland Security Grant is being sought by the Township.

#### **Community Outreach - Nick Winkler**

Newsletter Update – The new format increases print amount at a reduced cost of 30% through partnerships with area businesses.

Event Update – Mr. Winkler shared news about upcoming events. An Easter Egg Hunt will be held on Saturday, March 19, 2016 at 1:00 p.m. There will be a multi-township shredding event on April 9 at the K-Mart parking lot from 9:00 a.m. to 12:00 p.m. Caln Pride Day is scheduled for April 23, 2016 from 8:00 to 11:00 a.m., and the Live United in Color 5k Run and walk will be held on May 1, 2016 at 2:00 p.m.

Public Kiosk – Mr. Winkler again proposed the idea of having a public kiosk in the lobby for online bill pay for residents, public records searches, and to display information for the general public, in accordance with Right to Know. The Board members emphasized that the public would not have to use the kiosk to pay their bills and that there still would still be a customer service element at the front office.

Finance Report/Monthly Report – Mr. David Fiorenza, Auditor, gave his report. He shared that revenues came in good and expenditures came in less than expected. He noted that the fund balance is favorable by \$150,000. Mr. Contento asked him about the status of the auditing process. Mr. Fiorenza noted that the Sewer Authority audit is underway at this time.

Bill List - General check numbers 37,445 to 37,516; and Bond check numbers 1,137 to 1,139 – President Eshleman entertained a motion to approve the aforementioned check numbers. Moved by Commissioner Young and seconded by Vice President Breton. Vote passed 5-0.

**Township Engineer Jeffrey W. McClintock, PE, CFM – Land Development Items**

4214 Lincoln Highway Denron Signs LD Waiver 2016 – Debra Shulski, Esquire was present with the landowner to seek approval of a waiver, with six conditions outlined. President Eshleman entertained a motion to grant the Waiver. Moved by Commissioner Contento and seconded by Commissioner Young. Vote passed 5-0.

CTMA Municipal Drive Pump Station LD Waiver 2016 – McClintock presented a waiver for consideration with five conditions. President Eshleman entertained the motion to approve the waiver from a letter dated February 12, 2016. Moved by Commissioner Chambers and seconded by Vice President Breton. Vote passed 5-0.

Historical Commission - No discussion held.

Report Chart Review – None at this time.

2016 Roussey Drive Asbestos Inspection – Mr. McClintock discussed the potential demolition of an old apartment home on the golf course. An Asbestos Containing Building Materials Inspection is needed. Advantage Engineers submitted a proposal to provide this service for \$1,750.00 for a base inspection and \$600.00 to collect an estimated 40 samples. The total cost would be \$2,350.00. The Board asked Mr. McClintock to obtain an additional estimate and present it at the next meeting.

2015 Caln Township Generator Procurement and Installation Project Status - The generators are installed. Twenty battery units for \$50 a piece were purchased and the generators are running in full load condition during the weekly testing. The Township building and police department will now be operational at all times in future power outages. The project will be closed in the next few weeks after Mr. Vietri receives the remainder of payment for services.

Lawn Mowing Bids – Mr. McClintock presented three bids received by the Township for lawn mowing services, from current contractor Hurricane Hill Farm, Dan Kelly's Landscaping, and M&M Landscaping. The Board discussed all three proposals. President Eshleman entertained a motion to approve the contract with Hurricane Hill Farm for up to 28 cuttings during the 2016 season for \$35,860.00 excluding Park West, which is maintained by Dave Hatt. Moved by Commissioner Young and seconded by Vice President Breton. Vote passed 5-0.

Grant for Sidewalk Replacement in front of Wedgwood (Verbally added to Meeting Agenda by President Eshleman) - President Eshleman shared that a grant in the amount of \$341,000.00 received from the County has been awarded to the Township for replacement of the sidewalks in front of the Wedgwood development. The grant would cover 80% of the estimated cost of \$426,455.00. This upcoming project will be discussed in further detail at an upcoming meeting.

Approval of Minutes of January 14, 2016 – President Eshleman entertained a motion to approve the minutes from the January 14, 2016 meeting. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.

Public Comments – None.

Adjournment – President Eshleman entertained a motion to adjourn the February 25, 2016 meeting at 9:40 p.m. Moved by Commissioner Contento and seconded by Commissioner Young.

Respectfully Submitted by,

Colleen Lockwood  
Recording Secretary