

Caln Township Board of Commissioners  
253 Municipal Drive  
Thorndale, PA 19372  
November 17, 2016 7:30 PM

**Call to order and pledge of allegiance.**

**Attendance** – Cynthia Eshleman; President, Jennifer Breton; Vice President, John Contento; Commissioner, Joshua Young; Commissioner, George Chambers; Commissioner, Chuck Wilson; Finance Director, Jeffrey W. McClintock, PE, CFM; Township Engineer, Township Manager; Kristen Denne, ICMA-CM, and Denise Miller Recording Secretary.

**Moment of Silence** – Commissioner Eshleman called for a moment of silence for all first responders and military, all over the world.

**Executive Session**

Commissioner Eshleman announced that there was not an Executive meeting held before tonight's meeting but one will be held following tonight's meeting for the fitness session requirements.

**Citizens to be heard**

Rick Jilek of 280 Watson Avenue presented a petition from the residents in his development regarding a pit bull running loose. Mr. Jilek noted that this dog has recently bit his daughter's dog and there was also a prior bite that was not reported to the SPCA. He presented the dog's owner will a bill, from his daughter's dog incident, but it has not been paid to date. The Board directed him to the District Justice regarding the bill, and asked Ms. Denne to call the SPCA to find out their policy on dog bites.

**Ordinances and Resolutions for Consideration**

**Thorndale Volunteer Fire Company Agreement of Sale** – Mrs. Camp noted she approved the agreement with the Thorndale Volunteer Fire Company and offered it tonight for Board consideration. Commissioner Eshleman entertained a motion to authorize the President to sign the Agreement of Sale for the Thorndale Fire Company outlined by Mrs. Camp. Moved by Commissioner Breton and seconded by Commissioner Chambers. Vote passed 5-0.

**Thorndale Volunteer Fire Company Access Easement Agreement** – For Board consideration, Mrs. Camp offered an Access Easement Agreement for the Thorndale Volunteer Fire Company. Commissioner Eshleman entertained a motion to approve the President to sign the Access Easement Agreement once we enter into the Agreement of Sale. Moved by Commissioner Breton and seconded by Commissioner Young. Vote passed 5-0.

**Public Safety**

**Fire Chief Cordisco** – Chief Cordisco presented his October 2016 report. He also noted Santa will be going around the Township on December 10<sup>th</sup> from 8:00 AM – 2:00 PM.

**Police Chief Elias** – Chief Elias presented his October 2016 report. He also noted a Toys for Tots drop off in the police lobby and the shop with a cop event on Saturday December 10, meeting at the Olive Methodist Church at 8:30 AM and proceeding to the Walmart store. Commissioner Eshleman asked for an update of the police signs. Chief Elias noted he received a \$100.00 donation towards the signs as of today. After Board discussion, consensus was to order 100 signs and try and get more donations.

Appointment of Police Chaplain – Commissioner Eshleman entertained a motion to advertise an ordinance for appointment of a police chaplain for the Caln Township Police Department. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.

Ray Stackhouse – Director of Buildings & Life Safety – Mr. Stackhouse was not in attendance. Ms. Denne noted the proposed roof project would be moving the door with access to the roof and therefore moving Mr. Stackhouse's door to the front so that the access to the access area of the office is secure.

### **Township Manager – Kristen Denne**

Griffith Farm Lease Renewal – For Board consideration, Ms. Denne offered the Griffith Farm Lease Renewal extension until December 31, 2017. Commissioner Eshleman entertained a motion to approve the Griffith Farm Lease extension until December 31, 2017 in the amount of \$31,356.00. Moved by Commissioner Chambers and seconded by Commissioner Breton. Vote passed 5-0.

Stormwater Advisory Committee Appointment – Ms. Denne recommended interviewing the applicant at 7:00 PM before the December 15, 2016 meeting. Board consensus was for Ms. Denne to make those arrangements.

Proposed 2017 Meeting Schedule – For Board consideration, Ms. Denne offered the 2017 proposed meeting schedule and noted she would like to advertise it in December. After Board discussion, Board consensus was to table further discussion until the December 1 meeting. Commissioner Young noted that the August 24 date should be changed to August 31.

Capital Items Update – Ms. Denne noted that the budget committee requested two immediate security needs at approximately \$19,500.00. Doors for the public works facility with electric mags, and an electric mag for the glass door. Ms. Denne also noted that Mr. McClintock is working on quotes for a sound system for the meeting room.

Ingleside Golf Monthly Report – Ms. Denne noted that the manager from the golf course will start attending the monthly meeting in January.

Wastewater Operations Monthly Report – Ms. Denne noted that she will be attending the Authority's monthly meetings.

Presentation of Draft 2017 Budget – Ms. Denne gave a brief presentation of the 2017 budget. She noted scenarios to cover the entire general fund deficit or a combination of the scenarios. Scenario 1: Increase taxes by .5 mil which would cover the general fund deficit of \$345,000.00, the fund balance that we have over and above that 10% threshold could be used to either enhance your pension obligation, which would drive down the MMO, or to fund capital debt reserve. Scenario 2: Use of fund balance to cover the entire deficit of \$345,000.00. Scenario 3: 2017 Three tenths of a mill increase and utilize some of the fund balance and then in Fiscal Year 2018 there would have to be a minimum 2 tenths of a mill increase and the need to utilize more of the fund balance. Ms. Denne would like to discuss these options further at the November 29 workshop.

### **Finance Report – Mr. Wilson**

Monthly Report – Mr. Wilson gave a brief financial report for period ending October 31, 2016.

Bill List – 38895-39014 and Bond check 1163 – Commissioner Eshleman made a motion to approve checks 38895-39014 and Bond check 1163. Moved by Commissioner Young and seconded by Commissioner Breton. Vote passed 5-0.

ICMA Authorization – Mr. Wilson requested approval for the appropriate person to execute the paperwork to transmit the Township Manager's pension contribution to ICMA. Commissioner Eshleman entertained a motion to permit the Finance Department to complete the paperwork to transmit the Township Manager's pension contribution to ICMA. Moved by Commissioner Young and seconded by Commissioner Chambers. Vote passed 5-0.

### **Engineering – Mr. McClintock**

Report Chart – Mr. McClintock noted that there are no items for Board action at this meeting.

Verizon Cell Tower-253 Municipal Drive Waiver Request – Mr. McClintock offered a waiver requested by Verizon Wireless to allow the inside diameter of a storm pipe be less than the minimum diameter of 18 inches per Section 135-311.C of the Stormwater Management Ordinance. Commissioner Eshleman entertained a motion to approve a waiver requirement to allow the Verizon Cell Tower to have a stormwater pipe that is less than the current requirement of 18 inches. Moved by Commissioner Chambers and seconded by Commissioner Breton. Vote passed.

2016 Caln Township Pavement overlay Project Change Order Request – Mr. McClintock asked the Board for approval to allow him to process final payment by approving a change order of \$8,638.80. Commissioner Eshleman entertained a motion to approve a change order in the amount of \$8,638.80. Moved by Commissioner Young and seconded by Commissioner Breton. Vote passed 5-0.

### **Other**

Permission to Salvage the Retired Speed Trailer – Mr. McClintock requested Board permission to apply for a salvage certificate from the state for the retired speed trailer since it is a titled vehicle. Commissioner Eshleman entertained a motion to proceed with applying for a salvage certificate from the state, with the President or the Manager signing off. Moved by Commissioner Breton and seconded by Commissioner Chambers. Vote passed 5-0.

Thorndale Volunteer Fire Company Sign Variance Fee Waiver Request – Chief Cordisco requested that the Board waive the variance application fee for the Thorndale Volunteer Fire Company to install a new electronic message board. Commissioner Eshleman entertained a motion to approve Thorndale Volunteer Fire Company request for a variance application fee waiver. Moved by Commissioner Young and seconded by Commissioner Contento. Vote passed 5-0.

### **Ordinances and Resolutions for Consideration**

Ordinance 2016-05 – Commissioner Eshleman entertained a motion to approve Ordinance 2016-05 amending Chapter 149 to establish various stop sign intersections within the developments known as Kings Grant and Clarelyn. Moved by Commissioner Chambers and seconded by Commissioner Young. Vote passed 5-0.

Resolution 2016-34 – Commissioner Eshleman entertained a motion approving Resolution 2016-34 authorizing the Township to participate in the Western Chester County Council of Governments Regional Emergency Management Group. Moved by Commissioner Breton and seconded by Commissioner Chambers. Vote passed 5-0. Commissioner Young asked Mrs. Denne for a signed letter from the Township stating that this Resolution was approved. Ms. Denne noted that she will provide Commissioner Young with his request.

Resolution 2016-35 – Commissioner Eshleman entertained a motion adopting Resolution 2016-35, revisions to the schedule of fees for administration and inspections performed by Township staff. Moved by Commissioner Chambers and seconded by Commissioner Young. Vote passed 5-0.

### **Approval of Minutes**

September 29, 2016 – Commissioner Chambers noted a couple of corrections to the minutes. Commissioner Eshleman entertained a motion to approve the September 29, 2016 minutes, with corrections noted by Commissioner Chambers. Moved by Commissioner Breton and seconded by Commissioner Contento. Vote passed 5-0.

### **Additional Business**

Commissioner Eshleman called for additional business. There was none.

### **Public Comments**

Ron Miller of 21 Marshall Circle fully supports a tax increase as outlined by Ms. Denne.

Ms. Denne introduced Ms. Driller as the new Recording Secretary for the Board of Commissioner's meeting. She also introduced Abbey Swan as the new Community Outreach person, starting on December 01, 2016.

### **Adjournment**

Commissioner Eshleman entertained a motion to adjourn the November 2016 meeting. Moved by Commissioner Contento and seconded by Commissioner Young. Vote passed 5-0.

Respectfully Submitted by,

Denise Miller,  
Recording Secretary