

Caln Township Board of Commissioners
253 Municipal Drive
Thorndale, PA 19372
October 13, 2016 8:50 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, Kristen Denne; Township Manager, Jeffrey W. McClintock, PE, CFM; Township Engineer, and Denise Miller Recording Secretary.

Executive Session

Commissioner Eshleman announced that there will be an Executive Session held tonight after the meeting is adjourned, to discuss legal and personnel matters.

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

Caln Community Day Donation Presentations

Commissioner Young and Mr. Rose presented and recognized those who helped and won events at the recent “Community Day Event”.

Citizens to be heard

Commissioner Eshleman called for Citizens to be heard. There were none.

Ordinances and Resolutions for Consideration

Resolution 2016-30 – Commissioner Eshleman entertained a motion to adopt Resolution 2016-30. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.

Resolution 2016-31 – Mrs. Camp offered Resolution 2016-31 for acceptance of public roads and stormwater management facilities located in Caln Township, specifically for a portion of Woodruff Road, King’s Grant Boulevard, Albermarle Court, Balmoral Road, and Fitzwilliam Court. Commissioner Eshleman entertained a motion to accept Resolution 2016-31 accepting King Grant’s roadway dedication. Moved by Commissioner Young, and seconded by Commissioner Breton. Vote passed 5-0.

Township Solicitor

Kings Grant Maintenance Security Agreement – Commissioner Eshleman entertained a motion to accept the Kings Grant maintenance agreement, as outlined by Mrs. Camp. Moved by Commissioner Young and seconded by Commissioner Chambers. Vote 5-0.

Auditor – Larry Maulo, Maulo & Company LTD

Mr. Maulo was in attendance and presented and reviewed the draft 2015 audit of the township Financial Statements. Mr. Maulo recommended that on the budgeting process for 2017, all salaries for each individual person are budget in the primary department where they work.

Land Development – Mr. Jeffrey McClintock PE, CFM-Township Engineer

He noted that the Wawa/Bondsville Project hearing will be held next Thursday at 7:00 PM in the township meeting room.

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

Engineering – Mr. Jeffrey McClintock P.E. CFM-Township Engineer

PAW Sylvan Drive Project – Mr. McClintock noted that this project was completed on October 12, 2016.

Sylvan Drive Culvert Replacement Project – Mr. McClintock noted that this project was completed on October 11, 2016.

2016 Caln Township Pavement Overlay Project – Mr. McClintock noted this pavement overlay project will include Windsor Lane as part of the base bid, and a portion of Moore Road as an alternate. The bids for this project came in on September 22, 2016 with Charlestown Paving and Excavation as the lowest bid in the amount of \$164,616.35. The project's Notice of Award was issued on September 30, 2016. The work is scheduled to start October 10, 2016. Commissioner Young noted he will provide staff with the phone number for Mr. Cloud who is the resident who called him.

US 322 Traffic signal ARLE Project – For Board consideration, Mr. McClintock offered a contract with Lenni Electric Corporation in the combined total base bid and alternate A of \$197,513.79. Commissioner Eshleman entertained a motion, to approve the contract with Lenni Electric Corporation with an alternate bid with a total of \$197,513.79. Moved by Commissioner Chambers and seconded by Commissioner Breton, Vote passed 5-0.

2016 Administration Building Roof Project – Mr. McClintock noted the Engineer is recommending to accept the lowest bid of \$116,000. He noted should that be accepted or should they look at using bond fund money. Discussion was held on the roof warranties. Mr. McClintock noted he will look into the warranties. No action was taken.

Public Works – Mr. Jeffrey McClintock P.E. CTM-Township Engineer

Roadwork Update – Mr. McClintock noted road work performed.

Chipping Update – Mr. McClintock noted the chipping program has been completed this week. Commissioner Contento noted ear protection is needed when employees are chipping, as he observed one of the employees not having ear muffs on during the chipping operation.

Equipment Update – Mr. McClintock noted he is working through various issues regarding the equipment and vehicles.

Other – Mr. Jeffrey McClintock P.E. CTM-Township Engineer

Data Archiving Update – Mr. McClintock noted Mrs. Camp is working on the DocStar contract for signature.

Bill List - 38747-38813 & Bond Check 1160

Commissioner Eshleman entertained a motion to approve checks 38747-38813 and Bond check 1160. Moved by Commissioner Contento and seconded by Commissioner Breton. Vote passed 5-0.

Township Manager – Kristen Denne

Ms. Denne noted that she met with Departments and will have a 30 day period for observation, she also met with Mr. Marshall regarding a closeout for some issues. Ms. Denne also noted that she is reviewing the employee manual and working on the pay plan and will continue working on it with the Consultant from Florida on October 20.

Approval of Minutes

August 25, 2016 minutes – Commissioner Eshleman entertained a motion to approve the August 25, 2016 minutes. Moved by Commissioner Young and seconded by Commissioner Breton. Commissioner Contento noted a few corrections. Commissioner Eshleman entertained a motion to approve the August 25, 2016

minutes with Commissioner Contento's noted corrections. Moved by Commissioner Contento and seconded by Commissioner Young. Vote passed 5-0. Commissioner Eshleman called for the original vote that was moved by Commissioner Young and seconded by Commissioner Breton. Vote passed 5-0.

September 8, 2016 minutes – Commissioner Contento noted several corrections. Commissioner Eshleman made a motion to approve the September 8, 2016 minutes with Mr. Contento's noted corrections. Moved by Commissioner Young and seconded by Commissioner Chambers. Vote passed 5-0.

Board and Commissions Updates-Summary by applicable Board Liaison

Park and Recreation – Commissioner Young noted Dan Yeoell has left employment with the township. He also noted the Halloween Parade will be held on October 29 at 1:00 PM, with a rain date of October 30.

COG – Commissioner Young noted they had an IT Company give a presentation on Regional IT where a company would outsource the IT work from each Municipality giving a bulk rate depending on how many municipalities participate. Mr. Young also noted a tentative date has been set to approve the Regional Emergency Management Bylaws and then send to each Municipality for review with the hope of approval at their January meeting. Commissioner Breton noted that she is representing the Township on the Regional Emergency Management Committee, and a meeting is scheduled to finalize the Bylaws and have them ready for the COG.

Municipal Authority – Commissioner Chambers noted that there is no update from their last meeting.

DARA – Commissioner Young noted he received the proposed budget for review and it will be approved at their next meeting.

Fire Board – Commissioner Contento noted discussion was held on the 2017 budget. He also noted that the Inter Agency Agreement discussion was postponed.

Planning Commission – Commissioner Breton noted the next meeting will be held on the 18th with the Comprehensive meeting immediately following.

Historical Commission – Commissioner Eshleman noted the new intern to start.

Zoning Hearing Board – Commissioner Contento noted that there is no update from their last meeting.

Additional Business

Commissioner Eshleman entertained a motion to approve the expenditure of the matching amount, by West Chester University, of \$ 835.00 for 10 hours a week for 11 weeks for the new intern to scan the Historical documents. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.

Public Comments

A resident commented on the discount cards.

Adjournment – Commissioner Eshleman entertained a motion to adjourn the October 13, 2016 meeting. Moved by Commissioner Chambers and seconded by Commissioner Contento. Vote passed 5-0.

Respectfully Submitted by,

Denise Miller,
Recording Secretary