

Caln Township Board of Commissioners  
253 Municipal Drive  
Thorndale, PA 19372  
October 27, 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, 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 prior to tonight's meeting, an Executive Session was held to discuss legal and personnel matters.

**Citizens to be heard**

Commissioner Eshleman called for any Citizens to be Heard. There were none.

**Ordinances and Resolutions for Consideration**

**Ordinance 2016-04** – For Board consideration Mrs. Camp offered Resolution 2016-04. Commissioner Eshleman entertained a motion to approve the Zoning Ordinance Amendment Retail Use Definition Resolution 2016-04. Moved by Commissioner Breton and seconded by Commissioner Chambers. Vote passed 5-0.

**Resolution 2016-32** – Commissioner Eshleman entertained a motion to approve the appointment of Township Treasurer and Deputy Treasurer and appointment of Charles Wilson as Township Treasurer and Bonita Smith as Deputy Treasurer. Moved by Commissioner Contento and seconded by Commissioner Breton. Vote passed 5-0.

**Resolution 2016-33** – Commissioner Eshleman entertained a motion to approve Resolution 2016-33, appointing Mary Kemble Slade as the Right-to-Know Officer. Moved by Commissioner Chambers and seconded by Commissioner Breton. Vote passed 5-0.

**Public Safety**

**Police Chief Elias** – Chief Elias presented his September 2016 report. Chief Elias noted the future appointment of Pastor Mark Moore as the Police Chaplain. Chief Elias also presented an update to the Board on the police support signs.

**Fire Chief Cordisco** – Chief Cordisco presented his September 2016 report.

**Ray Stackhouse – Director of Buildings & Life Safety** – Mr. Stackhouse noted a permit has come in for the Coatesville High School to hold a bon fire. For Board consideration, Mr. Stackhouse requested the transfer of the decommissioned police vehicle title to the Thorndale Fire Company Relief Association. Commissioner Eshleman entertained a motion to approve the decommissioned 2010 Ford Sedan police vehicle title to the Thorndale Fire Company Relief Association. Moved by Commissioner Young and seconded by Commissioner Contento. Vote passed 5-0. Mr. Stackhouse also gave a report on other projects in his department. Discussion

was held on the rental program project and staff was directed to come back to the Board with a recommendation on how to proceed with their next step in order to close this project.

### **Finance Report – Mr. Wilson**

Monthly Report – Mr. Wilson gave a brief financial report for period ending September 30, 2016.

Bill List – 38814-38894 and Bond checks 1161-1162 – Commissioner Eshleman made a motion to approve checks 38814-38894 and Bond checks 1161-1162. Moved by Commissioner Young and seconded by Commissioner Chambers. Vote passed 5-0. Mrs. Steele had several questions on the bill list.

### **Engineering – Mr. McClintock**

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

Sylvan Drive Culvert Replacement Project status – Mr. McClintock noted that the Certificate of Substantial Completion was issued on October 16, 2016. He is currently working on closing out the project.

2016 Caln Township Pavement Overlay Project status – Mr. McClintock noted that this is a Bond Fund project, and a change order of approximately 5% for \$7,700 will be up for possible discussion at the next meeting.

U.S. 322 Traffic Signal ARLE Project status – Mr. McClintock noted that the Notice of Award was issued for this project.

2016 Administration Building Roof Project status – Mr. McClintock noted the lowest bid came in, with all options, at \$116,792. He noted that Mr. Wilson verified with the Bond Council that we could pass an ordinance amendment that would allow us to use any monies left from the Bond Fund to do the roof. Mr. McClintock asked for permission to proceed with developing the required ordinance in the event that we have sufficient dollars to come back to the next meeting to seek Board approval to award this contract. After Board discussion, Ms. Denne noted that she and the staff will present payment options for the next meeting. No action was taken.

Stop Sign Ordinance Revisions – Mr. McClintock requested permission to advertise an ordinance for stop sign additions in Kings Grant and Clarelyn. Commissioner Eshleman entertained a motion to authorize the advertisement of a stop sign ordinance for additions in Kings Grant and Clarelyn. Moved by Commissioner Young and seconded by Commissioner Breton. Vote 5-0.

### **Public Works Items**

ADA Ramp modifications-SE corner of G.O./Municipal – Mr. McClintock noted that Mrs. Camp recommended to look into having this surveyed. He also noted he will work with the Manager on this item.

### **Other**

2017 HVAC Maintenance Contract – Mr. McClintock noted Brandywine Valley Heating and Air Conditioning is our current service provider for HVAC items. He requested the Board's preference for a contract renewal or putting this service out to bid. Board consensus was for staff to put this contract out to bid. Mr. McClintock noted he will do so and report back at a future meeting.

2017 Fuel Bids – Mr. McClintock requested permission to advertise for bids for the 2017 fuel. Commissioner Eshleman entertained a motion to advertise for 2017 fuel bids. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.

Commissioner Eshleman noted that the township lights need to be evaluated. Ms. Denne suggested to put a link that goes to our contact form that instructs residents to call the township with the pole number and the

township will call Peco. Mr. McClintock would like to get numbers for all poles along Lincoln Highway from Municipal Drive to Bondsville Road in order to easily identify them.

**Township Manager – Kristen Denne**

Ms. Denne noted a few items.

- 1) She and Mr. McClintock will meet with Ms. Cloud regarding the 2016 Caln Township Pavement Overlay Project.
- 2) Continued Wawa hearing at 6:30 PM on November 17<sup>th</sup>.
- 3) Business Community luncheon at the Fire Hall on November 17<sup>th</sup>.
- 4) Spoke with employees regarding ear protection
- 5) Chipped brush at missed resident addresses were done

**Additional Business**

Mrs. Steele commented on Christmas decorations in the township. She also had several other questions/comments on Township issues.

**Public Comments**

Commissioner Eshleman asked for public comments. There were none.

**Adjournment**

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

Respectfully Submitted by,

Denise Miller,  
Recording Secretary