

CALN TOWNSHIP  
BOARD OF COMMISSIONERS  
BUSINESS MEETING  
FEBRUARY 28, 2013

The Caln Township Board of Commissioners held its work session on Thursday, February 28, 2013 at 253 Municipal Drive, Thorndale, PA 19372. President Rose brought the meeting to order at 7:30 p.m.

Other Board members present  
Commissioner Lorraine Tindaro  
Commissioner Joshua Young

Absent  
Vice President Charles Kramer  
Commissioner James Kruse

Others present  
Township Manager Greg Prowant  
Assistant Township Manager Tony Scheivert  
Township Engineer Jeffrey W. McClintock PE CFM  
Code Enforcement Officer Andy Reczek

All present saluted the Flag

President Rose announced that prior to tonight's meeting there was an Executive Session to discuss legal and personnel matters.

**Citizens to be heard**

n/a

**Ordinances & Resolutions**

n/a

**Public Safety Reports**

Fire Chief John Cordisco

Mr. Cordisco made his presentation starting with apologies for missing last meeting there was a big gas leak that night in Downingtown. Tonight Mr. Cordisco is coming straight from an accident this evening he does not have his official notes with him. Mr. Cordisco wanted to know what the Board is looking for at the meeting. President Rose told Mr. Cordisco to highlight a few things from his report. Mr. Cordisco reported that there were no major calls, no firemen injuries.

The Fire House is working on a spec for the purchase of the new engine. There is a Fire Expo in Lancaster in May the Board is welcome to attend to see manufacturers and equipment. The Fire Police picked up their new vehicle at Manderbach Ford and transferred the vehicle to Redding Equipment to be fitted out and hopefully it will return next month. Also the staff have worked on the Utility Vehicle that was provided by the Township it is almost ready.

President Rose asked how long until the spec for the new engine will be ready for submission. Mr. Cordisco said that they are waiting to see if they are going to use a consultant Chief spoke to Longwood Fire Co. who used a consultant with great success and savings. Mr. Cordisco reports that the Fire Co. hopes to be ready to submit the spec after the Fire Expo in May. The Fire Police's new vehicle is a new F250 4 door cab 2013 (he will check on the year might be 2012). Commissioner Young asked that the Equipment Report that was implemented by Chief Taylor be reviewed every year at least. President Rose asked how the engine repair is going; he noted that there is a bit of a hard start problem in order to follow through on the hard start Mr. Cordisco initiated a log for start ups. They will continue to monitor for potential repair.

There are proposals from two groups that would prepare two generic bids, Commissioner Kruse is informed on this subject. The pricing for the consultants is approx. \$5,500 if they update the base that is provided by the Township. If the company prepares the bid from scratch the fee is approx. \$8,500. Mr. Cordisco discussed the merit of using consultants as reported from the staff at Longwood Fire Company.

There was some discussion on paying the Street Light Bill for the Fire Company. Commissioner Young asked Chief Cordisco to forward the bill to his attention and he would pay it, President Rose told Commissioner Young that he would pay half.

Acting Police Chief Jeff Nash

Lt. Nash reported there was a severe pedestrian accident and that victim is still recovering from his head injury.

There were 4 death investigations which are very time consuming. None turned out to be suspicious they were natural or drug related.

In the department there were 2 teams formed from the normal 4 platoons. To make scheduling easier.

The Department is ready and looking forward for the new chief to come on board.

President Rose asked if there is a policy for police cars travelling over the speed limit without their lights. Lt. Nash reported that there are circumstances where an officer would approach a crime scene with no lights so as to avoid announcing their presence. Lt. Nash noted that safety is always a priority.

Commissioner Young asked about the Vehicle Replacement plan that had been implemented previously. Commissioner Young asked where the Department is on that plan. Lt. Nash noted that the plan has worked out extremely well. The plan calls for replacing two cars this year but the Dept. can probably get by with replacing only one. The maintenance costs and mileage have been reduced greatly due to following the plan. Lt. Nash noted that he is hesitant to jump into purchasing a new line of vehicles since the Crown Victoria's are no longer available. The thought is that perhaps only one will be replaced at this time. There was discussion on the spreadsheet and the potential of purchasing new vehicles. Mr. Scheivert added that possibly waiting for the new Chief to come on board and have Officer Sambuco and Lt. Nash discuss the vehicle strategy going forward. The vehicle plan was instituted in 2009. President Rose wants a thorough review of costs for vehicle use in the Police Department. He believes the number of vehicles outnumbers the number of officers on patrol at any given time. Lt. Nash will defer until the hiring of the new police chief comes on board.

Finance Director Karen Wertz

Mrs. Wertz noting only the highlights such as revenue and expense differences reviewed monthly finance report. Commissioner Young asked if the year to date property taxes reflect payments for last year. Mrs. Wertz confirmed that revenue for the current year real estate taxes is just starting to come in after the recent mailing. The reconciliation for 2012 is underway and should be done primarily in house by staff before the auditor takes over. The auditor should be here in March and depending on the auditor's adjustments, the numbers will be ready then.

Last year's revenue versus expenses was about \$150K, which it is looking like that will be about right.

### **Bill List**

President Rose entertained a motion for the Caln Township Board of Commissioners to approve the bill list including Check #31606 through #31673.

The motion was so moved by Joshua Young and seconded by Lorraine Tindaro. Polled, all aye.

President Rose asked Chief Cordisco if the Fire Co. received a street light yet for this year. Chief Cordisco does not have the bill or the exact amount. The Commissioners would like to have the original bill available.

Township Engineer, Jeffrey W. McClintock PE, CFM

### **Kings Grant Update**

Ms. Camp and Mr. McClintock spoke to the developer. Mr. McClintock has given them until March 13 to submit their plan of action for consideration.

### **Dunkin Donuts Land Development Waiver**

Mr. Amar Sinha is renovating his Dunkin Donuts store on Lincoln Highway and would like to relocate a freezer/cooler that is currently housed inside the building. With the addition of WIFI, the need for extra interior seating is necessary. They are asking for a Waiver of Land Development. Their current plan has been reviewed by staff, does not present any traffic changes, and will be located behind the building so as not to affect the appearance from the highway.

President Rose entertained a motion for the Caln Township Board of Commissioners to approve a Waiver of Land Development for Dunkin Donuts to place on their property as described in the plan presented by the applicant.

The motion was so moved by Lorraine Tindaro and seconded by Joshua Young. Polled, all aye.

### **Report Chart/Deadline**

There was an extension received for the Scarfo Bruner Minor Subdivision through the end of March.

### **Osborne Road Bridge**

Two of the three commissioners were present for the re-opening of the Osborne Road Bridge. With about two weeks of work force from the Township crews, there were repairs made to reopen the bridge. Mr. McClintock received engineer design and certification from Mr. Robert Lubbers, PE, of Casio Engineering. East Brandywine Township is splitting the costs for the project equally. There was a bill received earlier today for \$2,790.00 from J.D. Eckman Inc. who performed the final welding work for the repair.

President Rose entertained a motion for the Caln Township Board of Commissioners to approve the payment of Check # (TBD) to pay J.D. Eckman Inc., for \$2,790.

The motion was so moved by Joshua Young and seconded by Lorraine Tindaro. Polled, all aye.

The Bridge is certified at an 8-ton limit. PennDot was notified as was the emergency service providers. Mr. William Anderson a resident of Caln Township at 1030 Osborne Road asked that Mr. McClintock let him know if there is anything coming up in the next few meetings in reference to the redesign of Osborne Road Bridge. Mr. McClintock encouraged Mr. Anderson to email in and/or review the Township website for meeting agenda content. There has not been much to the original plan that was submitted previously. The final plan is not close to completion. Mr. McClintock briefly reviewed the scope of the expansion and improvement. Including the two 11 foot lanes that will be added. There was some discussion on the layout of the road and bridge as it stands currently and potential changes. Mr. McClintock noted that there would be public meetings at the end of final design prior to approval by the Commissioners.

### **Street Light Bill for Fire Department**

Chief Cordisco reports that he is unable to produce a bill at this time, Commissioner Young and President Rose asked Chief to forward the bill to them for payment personally.

### **ARLE Grant Project Status Update**

Mr. McClintock is working on refinement of the project. He will keep the Board updated as to the progress.

### **Capital Project Committee Update**

There is no update at this time because the committee was unable to meet; the next meeting will be on March 8.

Commissioner Young asked that if the Committee is not ready for Capital planning by the March 14 meeting, he is going to move that the Bond issue be addressed by the March 28 meeting. Mr. Prowant reported that the savings at this point are up to \$1,000,000. Mr. McClintock has an updated report from McMahon and will forward to the Committee. President Rose reported there would be an open discussion at the meeting on March 14 and vote on the Bond decision by the first meeting in April. Commissioner Young is concerned because the end of February is another debt-ceiling deadline.

### **Community Service Update**

Assistant Township Manager, Tony Scheivert

Mr. Scheivert received another bid today from Brandywine Valley heating to get the HVAC unit off the roof. The pitched roof option seems to be the better option. There was discussion on the patching and repairing that has been done on the flat roof. Commissioner Young wants to know how much money has been spent on the existing roof in the last 10 years. Mr. Scheivert will get that together.

Senator Dinniman has advertised there are grants available again for solar roof top units. If there is going to a pitched roof added that might something the Township should look into.

Mr. Reymos noted that in all the years that he has been attending the meetings the roof is constantly a concern and item of discussion. It may be a situation where the pitched roof will be the best long-term solution if the Township is to remain in this building.

## **Annual Report – Ingleside Golf Course**

One number needs to be verified with the auditors, before the total presentation is made. The report will be presented at an upcoming meeting

There was substantial discussion on the cost effectiveness of owning the golf course, the saving of open space and the asset to the Township, including comments from Mr. Bob Reymos and Mr. Garn Anderson. There was comparison to the Griffith Farm property. The Golf Course is a great return on the investment. Both purchases saved open space for the Township.

Mrs. Wertz reports that has been an inventory of cash and merchandise at the course and that Bonnie Smith reconciles the cash deposits. There will be a 100% audit when the new point of sale system is installed. There will be test counts/quarterly also.

There was a report on the amount of rounds that were played and there is a distinction for residents vs. non-residents however, the non-residents also include juniors and seniors who are not asked as well as 9 holes there is no resident distinction. There will be a new point of sale software for next year and that will allow for a more detailed breakdown of the resident to non-resident ratio.

Township Manager Greg Prowant

## **Community Map**

Mr. Prowant distributed the new Community Map. The last time the Township did a map was 2007. This is a great tool for getting information out to the residents and is paid for by the advertisers. The only expense that the Township will incur is to mail the 5,500 copies. Mr. Scheivert was the editor-in-chief for the map. There is a street map as well as voting districts.

## **Joint Meeting with Board of Commissioners, Planning Commission and Municipal Authority**

Mr. Prowant asked the Board to consider viable dates based on the open nights in the meeting room. The open dates were discussed. The 21st seemed to be the best option as some of the commissioners are not available on the other dates. The meeting will be advertised for March 21.

## **Additional Business**

- March 3 there will be an Irish Dance presentation here at the Township building at 2 p.m.
- March 20 Love Local/Green Expo at Caln Skate Park 5:00-7:30 p.m.
- April 20 Fourth Annual Shredding Event in the Kmart Parking Lot
- E recycling is now available no cost to the Township or the residents.

## **Public Comment**

Commissioner Young noted that the Council of Governments has approved their by-laws and they will be scanned and emailed to the Board.

The next meeting they will be inviting legislative members to be present and offer topics of discussion.

Mr. Reymos had comments concerning a non-functioning light over Mr. McClintock's table and the online publishing of the meeting agendas.

President Rose entertained a motion for the Caln Township Board of Commissioners to adjourn the meeting.

The motion was so moved by Joshua Young and seconded by Lorraine Tindaro. Polled, all aye. The meeting adjourned at 9:02 p.m.