

Caln Township
253 Municipal Drive
Thorndale, PA 19372
December 4, 2014 minutes

Commissioner Contento called the meeting to order at 7:30 PM, and all present pledged allegiance to the flag.

Attendance – John Contento; President, Cynthia Eshleman; Vice President, Jim Kruse; Commissioner, Joshua Young; Commissioner, Lorraine Tindaro; Commissioner, Greg Prowant; Township Manager, Tony Scheivert; Assistant Township Manager, Jeffrey W. McClintock PE, CFM; Township Engineer, Kristen Camp; Township Solicitor, and Denise Miller Recording Secretary.

Executive Session – President Contento announced that prior to tonight’s meeting, an Executive Session was held to discuss legal and personnel matters.

Citizens to be heard

N/A

Ordinances and Resolutions for Consideration

N/A

Land Development – Mr. McClintock, Township Engineer

Kings Grant status – Mrs. Camp noted that the pending litigation against the developer of Kings Grant remains in process. The township is waiting for the court ruling on the Developers preliminary objections that were filed earlier this year with the court. Mrs. Camp noted that she, Mr. Prowant, and Mr. McClintock met with Bank of America’s legal counsel and they are interested in resolving this matter. Commissioner Contento asked if there are pump station maintenance expenses incurred. Mr. McClintock replied there are very minimal expenses of the township crew doing the maintenance to the station.

Since Mrs. Camp was needed for the Columbia Gas Agreement item, Mr. McClintock asked if he could move this item up on the agenda. President Contento allowed the slight change in the agenda.

Columbia Gas Agreement Approval – Columbia Gas is proposing to install a new gas line through the eastern section of the Township. As part of this installation, they will be crossing two Township-owned properties. They have requested that the township grant a permanent easement and a temporary work space on each property for the construction of the line. As such, Mrs. Camp presented a Right of Way Agreement, a Temporary Construction Easement, and an Access Easement Agreement for each property. There was also a Special Undertaking Agreement provided as well. Commissioner Contento entertained a motion to authorize the Chairman to sign the various agreement letters with Columbia Gas covering two parcels 39-2-50.1A-E and 39-5-46-E providing Right of Way Easements, Construction Easements, and a Special Undertaking Agreement with respect to the pipe line construction project. This motion was moved by Commissioner Eshleman and seconded by Commissioner Kruse. Vote passed 5-0.

301 Bondsville Road Sketch 2014 – Mr. Ippolito of Compass Development and equitable owner of 301 Bondsville Road presented a sketch plan proposing three single family dwellings located in the R-4 Zoning District. Act 2 clearance from the Department of Environmental Protection has been received for this property. After presenting plan to the Township Planning Commission, it was recommended by the Commission that Mr. Ippolito discuss his proposed sketch plan with the Board of Commissioners.

Mr. Ippolito asked the Board if he is required to install sidewalks. The Board agreed that sidewalks should probably be done because the surrounding developments are required to install sidewalks and there are sidewalks along Meadow Drive that can be connected to his proposed development. Also, there were concerns expressed about residents walking along Bondsville Road without a sidewalk, noting the traffic is heavy through this corridor. Mr. Ippolito also discussed access to each property. His sketch plan shows three separate driveways. He indicated that PennDOT may not allow three driveways. After some discussion, Mr. Ippolito asked the Board's feeling on one private roadway serving all three units. Mr. McClintock indicated that the fire apparatus access road requirements would be applicable and that he would have to speak to Mr. Reczek about the issue. Commissioner Young directed Mr. Ippolito to speak with Mr. Reczek.

Report Chart

Discussion – N/A

Engineering Items – Mr. McClintock, Township Engineer

Pennsylvania American Water ("PAW") Waiver Requests – Mr. McClintock presented three requests from "PAW" for the Board to approve allowing (1) "PAW" to fix the delineated areas on Humpton Road totaling approximately 5,500 square feet, in lieu of payment of the pavement impact fee, (2) "PAW" to pave curb to curb the portions of Ingleside, Jason, and Lisa that they impact due to the waterline replacement, and (3) "PAW" to pave curb bot curb all of Williams Way that they impact due to the waterline replacement. Each of these waiver requests also indicate that "PAW" will pay the permit fee for each water service that it will have to replace to the customer/residence home and all of the inspection fees incurred.

Commissioner Contento entertained a motion to grant the three waiver requests as outlined. This motion was moved by Commissioner Kruse and seconded by Commissioner Tindaro. Vote passed 5-0.

Bondsville/Lincoln Intersection – Mr. McClintock noted that the Intersection changeover, removing the split phase timing, will occur on December 8, 2014, weather pending.

ARLE-2014 Grant Award Notification – Given the Township being awarded the Incident Management ARLE grant, Mr. McClintock requested the Boards consideration in adopting Resolution 2014-15, authorizing the submittal of the Application for Traffic Signal Approval to the Pennsylvania Department of Transportation, and to sign this application on behalf of the Municipality. This Application for Traffic Signal would be for the intersection of Manor Avenue (US 322) and the US 30 West Bound Ramps.

Commissioner Contento entertained a motion to authorize the submission of the application for Traffic Signal Approval for the Manor Avenue and US 30 Bypass west bound ramps for a new traffic signal. This motion was moved by Commissioner Kruse and seconded by Commissioner Eshleman. Vote passed 5-0.

Commissioner Contento entertained a motion to adopt Resolution 2014-05 authorizing the Chairman to submit the application for traffic approval. This motion was moved by Commissioner Young and seconded by Commissioner Eshleman. Resident Bob Reymos asked the completion date. Mr. McClintock replied that the Township has three years once the grant agreement is in place to complete all activities associated with the grant. Vote passed 5-0.

Capital Projects Report

Humpton Road Status and Schedule – Mr. McClintock noted the waterline work has been completed, there is also a new fire hydrant on the Eastern end of Humpton Road. He stated that by "PAW" performing the repairs outlined in the Advantage Engineers report pertaining to Humpton Road, the Township will be saving money associated with the Humpton Road Reconstruction Project. Mr. McClintock will be working with D.L. Howell and Associates, Inc., to complete the design plans for an anticipated bid in early spring.

Fisherville Road Slope Repair Status – Mr. McClintock noted that he received a contractor budget price of \$89,250.00 for the work. Mr. McClintock asked for the Board’s authorization to move forward with putting this project out to bid. Mr. McClintock received the Board’s consensus to prepare to put this project out to bid. Also, as provided for in the Easement Agreement associated with this project, the land owner is entitled to reimbursement of his legal fees associated with the Easement Agreement. Mr. McClintock requested the approval of reimbursement to Mr. Detterline for his legal fees of \$1,890.00.

Commissioner Contento entertained a motion to authorize the payment of \$1,890.00 to Mr. Detterline for the easement rights related to the Fisherville slope repair project. This motion was moved by Commissioner Eshleman and seconded by Commissioner Tindaro. Resident Bob Reymous had a question on the motion. Vote 5-0.

Bondsville/GO Carlson Modification – Mr. McClintock noted that he has started work on the easement needed from the property owner and is waiting on the final signed permit for the application for the intersection. Mr. McClintock requested the Board consensus to move forward with this work and to secure pricing for Board action at a future meeting. Mr. McClintock received Board consensus to move forward as requested.

Bondsville Road Pedestrian Bridge Project Status – Mr. McClintock asked for Board approval for the proposal from Becker Engineering in the amount of \$9,500.00. This proposal will provide for an updated wetland delineation and document findings in associated report and jurisdictional determination from the United States Army Corps of Engineers, Philadelphia District. Commissioner Contento noted that this is a state road and if there is a safety issue then the state should be dealing with it, but for \$10,000.00 he was not opposed to do the study. There was also discussion of not building the pedestrian bridge and instead, constructing the “S-curve” revisions on Humpton Road. Another option for consideration was to use the bond fund monies remaining to replace the Fisherville Road Bridge at Caln Meetinghouse. Mr. McClintock indicated that the cost to replace this bridge using only Township monies would be significantly less than if we used state/federal monies. After further Board discussion, this item was tabled until the December 18, 2014 meeting. Mr. McClintock was asked to forward the budget cost to allow the Board members to review the Fisherville Road Bridge at Caln Meetinghouse project in comparison with the Bondsville Road Pedestrian Bridge project in more detail. Resident Bob Reymos voiced his concern on the slow process of items being done.

Barley Sheaf Road Swale – Mr. McClintock noted that the swale running along Barley Sheaf Road needs to be reestablished off the road edge. He noted that he wanted to inform the Board of the need to secure consent to Enter Agreements with eight (8) property owners.

Community Services – Mr. Scheivert

Sale of Golf Carts – Mr. Scheivert asked for Board direction for the purchase of forty-five new golf carts. After discussing the purchase with the Ingleside Golf Course staff and the Golf Committee they came up with three options 1) Lease from Golf Cart Specialists 2) Borrow money from the Township and buy outright 3) Get a loan from the local bank. After Board discussion, Mr. Scheivert stated that he will present a proposal to the Board at the December 18, 2014 meeting.

Sale of Vehicles – Mr. Scheivert asked the Board for approval to sell a 1994 Chevy Pick-Up, 1999 Mercury Sable (Old Code car), 1999 Jeep Cherokee, 1992 GMC Top Kick, and a 1994 Chevy ¾ Ton Pickup Truck. Commissioner asked Mr. Scheivert to see if the fire company would be interested in any of the vehicles. Mr. Scheivert replied that he will ask them. Mr. Scheivert received Board consensus to sell all of the vehicles on Muni-Bid or in the Daily Local News.

Commissioner Contento asked Mr. Scheivert who will receive the new Ford Focus. Mr. Scheivert replied that it will go to Joe Arvay.

Departmental Update – Mr. Scheivert noted that they received approximately \$45,000.00 from the last recycling grant to purchase a chipper. Mr. Scheivert recommended the approval of a \$36,562.50 bid from Stephenson Equipment under a COSTARS contract. Commissioner Contento entertained a motion to authorize a purchase of a Bandit Model

990 HD Wood Chipper priced at \$36,562.50 with the funds coming out of our Recycling Grant money. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0. Mr. Scheivert noted that the remaining grant funds can be used to by related or accessory equipment. A new truck box to be inserted on township trucks while collecting leaves has been envisioned.

Resident Noel Bernard asked if there was vandalism at the golf course. Mr. Scheivert replied that there was spray paint on one of the buildings.

Township Manager – Mr. Prowant

Township Auditor Fee for 2014 audit – Mr. Prowant presented the Board with a proposal of \$20,900.00 from Maulo & Company, LTD to complete the township 2014 audit. Commissioner Contento entertained a motion to approve the \$29,900.00 proposal from Maulo & Company LTD for the calendar year 2014. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0.

Route 30 Study Update – Mr. Prowant noted that the County Grant for \$20,000.00 and the DVRPC Grant for \$75,000.00 were approved so the funds are now available for the study. The next step is to send an RFP out for prospective consultants who may bid on the study. Mr. Prowant noted that the Advisory Committee is asking for a staff member and a board member to attend daytime and two to three evening meetings during the process of a year. Mr. Kruse volunteered to be the Board Liaison. The Board approved by consensus for Mr. Kruse to be the township liaison.

Mr. Prowant noted that the County has informed him that PennDot has set aside a couple million dollars to have a consultant come in to look at the engineering side of the Route 30 bypass area. After Board discussion, Mr. McClintock asked the Board if they would like him to draft language and possibly authorizing him to send a letter to ask them to consider putting the route 30 bridge on an emergency repair schedule as opposed to waiting for some massive project. Mr. McClintock received Board census to send a letter to PennDot. Resident Bob Reymos stated that the bypass was in a twelve year plan that has expired. Commissioner Young stated that he believes that the DVRPC money is allocated for construction on Rt. 30 in 2027, 2028, and 2029.

Mr. Prowant also noted that Route 41 will be closed for a period of time next year while they do bridge work.

2015 Budget Update – Mr. Prowant noted that the purchase of the new fire truck was to borrow the funds for ten years from the township sewer reserve account but it may be needed to assist with the funding of sewer capital projects. Mr. Prowant noted two options for discussion; utilize the funds in one of the township's reserve accounts and pay it back or get a private/lease approach through a private vendor. Commissioner Young and Commissioner Contento agreed that the money should be borrowed from that sewer reserve account, and as the need arises in the future for the sewer department, for a suitable use for that money, then take a look at outside financing. Mr. Prowant noted that it's scheduled to pay a couple hundred thousand in January and the balance paid towards the end of the year. Commissioner Kruse stated that they should use what money they have from one of the accounts and pay it off and when the truck is received, make a decision on how the township wants to finance it. Mr. Prowant stated that he will revise Fund 31 \$510,000.00 expenditure into 2015 and then pay it back when the Board determines an alternative.

Mr. Prowant asked the Board if they have any questions on the November 18, 2015 budget presentation.

Commissioner Contento asked if the township has ever created a three or five year budget. Commissioner Young replied that when the township took the bond a five year budget was done and in 2015/2016 it showed that taxes would need to be increased. Commissioner Kruse stated that Softmart will generate money in the future as well as other projects.

Commissioner Contento asked Mr. Prowant if he and Ms. Wertz did a 2015/2016 budget. Mr. Prowant replied that they did look further out at the trends over the last couple of years, and there was a drop in the fund balance because in

the past two years there were more expenditures than revenues. The 2015 budget is \$248,000.00 in the hole, going into the end of the year, which will bring it down to \$900,000.00. If this trend continues it could be down to zero in the next two years. Resident Bob Reymos voiced his concern with no land left in the township for industrial buildings.

Highlighted are resident Noel Bernard's questions and concerns.

- Is the Comprehensive Plan on the website?
Mr. Prowant noted that the plan as a whole is not but the maps are on the website. Commissioner Contento noted that once the new updated plan is completed, it will be put on the website.
- Newsletter budget distribution cost cut in half per Noel Mr. Prowant replied, via phone, "Because it's on the website".
Commissioner Young noted that Mr. Scheivert does the website and is leaving the township. Commissioner Young also stated that they could mail newsletters out to the seniors who may not have access to a computer. Commissioner Eshleman would like to have a "user friendly" website.
- Police department understaffed.
Commissioner Young noted that the Police Chief did not ask for more officers in his budget. Commissioner Contento noted that the Police Chief prepared a crime statistics report and will make it publically accessible. Commissioner Eshleman noted that she has reviewed part of the report and part one crimes has gone up, since last year, in some areas.
- No Full Time Receptionist and township generally understaffed.
Commissioner stated that the Board is completely aware of this. Commissioner Eshleman noted that in their meeting tonight personnel was discussed and the Board is taking it very seriously.
- Fifty seven employees in 2008 and fifty one in 2014.
Mr. Prowant noted that there have been major cut backs since 2008.

Resident Bob Reymos was upset that additional fog lines for the highways are not in the budget. Commissioner Eshleman noted that engineers are not recommending fog lights as much anymore. Mr. McClintock noted that he will provide the official document on where fog lights are put on.

Bill List

Check #35045–Check #35100– Motion to approve – Commissioner Contento entertained a motion to approve check #35045 to check #35100, in the amount of \$101,416.97. This motion was moved by Commissioner Young and seconded by Commissioner Kruse. Commissioner Kruse, resident Noel Bernard, and resident Bob Reymos had questions on this motion. Vote passed 5-0.

Minutes for approval

October 9, 2014 minutes – Commissioner Contento entertained a motion to approve the October 9, 2014 work session minutes, as presented. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0.

October 30, 2014 minutes – Commissioner Contento entertained a motion to approve the October 30, 2014 minutes, as presented. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0.

Additional Business

Commissioner Young noted that the Children's Holiday party is December 7 at 2:00 PM and the tree lighting is at 5:00 PM.

Commissioner noted that Stewart Deets is interested in paying for the 340 light. Mr. Deets will pay the township and the township will pay Peco. Manager Prowant will follow up.

Public Comments

A Township Resident asked the Board why there are seventeen police officers budgeted when there are eighteen in the department. Mr. Prowant replied that the 2015 budget reflects that there are several individuals out on disability for extensive amounts of time and the numbers look less because of this. Commissioner Young replied that when someone is out on disability they are paid 60% of their salary from disability and 40% from their sick time so there are eighteen officers in the 2015 budget. Commissioner Kruse noted that they have to leave the decision for the Chief of Police to ask for new officers. Also attached, in the minute book, is correspondence from this resident.

Adjournment – Commissioner Kruse made a motion to adjourn the December 4, 2014 work session meeting at 11:00 PM. This motion was seconded by Commissioner Eshleman. Vote passed 5-0.

Respectfully submitted by,

Denise Miller
Recording Secretary