

Caln Township Board of Commissioners
253 Municipal Drive
Thorndale, PA 19372
May 28, 2015 7:35 PM

Call to order and pledge of allegiance.

Attendance – John Contento; President, Cynthia Eshleman; Vice Chairman, Lorraine Tindaro; Commissioner, Joshua Young; Commissioner, Greg Prowant; Township Manager, Jeffrey W. McClintock, PE, CFM; Township Engineer, and Denise Miller Recording Secretary.

Absent were: Jim Kruse; Commissioner and Kristin Camp; Township Solicitor

Executive Session

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

Citizens to be heard

Mr. Ventnor Wright and Pastor Wilson proposed two 4X8 signs on opposite sides of their property, located at the Christian Faith Fellowship Church 2313 Kings Highway. One facing Route 30 and one facing Kings Highway. Commissioner Contento noted he would like something submitted showing the visibility and impact of neighbors. Commissioner Young noted they have three months to submit a final plan. The Board directed Mr. Wright and Pastor Wilson to see if they need a zoning variance for these signs.

Ronald Osborne and owner Dino DiFrancesco (Coppa 82) stated they have three items left on Mr. Reczek's check list to complete. Mr. Osborne also stated that he needs to clear up the 2013 demolition permit with Mr. Reczek. Mr. DiFrancesco stated their insurance and contractor issues have been resolved, and they would like to start work on July 15. Since their court hearing is on Tuesday, the Board would like Mr. Osborne and Mr. DeFrancesco to meet with Mr. Reczek and resolve matters, and inform Mr. Prowant so he can inform the Board so they can decide how to proceed.

Public Safety

Police Chief Cordisco – Chief Elias presented his April report, and noted a few highlights.

- Fire truck to be completed the last week of June.
- Fire Hose Grant and Safer Grants are in a holding pattern.

Ordinances and Resolutions for Consideration-Solicitor Mr. Gill

Resolution 2015-07-Personnel Manual – Mr. Prowant presented Resolution 2015-07, amending the Caln Township Employee Manual. Commissioner Contento had concern with stating the specific employee insurance Type of coverage. Mr. Prowant replied that it can be changed by Resolution, if needed. Commissioner Contento entertained a motion, to adopt Resolution 2015-07 regarding changes to the Caln Township Personnel and Administrative Procedures Manual. Moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 4-0.

Finance Report-Ms. Smith

Monthly Report – Ms. Smith presented the April monthly report. Ms. Smith informed the Board that staff is working on a proposal for the MuniBilling System, an outside vendor for the sewer and trash/recycling billing. Commissioner Contento stated that when Ms. Smith has a proposal she can present it to the Board.

Bill List – With all questions answered, Commissioner Contento entertained a motion to approve, for expenditure, check number 35971 to 36041, and Bond Fund check 1040 to 1042 totaling \$167,534.79. Moved by Commissioner Young and seconded by Commissioner Eshleman. Vote passed 4-0.

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

Report Chart Discussion – Mr. McClintock noted Mr. Benne has not resubmitted his project, nor has he requested an extension. Mr. McClintock also indicated that he and Ms. Lafferty have been attempting to get in touch with Mr. Benne for the past week given his plan is nearing expiration, minus an extension. Since it expires in three days, Mr. McClintock offered a draft “Motion to Deny” for Board consideration. Mr. Benne was in attendance and stated he sent an email on May 26 that was blocked, and did not follow up on it when he received no reply. Mr. Benne also stated that he has all the revised plans tonight to present to the township for review, and asked for a sixty day extension. Mr. McClintock noted Mr. Benne has an outstanding balance of \$2,945.29, and stated he cannot pay it until at least thirty days from now. After Board discussion, Commissioner Young made a motion, seconded by Commissioner Contento, to extend the Benne Norton LD-2013 application for ninety days.

Commissioner Eshleman made a motion, seconded by Commissioner Contento, to amend the motion on the table to have the outstanding balance of \$2,945.29 received within thirty days from today’s date, and in exchange for payment the Board agrees to give an additional sixty days for preliminary plan approval, ninety days from today’s date. Vote passed 3-1, with Commissioner Young voting against the motion.

Commissioner Contento called for a vote on the main motion as amended, thirty days from today’s date for full payment of \$2,945.29, and ninety days for preliminary plan approval. Vote passed 4-0.

Mr. McClintock requested Mr. Benne provide him with a letter of request for a ninety day extension. Mr. Benne indicated he would provide said letter.

Engineering – Mr. Jeffrey McClintock PE CFM-Township Engineer

2015 GO Carlson East Pavement Repair Project Bid Results – Mr. McClintock noted this project includes the roadway repair, underdrain installation, and surface treatment for G.O. Carlson Boulevard in the Beaver Run area. The bids were opened on May 20, 2015. There were two bidders for the project with the lowest base bid from Veteran Utility and Construction Services for \$497,189.22, and the second bid from Fidelity Contracting for \$596,875.00, both using Bond Fund money. Mr. McClintock recommended the Board award the project to Veteran Utility and Construction Services bid for the project in the amount of \$497,189.22 with no alternates being approved. Discussion was held on Mr. McClintock negotiating with the water company to shift Windsor Lane’s paving overlay to Humpton Road. Board consensus was to give staff the authority to proceed in talks with PAWC to shift the paving overlay from Windsor Lane to Humpton Road this year with some cost absorption given the length of Humpton is greater than that of Windsor. Commissioner Contento entertained a motion to approve the low bidder on the Veteran Utility and Construction Services contract with G.O. Carlson East in the amount of \$497,189.22, from the Bond Fund. Moved by Commissioner Tindaro and seconded by Commissioner Eshleman. Vote passed 4-0.

Mr. McClintock also indicated that the project will need to be inspected full-time. He noted that Advantage Engineer’s rate schedule is on file with the Township and we can utilize that, or we can have them provide a proposal for the inspection work. Mr. Contento stated that he felt it was fine to utilize them based on their rate schedule. He asked Mr. McClintock what the anticipated cost would be for this work. Mr. McClintock noted that he would expect it to come in around 10% of the construction contract price. Mr. Contento then asked the Board members if they were in agreement to permit, by consensus, Advantage to inspect the project per their adopted rate schedule. The Board provided unanimous consensus for the inspection.

2015 Humpton Road Repair and Reconstruction Project Bid Results – Mr. McClintock noted this project is the repair and reconstruction of Humpton Road from Municipal Drive to just west of the curve near Bondsville Road. This project is part of the 2013 Bonds issue and as such, will be funded entirely with the Bond Fund. The bid

specifications were advertised earlier this month and the bid opening was scheduled and held on May 20, 2015 at 10:00 AM, no bids were received. Mr. McClintock also noted he is continuing to work on the temporary construction easements necessary for this project. He indicated that he and Mr. Prowant will be meeting next week to develop an alternative plan of action for this project given the lack of any bids being received.

2015 Traffic Signal Improvements Project Status – Mr. McClintock noted this project is the combination of two separate projects: CTCP 2015-07: Bondsville/GO Intersection Improvements Project and CTCP 2015-11: ARLE 2011 CCTV Procurement/Installation Project. These two projects have been combined, and the Board awarded the project to C.M. High, Inc. in the amount of \$174,900.00 based on the bid form. The Bondsville/GO intersection project will provide for a wider radius on the northwest corner of the intersection, in an effort to allow better movement through this turn. Mr. McClintock also noted the pole will be relocated tomorrow and the curb poured next week. The ARLE 2011 CCTV Procurement/Installation Project will provide CCTV cameras with one being located at Bondsville and Lincoln, the second being located at North Bailey and Lincoln, and the third being located at Caln/Olive and Lincoln. Once installed, they will be turned over to PennDOT.

2015 ARLE Incident Management Project Status – Mr. McClintock noted this project will install fiber optic cable from Lincoln Highway to Reeceville Road as part of the ARLE grant, received last year. At the first meeting in April, the Board approved a proposal from Traffic Planning and Design (“TPD”) to assist the township with coordinating the project with PennDOT, investigating the most cost effective route for the installation of the cable between Lincoln Highway and Reeceville Road, coordinating with the various utility companies to obtain permission to access their poles, and develop the necessary construction plans required by PennDOT. Mr. McClintock also noted he was in conversation with “TPD”, the designer for the Royal Farms Project, and they indicated their design team will be providing the base survey needed for the traffic signal design for the US322 traffic signal associated with this project.

Fisherville Road Slope Repair Status & Tree Replacement Proposal – Mr. McClintock noted this project is the slope repair project in front of 3109 Fisherville Road. The physical work has been completed and the final inspection was performed. Mr. McClintock also noted he has received a final review letter from Advantage on the As-Built drawing.

Mr. McClintock noted as part of this project, the Township has to replace, 2 for 1, the trees that were removed from the property. In working with Mr. Detterline he has agreed to reduce his amount and size of his trees. Mr. McClintock asked Commissioner Contento if he would entertain a motion authorizing a bid, no more than \$6,000. Commissioner Contento entertained a motion to authorize staff to accept a bid of less than and no more than \$6,000 to satisfy the tree requirement on the Fisherville Road Slope Project, contingent on receiving three bids. Moved by Commissioner Tindaro and seconded by Commissioner Eshleman. Vote passed 4-0.

Mr. McClintock asked Mr. Contento if he would entertain a motion to authorize the Finance Office to issue the final payment of \$16,336.86, for the Fisherville Road Slope Repair Project. Commissioner Contento entertained a motion approving the final payment on the Fisherville Road Slope Repair Project in the amount of \$16,336.86. Moved by Commissioner Eshleman and seconded by Commissioner Tindaro. Vote passed 4-0. Mr. McClintock noted for the record that the project was completed on time and on budget with no change orders received. Now that final payment has been authorized, he will work on finalizing the necessary Liquid Fuels paperwork required by PennDOT for this project.

2015 Williams Way Culvert Replacement Status – Mr. McClintock noted this project includes the removal and replacement of a 54-inch CMP culvert under the eastern portion of Williams Way, and was awarded by the Board to Fidelity Contracting LLC in the amount of \$98,800.00 based on the bid form. The Notice to Proceed was issued on May 8, 2015, with a substantial completion date of July 7, 2015, and the date for readiness for final payment is August 6, 2015. As of today, the culvert has been replaced and the Contractor is awaiting the Municipal Authority’s contractor to finalize their sewer line repair work prior to finalizing the project.

Osborne Road FABP Status – Mr. McClintock noted this project is the replacement of the existing Osborne Road Bridge with a new structure. The existing structure, constructed in the 1930's, is a one lane, single span bridge comprised of a steel I-beam superstructure on stone masonry/concrete abutments and wingwalls that carries approximately 1,500 vehicles per day. The structure has been closed on numerous occasions due to the continued deterioration as well as damage from tractor trailer trucks attempting to cross the 15-foot wide travel lane on the heavy skew. The bridge has an unsatisfactory rating with a weight restriction of 5 tons, and has been in the design phase since 2010. The new structure is a single span pre-stressed concrete box culvert with a total span length of 42 feet, meeting all of PennDOT's current design and safety standards. On May 7, 2015, PennDOT opened the bids for the project with only one bidder submitting. H&K Group, Inc., submitted the lone bid in the amount of \$1,470,750.80, a number that is \$595,720.30 higher than the engineer's estimate of \$875,030.50. As is standard when there is a large discrepancy, PennDOT requires the Contractor and the Engineer to provide a justification for the discrepancy in their values. Mr. McClintock also noted he received the request to review the Concurrence to Award the construction contract, from PennDOT. Mr. McClintock also noted the township only has to pay 5% of the cost of construction and inspection. East Brandywine has agreed to pay 2.5% of that, making the total for each township \$39,109.59. Commissioner Contento entertained a motion to approve the revised bid for the Osborne Bridge Federal Aid Bridge Project with the total Local match of \$39,109.59. Moved by Commissioner Eshleman and seconded by Commissioner Tindaro. Discussion was held on there being no weight limit on the bridge once it is replaced, GPS services being notified to divert trucks from the bridge, and GPS services need to be notified to divert trucks from using Humpton Road. Vote passed 4-0.

Sylvan Drive Storm Drain Replacement Engineering Services Proposal 2015-16 – Mr. McClintock noted Sylvan Drive is another street that PAW will be replacing the waterlines on. As part of this project, Mike Fowler performed an initial assessment of the culvert that runs under Sylvan Drive's western end, and recognized the pipe is in need of replacement. With the heavy skew angle, the homemade inlet tie-ins, various utilities, and other grade issues it was agreed that the pipe replacement will need to be designed to account for all of the components of the project. This scope of the design will include topographic site survey, culvert design, stream bank restoration, PADEP permitting, including potential wetland impacts, bid document creation, and meetings. Mr. McClintock offered for Board consideration a proposal from Cedarville Engineering in the amount of \$21,315.00 from the Bond Fund, with the condition that Mrs. Camp makes any necessary changes to the Standard Terms and Conditions of the proposal prior to Mr. Contento's signature on the proposal. Commissioner Young asked Mr. Prowant to revise his chart to include the Bond Fund, Fund 19 separately, and Liquid Fuels Fund and monies are being spent. Commissioner Contento entertained a motion to accept the not to exceed time and material bid from Cedarville Engineering in the amount of \$21,315.00 for the design work on the Sylvan Drive Storm Drain Replacement Project. Moved by Commissioner Young, seconded by Commissioner Tindaro. Vote passed 4-0.

ARLE 2015 Grant Opportunity—Adaptive Traffic Systems, Battery Backup, and Video Detection – Mr. McClintock inquired if the Board is interested in staff pursuing another ARLE grant for Adaptive Traffic Signal Systems along any or all of the following roads: Lincoln Highway, Bondsville Road, and /or Reeceville Road. Mr. McClintock noted he would like to continue with the replacement of inductive loops with video detection, as well as continue to install battery backup units in the cabinets that do not have them. By consensus, the Board agreed for Mr. McClintock to proceed in pursuing another ARLE grant, for 2016.

Lloyd Park Construction Tentative Schedule – Mr. McClintock noted he is in conversation with Columbia Gas to keep the Dog Park open during construction. Discussion was held on whether to keep it open and how to notify residents of the closing. Conclusion was for Mr. McClintock to work at not having the park closed, and do a press release when time warrants. He indicated he would continue the dialogue with Columbia Gas.

Mrs. McQuire brought the Board's attention to parking along the road at the Lloyd dog park area, on the farm side, has been observed recently.

Storm Drainage Maintenance Items – Mr. McClintock noted several property owners inquired about storm pipes that convey water from the public street onto their private property. In a majority of the instances, once the pipe leaves the right-of-way, the responsibility is on the property owner for all maintenance and repair. Mr. McClintock offered three emails for Board review and direction. The Board directed Mr. McClintock to provide more specifics on the three properties, and present them to the Board.

Barley Sheaf/North Barley Sheaf Intersection Status – Mr. McClintock noted the Township's traffic engineer, Frank Tavani, has visited the site and issued his findings. Also, the Township has received a report from LTAP regarding the intersection. Mr. McClintock also noted that Mike Fragale and his crew, with assistance of West Bradford's boom mower, provided maintenance to the curve on Tuesday, May 19. They cut back the vegetation and removed some of the dead tree parts that remained from a fallen tree over the winter.

Challenging Intersection Review Status – Mr. McClintock noted as part of the Barley/North Barley intersection discussion at the last meeting, staff was directed to engage Mr. Tavani to review some of the challenging intersections within the Township, with challenging meaning review those intersections that may have some components associated with it such as less than optimal site distance, grade changes, and other items that may make turning more challenging than an open intersection on a flat grade. Barley Sheaf/North Barley Sheaf, Bondsville/Longview, Barley Sheaf/Kings Highway, North Bailey/North Kings Highway (North & South), Caln Meeting House/Kings Highway, Seltzer/Lincoln, Hazlewood/Thorndale Marshalton, Fisherville/Bondsville, Meadow/Bondsville, Humpton/North Barley, Osborne/Bondsville, South Bailey/Hazelwood, Black Horse Hill/North Caln, South Caln/Crest, and Park/Bondsville. Mr. McClintock noted he will meet with Mr. Travani the first week of June to review these intersections, and make a presentation at the June 25 Board Meeting.

2015 ADA Curb Cut Initiative–Challenging Intersection Review – Mr. McClintock noted, as part of the PAW waterline installation/repaving initiative currently going on in the Township that Township crews have been working on water manholes being adjusted, improvements to stormwater inlet needs are being addressed, and patching of some paving areas will be done. Another key component of this work is the Township's construction of ADA accessible curb cuts on the various streets that will be receiving new pavement. Currently township crews are removing a short section of the curb and replacing it with a depressed curb in various locations in an effort to bring township facilities into compliance with Federal law. Given the number of curb cuts needed to be installed (ten have been construction, and thirteen more are scheduled to start next week), only the curb cuts are being done at the moment, with the actual sidewalk ramps and tie-ins to follow in the fall. The curb cuts on Williams Way have been completed with Ingleside Development to be done next.

Township Manager – Mr. Prowant

Community Services Crew Update – Mr. Prowant noted due to the ongoing demands for construction activities related to the PAW waterline installation and street paving project, he has divided the township crew into three work crews: Mike Fowler and his construction crew will be working on construction activities. Mike Fragale will also supervise another crew working on the day to day maintenance activities regarding township roadways, parks, and properties and will have a construction crew working on stormwater inlet repairs within the paving areas, as well as minor roadway patches. Mr. Prowant noted using temporary summer help to work on maintenance jobs. This will be funded through the General Fund.

Route 30 Study Update –Mr. Prowant also noted the Route 30 Study first meeting will be held June 15.

Beaver Creek Trail Update – Mr. Prowant noted a legal advertisement has been created, and a 3X5 advertisement in the paper. Letters are being sent out to property owners near the proposed trail. Mr. Prowant also noted the meeting was scheduled on June 18 at 7:00 PM.

Commissioner Contento asked for an update on the Park West building replacement. Mr. Prowant noted COSTARS did not go through, therefore they have to do a building plan for approximately \$750.00, and then put it out to bid. A building construction plan is being prepared and when that is done we will advertise for bidding on the job.

Minutes for Approval

April 30, 2015 minutes – Commissioner Contento inquired if the Board had any corrections, additions or deletions. There were none. Commissioner Contento entertained a motion to adopt the April 30, 2015 minutes, as submitted. Moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 4-0.

Boards and Commissioner Update-Summary by applicable Board Liaison

Commissioner Contento tabled the Board and Commissioner's updates, until the June 11 meeting.

Additional Business

Commissioner Young noted "First Friday" will be held on June 5 starting at 6:00 PM. Mr. Young also noted the Community Day Committee has met twice and will be reaching out for larger sponsorships.

Commissioner Tindaro noted a tour of the Hexagon School House on June 7 from 1:00 PM to 3:00 PM. Commissioner Tindaro also noted the Historical Society picnic on June 14 at 4:00 PM.

Commissioner Eshleman would like the Board to entertain putting a Stormwater Committee together, as well as start public education sessions.

Public Comments

Noel Bernard inquired about the status of the Giant gas station, part time wages, North Baily (Rachel Curve) trimming back, and beautifying the Route 340 and G.O. Carlson Caln Township sign. Mrs. Bernard also wanted to know if the Lincoln Highway Committee is open to the public. Commissioner Young replied that it is opened to the public, and invited Mrs. Bernard to attend.

Adjournment

Commissioner Contento entertained a motion to adjourn the May 28, 2015 meeting at 10:35 PM. Moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 4-0.

Respectfully Submitted by,

Denise Miller
Recording Secretary