

**CALN TOWNSHIP
BOARD OF COMMISSIONERS
WORK SESSION
JANUARY 16, 2014**

The Caln Township Board of Commissioners held their work session meeting, Thursday, January 16, 2014 at 253 Municipal Drive, Thorndale, PA 19372. President John Contento called the meeting to order at 7:36p.m.

Other Board Members Present:
Vice President, Cynthia Eshleman
Commissioner James Kruse
Commissioner Lorraine Tindaro
Commissioner Joshua Young

Others Present:
Township Manager Greg Prowant
Assistant Township Manager Tony Scheivert
Township Engineer Jeffrey W. McClintock, PE, CFM
Code Enforcement Director Andy Reczek

All present saluted the flag

Citizens to be Heard

Robert Reymos wished the board good luck and all your deliberations and everything they do for the next year. Mr.Reymos requested the board to: set their goals high, orderly meetings, provide prioritize capital project list, provide monthly list of what has happen, and listen to all citizens.

President Contento welcomed back Mr. Reymos.

Ordinances and Resolutions

None

Code Enforcement

Zoning Director, Andrew Reczek

Valley Township Agreement

Mr. Reczek spoke on Caln Township's working agreement with Valley Township. He discussed the adjustments in the rates and a new trip charge that has been added to the proposed new agreement.

President Contento asked if we are able to trace back to actual cost for the charges we are looking to apply? Mr. Reczek explained that Ms. Wertz our finance director worked all of that through and came up with the rates. President Contento asked Mr. Prowant if this was based on actual cost and he,

responded this is based on a combination of benefits as well as salaries. Commissioner Young noted that himself, Mr. Prowant, and Commissioner Kruse worked out the agreement with Valley Township and they went through all the cost and it's all accounted for. Mr. Reczek asked the Board if we are charging the Valley Township the correct cost of a total of \$6.00 per round trip. Commissioner Kruse stated instead of tracking mileage we would just charge a set trip fee. Mr. Reczek noted that he tries to send one inspector so we aren't going back in forth and we are hoping we can help them develop their own code department. President Contento asked if Valley Township has signed agreement. Mr. Prowant said that we have a verbal agreement since December 2013 and Valley Township should be signing it soon.

President Contento entertained a motion for the Caln Township Board of Commissioners to approve the Amended and restated Intergovernmental Agreement for Code Enforcement Services.

The motion was so moved by Josh Young and seconded by James Kruse. Polled, all aye.

Departmental Update

Del Toyota is going well. Popeye's family restaurant was a U&O late last year. There are still some items that need worked out and we are waiting on some revised plans. President Contento asked about problems Mr. Reczek has encountered at the resident or small business level. Mr. Reczek said the only project that is still pending is the 92 Embreeville projects that resulted from a complaint and will discuss with Mr. Scheivert about the roof.

Commissioner Kruse asked if Coatesville Area School District has notified Mr. Reczek on what they are going to do with the old Citadel building. Mr. Reczek noted we received a call from the Daily Local with some general questions. The school district is not yet certain on what they are going to use for building. Mr. Reczek tried to explain if it was business office then they should have no problem and we would do the necessary inspections for the use. If they decide to use the building for institutional or educational then they may have to undergo some building code changes, it's really up to them to give us the information once they decide how they want to use the building.

The Coatesville School District is purchasing the Citadel building. It may require a different sewer capacity if they use it for institutional or educational reasons. Mr. Reczek noted that we need the proper applications so we can go from there. Capacity will be their first step, next authority will discuss at one of their meetings, and then plans submitted. The process can take minimum six months. If they decide to not use it as a commercial business building then they will require a conditional use and occupancy.

Commissioner Kruse brought up about digital signs and they may need some work to the ordinance in the near future. Mr. Reczek noted that we could and his only concern is the time when they can change and it's mainly a timing thing. Commissioner Young noted we may need to check the national standard. Ms. Camp noted she would check the national standards'.

Mr. Prowant noted the Kia dealership Mr. Sipala contacted us about their renovations. Mr. Sipala is proposing to install a shed in the rear yard of his property along Lincoln Highway. Mr. Reczek issued a letter to Mr. Sipala indicating the need for either land development processing or a waiver from the Board of the requirements. Mr. Reczek noted that the Board has waived this requirement for other

commercial properties. Mr. McClintock indicated that as long as Mr. Sipala installs the shed on a 6-inch bed of stone, with the stone extending at least 1-foot beyond the walls of the shed, he can support the waiver request. Commissioner Tindaro and Commissioner Kruse both agree we should approve it.

President Contento entertained a motion for Caln Township Board of Commissioner to approve a land development waiver for Sipala KIA for a 500sq. foot shed to be located on the property as shown on the building permit application with the following condition: painted to match the main building, with a 6" base of stone that extends one foot beyond all for walls.

The motion to waive land development was so moved by Jim Kruse and seconded by Cynthia Eshleman. Polled, all aye.

Finance

Mr. Prowant reported Ms. Wertz is out and she will report on her financial report at a future meeting. It looks like we are on track with revenues and under or close to budget numbers for 2013.

President Contento asked about the age receivables and if we have any that can be turned over to collection agencies. Mr. Prowant noted we use the collection agency Portnoff that does sewer and trash bills, and the taxes go to the county. Commissioner Young noted after three year they go to sheriff for sale. We know the amount for the county and how much each resident owes. Commissioner Kruse commented that we do a good job of putting together a budget.

Bill List

President Contento entertained a motion for the Caln Township Board of Commissioners to authorize payment for bill list checks #333352-#33433. With the exception on holding check #33426

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

Engineering

Township Engineer, Jeffrey McClintock PE, CFM

Kings Grant Development

Mr. McClintock wanted to update the Board on the winter maintenance item associated with Kings Grant. He indicated that the state legislature passed a Permit Extension Law in 2010 known as the Act 46. That law extended all municipal approvals through July 2013, and in 2012, the state legislature enacted Act 87 of 2012, granting yet a further extension until July 2, 2016. Therefore, any permit, authorization, approval, or agreement issued after December 31, 2008 remains valid thru July 2, 2016. Given this law, Mr. McClintock stated that the Township cannot force Dewey to pave the roads, as they remain under a valid financial security agreement. The comments in the media focused on winter maintenance and there is clause in the developer agreement for them to maintain the streets until they are dedicated. Since 2010 Dewey maintained the streets and we didn't have any issues with that. In 2011 & 2012 was a slow year but in 2013 we have had four events needed maintained. Dewey

maintained the 2nd and 4th event. We are monitoring their maintenance and in the event we believe the service to be non-satisfactory, we are prepared to engage a local contractor to take over winter maintenance and back charge Dewey.

President Contento asked how we handled the two times that Dewey did not clear the roads. Mr. McClintock stated that Township crews did the work and we are going to come up with the invoices for that payment. Vice President Eshleman asked why we have a contractor if Dewey does not take care of Kings Grant. Mr. McClintock noted that the sewer manholes are raised because the final layer surface of pavement has not been installed. We have concerns of our equipment possibly getting damaged so we would prefer to engage a contractor rather than attempt to work those roads into our current schedule. Also, it would make it easier administratively to assess the work back to Dewey.

Ms. Camp analyzed the various legal options that we can take; however, the Permit Extension Act has hindered our efforts. We are trying to do the best that we can to help the residents. Vice President Eshleman suggests that the residents write your legislator to change the law. Ms. Camp noted they are trying to sell the lots off and we believe that an agreement will be reached sometime but because of the new law we cannot force them to complete the roads at this time. Also that any development activity whether it's a building or land development any governmental approval that is issued has been extended. President Contento wanted to make clear to the residents that Caln Township will do whatever we have to do to protect your safety and welfare.

Mr. and Ms. Massimini, 1327 Northumberland Road, asked what would you do as next step. Ms. Camp stated that you are stuck by the same laws that we are. President Contento and Ms. Tindaro agreed to put together a petition and to forward it own to our state legislator. Ms. Camp noted that they have to sign two agreements one a financial security and a land development agreement. The land development agreement says they will complete all improvements and \$4.4million is reserved in an escrow through a construction reserve account not a cash account. As they start improvement they did ask for some of the money and they are now down to \$572,000 is left from their construction loan.

Mr. Reymos asked how much does Dewey owe and Ms. Camp replied approximately \$73,000 as of this date.

ARLE Grant Signature Resolution - 2014-01

President Contento entertained a motion for the Caln Township Board of Commissioners to approve Resolution – 2014-1 authorizing the President of the Board of Commissioners to authority to sign the Automate Red Light Enforcement program project funding.

The motion was moved by Cynthia Eshleman seconded by Lorraine Tindaro. Polled, all aye

Osbourne Road Bridge Signature Resolution 2014-02

Mr. McClintock noted this resolution will authorize the President and or the Township Manager to sign any or all agreements over the Osborne Road Bridge and Beaver Creek project designated in municipal program 86698. This resolution is necessary due to the change in Board President, as PennDOT requires a signature resolution to permit the current Board President to execute any agreements associated with the project. Commissioner Kruse asked what is going to be the procedure on this. Mr. McClintock stated

that the engineer is not yet complete with the final design. There are two issues: utility coordination and right of way. The total budget expense is close to \$2 million – 2.5 million and the township is responsible for 2.5%, with East Brandywine Township paying the other 2.5% of the local match of 5%. The construction of the new bridge will last about three months from start to finish. Vice President Eshleman was concerned about tractor trailers traveling down Osborne.

President Contento entertained a motion for the Caln Township Board of Commissioners to approve Resolution – 2014-2 authorizing the President of the Board of Commissioners and or Township Manager to authority to sign and documents related to the Osborne Bridge of Beaver Creek project.

The motion was moved by Jim Kruse seconded by Lorraine Tindaro. Polled, all aye

Land Development

Projects Update

Report/Chart Deadline Chart Review

Mr. McClintock noted the report chart that tracks all land development projects and their deadlines. The report chart keeps record of all the official applications that has been filed in the township and every application for land development. They are given by law 90 days for us to review given otherwise unless an extension is granted by applicant. We have a couple big projects that are still sitting on docket which is the Dwell at Caln 400 unit project on 322 in tentative PRD stage. Bondsville Rd Apartments is in preliminary stage, Edge Faddis is a subdivision project, and Woods of Rock Raymond is at final-revised stage, Christian Faith and Hillview land development 2008 that fall under that extension law. Project that does not show up is the Hills at Thorndale because it received preliminary land development approval but has yet to submit for final approval. Mr. McClintock indicated he believes the project's developer will be submitting final plans in the near future.

Engineering Items

Columbia Gas Easement Status

Mr. McClintock stated that Columbia Gas was not able to produce an agreement for signature prior to year's end; therefore, we will bring the easement agreements forward once produced by Columbia.

Columbia gas Alignment Status

Mr. McClintock noted that he has been working with Columbia Gas in an effort to revise their proposed alignment for the East Side Expansion Project to locate the line closer to the US30 Bypass in an effort to not encumber part of the building envelop on the MGJAD property along Parkside. Columbia has issued a revised alignment to FERC to show this change. He also noted that we have received the Act 13 notification from their contractors and we will be responding to the request within the next week.

Capital Project Discussion

Mr. McClintock noted there was a bond issue last year that had a list of projects associated with it. A majority of the money has been taken to rebuild Humpton Road and to construct a pedestrian bridge along Bondsville Road over Valley Run. The Board of Commissioners agreed to start the January 30, 2014 meeting at 6 p.m. to discuss capital projects.

Community Services

Assistant Manager Mr. Tony Scheivert

Police Building

Mr. Scheivert discussed the two proposals from Lane Roofing to repair the roof over the administration portion or both at the police building. Mr. Scheivert noted he will do some more research. Commissioner Kruse suggested we find an expert to inspect the roof. Mr. Scheivert noted he will research finding an expert.

President Contento entertained a motion for the Caln Township Board of Commissioners to approve expenditure up to \$1500 to obtain an expert.

The motion was so moved by Jim Kruse and seconded by Lorraine Tindaro. Polled, all aye.

Mr. Reymos asked what is the condition of the entire roof over the police station. Mr. Scheivert noted this will take care of the entire roof.

Ms. Bernard asked how much is in the budget. Mr. Prowant stated with have a contingency amount of \$10,000.

Department Update

Mr. Scheivert noted we started with the chipping of the Christmas trees and we have chipped around 500 so far and we are getting that together for Fishersville Rd repair. The crew has been plowing and fixing damaged equipment and roads.

Township Manager

Township Manger Mr. Greg Prowant

Trash Collection Update

Mr. Prowant stated that the township started a new trash collection program where Eagle Disposal has begun collection under our new contract. On January 2nd and 3rd, Eagle Disposal began its collection of trash and recycling for the Township which now is a four day pick up, with a two day schedule following the New Year's holiday. With the snow storm on that Friday morning that affected the pickup greatly. There was some confusion with the residence with the time to put their trash and recycling. The hauler did get all the stops on Thursday and Friday. Eagle came out on Saturday to finish up on recycling and pick up the Christmas trees. The Christmas trees are being taken to Park West where we have chippers

and we are chipping all of them to recycle. This saves us the cost of disposal as trash and recycling of trees can be used in mulching activities. We received several calls within the first days but they reduced by the next week. Commissioner Eshleman suggested maybe we should let the residence to put the trash out the night before. Mr. Prowant responded if they are out before 6 a.m. to give the township a call and we will put it in as a complaint.

Mr. Vince Rose observed that he seen a lot of trash cans not put back and recycle bins laid in the middle of the street.

Mr. Reymos and Ms. Bernard were both pleased with their neighborhood.

Chester County Vision Partnership Grant

Mr. Prowant discussed the Vision Partnership Grant. The county provides funding for studies like comprehensive plans. The plans can run around \$20,000-\$25,000. Commissioner Kruse noted it is too much paper and nothing gets done. Commissioner Tindaro believes it is about time for us to do one. Mr. McClintock stated that he would be helping on these plans. Mr. Prowant stated he would bring something back to the Board at a later date.

Mr. Reymos commented that the Board should push it back to next year because the Board has more priorities.

Proposal to Rename Broad St.

Mr. Prowant discussed a proposal from Representative Hennessey to name Broad St. in memory of Gabriel Milanese and his father. Commissioner Eshleman is concerned about whether this will affect nearby businesses. Mr. Prowant mentioned we could use different other landmarks as well. Commissioner Kruse suggested we go to the Milanese family to make sure it's ok.

Open Discussion on Priorities

Mr. Prowant recommended that the board and staff discuss how we spend time in priorities, goals, activities to get involved in, and what the Board thinks is important to get involved in. President Contento said we should set up a long term budget, look at a five year plan, or some numbers beyond this year.

Additional Business

Mr. McClintock reported the Osborne Bridge was damaged; a tractor trailer that was overweight damaged the guide rail. This occurred on January 11, 2014, and the bridge was closed to thru traffic. The bridge was repaired on January 14, 2014 by J.D. Eckman and evaluated by Traffic Planning and Design on January 15, 2014. Traffic Planning and Design provided the required certification on January 15, 2014 and the bridge was reopened to thru traffic.

Mr. Reymos brought up a concern on G.O. Carlson Bridge and if that project is a go or not. Mr. McClintock and Mr. Prowant met with Senator Rafferty and is looking at potential grant funding or potential project monies that may be available.

Minutes Approval

President Contento entertained a motion for Caln Township Board of Commissioners to approve the meeting minutes for December 5, 2013. Mr.Contento and Ms.Eshleman abstained due to absence.

The motion was moved by Josh Young and seconded by Jim Kruse. Polled, John Contento, abstain, and Cynthia Eshleman, abstain, Jim Kruse, Joshua Young, and Lorraine Tindaro, all ayes.

President Contento entertained a motion for Caln Township Board of Commissioners to approve the meeting minutes January 6, 2014.

The motion was moved by Cynthia Eshleman and seconded by Lorraine Tindaro. Polled, all aye.

Public Comments

Mr. Reymos wants to congratulate Board.

Adjournment

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

The motion was so moved by Josh Young and seconded by Jim Kruse. Polled, all aye.

The meeting was adjourned at 10:00 p.m.