

Meeting Minutes for Caln Township  
Board of Commissioners  
August 25, 2022  
7:30 PM  
Hybrid Meeting

Call to Order: Commissioner Mullin called the Board of Commissioners meeting to order at 7:30 PM. Commissioner Mullin then called for the Pledge of Allegiance to the flag.

Board Members Present: Paul Mullin-President, Jane Kennedy-Vice President, Joshua Young-Commissioner, Lorraine Tindaro-Commissioner, Mark Evans-Commissioner.

Staff Members Present: Kristen Denne-Township Manager/Secretary, Denise Miller-Assistant Township Secretary, Lisa Swan, Township Treasurer, Ray Stackhouse-Director Building and Life Safety, Chris Ward-Manager Ingleside Golf, Patrick Taylor-Thorndale Volunteer Fire Company Chief, Scot Gill- Director Wastewater, Police Chief Elias.

Professionals Present: Kristin Camp-Township Solicitor, Andrew Tuleya, Casey LaLonde, and Carl Smith representing ARRO.

Special Guest: Downingtown Library Board President Jack Hines, Lauren Smyth Downingtown Library Director, and Peter DiMaio representing Coatesville Library.

The Board of Commissioners August 25, 2022 agenda was posted on the Township website, and at the Township building, on August 24, 2022. Agendas were made available for the public at the meeting.

The 2022 Township Board of Commissioners meetings were published in the Daily Local News, on December 28, 2021.

Commissioner Evans Township Update

Welcome everyone, thank you for joining us. Our meetings are “Neutral Ground,” a place to hear and be heard. The Board of Commissioners (BOC) are here to represent everyone in Caln Township (Caln), and we strive to be sure our decisions address the needs of all. We are all in this together.

Just a reminder, only questions or statements regarding an agenda item will be entertained under “Citizens to be Heard” at the top of the meeting. All other matters will be recognized during “Public Comment,” at the end of the meeting.

LUCKY YOU! Commissioner Evans noted that he still has COVID symptoms however, he tested negative. He noted that this update will be short because of his symptoms. If you’re not vaccinated, quit the debating society, and get it done, please...

EMERGENCY: Commissioner Evans noted the Township met with three EMS providers, and tonight the Board will determine how the Township will move forward, effective September 1, 2022 and through the end of the year.

THAT'S A WRAP: Commissioner Evans noted that last night the Zoning Task Force concluded their work developing a framework for our new zoning ordinance. It will be forwarded to the Township Planning Commission for discussion.

CLEAN UP TIME: Commissioner Evans noted that social media can be a wonderful way to stay in touch with friends, it is not the place to get factual information. Case and point, this recent post from a local Facebook group – “NOTE: DESPITE A PREVIOUS STATEMENT, THE 5-YEAR PLAN FOR THE INGLESIDE GOLF COURSE IS NOT ACTUALLY ON THE AGENDA FOR TONIGHT”. It’s not on the agenda for tonight, because it was on the agenda last month, and presented as a 3-year plan. The effort was pushed by the Board of Commissioners, the plan was created by the Golf Committee, and presented as promised.

Commissioner Evans noted that if anyone who wants to see the presentation and hear the discussion, it begins, at 42 minutes and 12 seconds of the posted video of their meeting. It ends at 57 minutes.

Commissioner Evans noted that at the end of 2019, the golf fund had a negative balance of \$561,469 and as of the end of August that balance will be positive \$44,600.00 It is anticipated to be positive \$73,000.00 at the end of 2022.

CALN TOWNSHIP IS “OPEN FOR BUSINESS”: Commissioner Evans noted that nothing is ever perfect, but it’s our township, our community, and our home. #lookoutforcaln We can all be a part of the solution by eagerly spreading the good news about where we live.

#### Presentation

Mike Fuller – DVRPC LED Light Project – Ms. Denne noted that this has been moved to the next agenda.

Lauren Smyth from the Downingtown Library – Board President Jack Hines introduced Ms. Smyth as the new Director of the library. Mr. Hines thanked the Board for their pas support of the library.

Ms. Smyth reviewed their library programs such as their summer reading programs. She noted that 5% per capita is the state standard, however they are requesting a \$3.00 per capita. \$1.50 for Downingtown Library and \$1.50 for Coatesville Library.

Commissioner Young asked Ms. Smyth to talk about how adults can also utilize the library. Ms. Smyth replied that they see adults with children and whole families. They also have adults of all ages that can utilize their library such as using their computers and adult programs.

Commissioner Mullin called for public comments. There were none.

Commissioner Mullin called on Peter DiMaio from the Coatesville Library.

Coatesville Library Board Member Peter DiMaio thanked the Township for this year's donation and newsletter coverage.

Mr. DiMaio noted that the library will have an open house on October 26, 2022 for all Municipalities. He also noted that he is a member of Our Lady of the Rosary Church, and they will be holding a "Coffee with the Chiefs" on September 28, 2022 from 8:30 AM to 10:30 AM.

#### Township Solicitor – Ms. Camp

Act 167 – Ms. Camp introduced ARRO Consulting (ARRO) representatives to go over some of the questions from the August 11, 2022 Board public meeting.

#### Township Engineer

Stormwater Ordinance/MS4 ARRO Memo – Mr. Tuleya noted that this ordinance complies with PADEP's 2022 stormwater ordinance requirements for all MS4 permit holders in Pennsylvania. Mr. Tuleya reviewed some of the Board's questions.

Mr. Tuleya noted that the Board asked if it is required to do an inspection at the cessation of a 25-year or greater storm. The answer is yes. This language is mandatory according to PADEP's 2022 ordinance requirements and should be included in the Township's new stormwater ordinance.

Mr. Tuleya noted that the Board asked for an estimate of what it would cost if the Township contracted out for the inspection services. Mr. Tuleya noted that ARRO's goal is to conduct as many site visits within a single 8-hour day, as possible. There are times where they can complete 20-25 site observations per day if there are no major maintenance issues to document/account for. If we are conducting observations at stormwater facilities with numerous maintenance/structural issues to document, then we may only get 5 inspections completed in a single day. Mr. Tuleya also noted that a full day of stormwater facility field observations estimate is \$1,100.00 per day.

Mr. Tuleya noted that the Board asked what is the workflow that other Municipalities are using for inspections. Mr. Tuleya noted that ARRO recommends tracking all stormwater Best Management Practices (BMP's) including location, responsible party/property owner information, associated agreements and plans, built date, and next inspection date in a data management system such as GIS. Mr. Tuleya also noted to send written correspondence to the responsible party/property owner three months prior to the next inspection due date for each BMP indicating the Township will be conducting a site visit to observe current facility conditions, within a date range. This will give the property owner an incentive to correct maintenance issues at each facility prior to a site visit. Streamline BMP inspections into a single week or multi week period if possible, and if a facility fails an inspection, send a letter to the responsible party stating the nature of the violation(s), citing the specific sections of the stormwater ordinance, which have not been met, and establish a time limit for commencement of correction and completion of correction of the violation(s).

Mr. Tuleya noted that the Board asked if they created a database of BMP's that have been built and require the inspections outlined in Section 706, can that date base start with facilities built after

adoption of the 2022 ordinance. Mr. Tuleya noted that BMP's built after 2013 and prior to the adoption of the Township's current draft ordinance need only to comply with the inspection requirements outlined in the current ordinance/their operation and maintenance agreement (O&M). They will not follow the inspection requirements of the new stormwater ordinance; however, it is still important that the Township tracks these BMP's as they are used for the Township's Pollution Reduction Plan compliance. ARRO suggests having a data base containing all BMP's in the Township and identify what year they were implemented so they are aware of what specific requirements are associated with each facility.

Commissioner Mullin called for public comments.

Cheryl Spaulding of 406 Lloyd Avenue asked if this ordinance applies to commercial property. Ms. Camp replied that it does. It does not matter what classification your property is zoned as. It matters what impervious cover that you add or what level of earth disturbance that you conduct. Ms. Spaulding asked if the submitted but unapproved projects are subject to this ordinance. Ms. Camp replied that they are subject to the 2013 ordinance, and still required to do very significant stormwater management, and record an O&M agreement.

Ms. Camp asked if the Board is comfortable with the Municipality doing the inspections. Commission Mullin called for a consensus vote. Board consensus is to have the Municipality do the inspections.

Ms. Camp asked Mr. Tuleya if there is anything else that is needed for this ordinance. Mr. Tuleya replied that he would ask if the Township also wanted to optionally require the property owners to submit inspections if there is a 10-year storm event. Ms. Denne and Commissioner Mullin replied that the 25-year requirement is enough.

Ms. Camp noted that she will send the Board the updated ordinance to advertise at the September 8 meeting and consideration to adopt at the 29 meeting.

Mr. LaLonde reviewed Ida projects, non-Ida projects, and general projects.

#### Hurricane Ida Projects

Mr. LaLonde noted that the Board of Commissioners has authorized North Barley Sheaf Drainage, North Barley Sheaf Swale, North Bailey Road, and South Lloyd Avenue Streambank projects to proceed to bid. Bidding will take place later this month or early September. Projected completion date by December 31, 2022.

Mr. LaLonde noted that ARRO will be requesting permission to go out to bid for the Municipal Bridge and Moore Bridges at the September 8, 2022 meeting. Projected completion of both projects is early next year. Well before the March deadline.

Mr. LaLonde noted that the Fisherville Road Streambank and Municipal Drive Streambank projects have been completed.

### Non-Hurricane Ida Projects

Mr. LaLonde noted that the Reed Street stormwater project is in final design. Mr. LaLonde also noted that they have at least four easements and will be working with various property owners to obtain several more.

Mr. LaLonde noted that the East Fisherville pre-demolition meeting has been held. The project will start in 10 to 15 days and will be completed by the end of September 2022.

Mr. LaLonde noted that the Lloyd Avenue signals are working great, and it is a great improvement to the intersection.

Mr. LaLonde noted that the 258 Horseshoe Drive demolition project is underway, and the utilities have been capped. They are still working on the water service and should be completed by the end of September 2022.

Mr. LaLonde noted that the Spackman Farm driveway is included in the 2022 Road Program and will commence in early September 2022.

Mr. LaLonde noted that the Caln Township bioswale project is complete.

### General Stormwater Projects

Mr. LaLonde noted that the G.O. Carlson Culvert, Humpton Road Culverts, Lynn Boulevard 1 & 2, Park Drive Stormwater, Williams Way, and the Bondsville Culvert Projects are all in final design.

### Township Manager – Ms. Denne

MOU Teamsters Union – Ms. Denne noted that she contacted the Teamsters Union and proposed to skip the 75 %, 85%, 95% and then fourth year full wage scale to hire CDL drivers in preparation for the winter and because of the hiring difficulties. The union agreed with the proposed Memorandum of Understanding (MOU). Ms. Denne requested authorization to move forward with the MOU.

Commissioner Mullin asked Ms. Denne if the wage scale will go back to the scale on January 1, 2023. Ms. Denne replied that it will. She also noted that they will re-negotiate at that time if they need to.

Commissioner Mullin called for Board comment. There were none.

Commissioner Mullin called for a consensus vote. Board consensus was to authorize Ms. Denne to move forward with the MOU.

### Ordinances and Resolutions for Consideration

Request for Consideration to Approve Resolution 2022-04 A Resolution Designating the 2022 Response Territories for Emergency Service in Caln Township (Tabled 01/13/2022) –

**Commissioner Mullin entertained a motion to un-table Resolution 2022-04. Moved by Commissioner Evans and seconded by Commissioner Kennedy.  
Vote passed 5-0.**

Commissioner Mullin noted that there has been a change in the Resolution to keep Washington Hose Fire Company (Washington Hose) as the Township provider for the west side of Municipal Drive and keep Minquas Fire Company (Minquas) as the Basic Life Support (BLS) for the east side of Municipal Drive. Commissioner Mullin also noted that there was a change switching over to the AVL system for the entire Township.

Commissioner Evans noted that at the Board special meeting, Minquas, Washington Hose and Westwood Fire Company (Westwood) were not in favor of going to the Automatic Vehicle Location (AVL) system at this point. Commissioner Evans noted that he would like to see Washington Hose on the west and Minquas on the east. Washington Hose said that they could probably be ready for Advanced Life Support (ALS) service in the new year.

Commissioner Evans noted that Minquas is available now at no cost. Commissioner Evans also noted that he thinks that the Township should have Minquas do the ALS for the rest of the year.

Commissioner Young noted that he spoke with Minquas today and they are agreeable to providing ALS service for the entire Township and are ready now.

**Commissioner Young made a motion to amend Resolution 2022-04 to change from elect AVL on ALS support to Minquas to provide ALS for the entire community of Caln Township.**

Commissioner Mullin noted that Washing Hose has a sub-station behind the Giant grocery store, and Minquas has moved in with Thorndale Fire Company. Commissioner Mullin question if Minquas can support the entire Township quicker than having Westwood or any other service on the east side.

Commissioner Young called a point of order and noted that he made a motion so there needs to be a second on the motion or the motion dies. This has to come before discussion.

**Commissioner Evans seconded.**

**Commissioner Young replied to Commissioner Mullin's concern that if Minquas happens to not be available or ready, then the ALS system kicks in on the second call anyway. Commissioner Young noted that this would be the same for BLS services.**

**Ms. Denne asked Commissioner Young for clarification if this is for both ALS and BLS systems. Commissioner Young replied that it would change the bullet point on the Resolution that says Advanced Life Support shall be provided by "Minquas Fire Company". Ms. Denne re-read the change to get clarification to change the resolution. She noted that the BLS will stay as it is and will be divided at Municipal Drive, and the ALS calls for the entire township will go to Minquas. Commissioner Young noted "correct".**

**Commissioner Young noted that there needs to be further discussion with Washington Hose to see if they will be ready for the fall, and what the cost may be.**

**Cheryl Spauling of 406 Lloyd Avenue commented on the Brandywine Hospital closure, and on the motion.**

**Commissioner Young noted that the County Officials are looking for a buyer for the former Brandywine Hospital. Commissioner Young also noted that with the re-opening of Jennersville Hospital, it may take some pressure off Paoli and Chester County Hospitals.**

**Vote passed 5-0.**

Minutes to Approve

Request to Consider Approval of the Board of Commissioners Meeting Minutes of July 28, 2022 – Commissioner Mullin called for Board and public comments. There were none.

**Commissioner Mullin entertained a motion to approve the Board of Commissioners meeting minutes of July 28, 2022. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro.**

**Vote passed 5-0.**

Request to Consider Approval of the Board of Commissioners Meeting Minutes of August 11, 2022 – Commissioner Mullin called for Board comments. There were none.

**Commissioner Mullin entertained a motion to approve the Board of Commissioners meeting minutes of August 11, 2022. Moved by Commissioner Tindaro and seconded by Kennedy.**

**Vote passed 5-0.**

Minutes Acknowledged

Request to Acknowledge Receipt of the Approved Planning Commission Meeting Minutes of June 21, 2022 – Commissioner Mullin called for Board comments. There were none.

**Commissioner Mullin entertained a motion acknowledging Board receipt of the approved Planning Commission meeting minutes of June 21, 2022. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro.**

**Vote passed 5-0**

Finance Department – Ms. Swan

Financial Report – Ms. Swan noted that the Township is changing to ADP for payroll in the 4<sup>th</sup> quarter or at the beginning of 2023. Ms. Swan also noted that the sewer and trash bills will go out on September 1, 2022 and they are due September 25, 2022.

Motion to Approve General Checks 48697 to 48714 – Commissioner Mullin called for Board and public comments. There were none.

**Commissioner Mullin entertained a motion to approve general checks 48697 to 48714. Moved by Commissioner Tindaro and seconded by Commissioner Kennedy.**

**Vote passed 5-0.**

Directors Reports

Police Chief Elias – Chief Elias noted a few highlights from his department's July 2022 report, which was previously provided to the Board.

Chief Elias noted that there were two accidental firearm discharges in Township parking lots in August. It almost cost a 3-year-old his life.

Chief Elias noted that they will be testing again on October 23 with the Civil Service Commission, and three new police officers started work on August 22, 2022. Chief Elias also noted that the state will pay 75% of the police Act 120 training and 45% of their salary, while they are in training.

Ms. Denne noted that since the Act 120 training will be paid for, hopefully it helps with the minority and those who would otherwise not afford it. Ms. Denne also noted that she reached out to the state representative today to see what their network is for recruiting.

Commissioner Kennedy noted that she will put this out to the NAACP, and she asked about the juvenile detention center. Ms. Denne noted that this is really a good opportunity. Chief Elias noted that it is \$6,000.00 to \$7,000.00 to go through the Municipal Police Academy.

Fire Department Chief Taylor - Chief Taylor noted a few highlights from his department's July 2022 report, which was previously provided to the Board.

Chief Taylor noted that Public Education Officer Kim Mattson is working on the wildfire prevention week program for "Fire Prevention Week" along with Commissioner Kennedy's assistance.

Chief Taylor noted that they teamed up with Serv-Pro of Kennett Square/Oxford to have a shredding event on Sept 17, 2022 to be held at the Coatesville High School. Chief Taylor also noted that they will accept up to five boxes to shred.

Ingleside Golf Manager Mr. Ward - Mr. Ward noted a few highlights from his department's July 2022 report, which was previously provided to the Board.

<u>Rounds</u>	<u>2022</u>	<u>2021</u>
July	4,062	3,634

<u>Revenue</u>	<u>2022</u>	<u>2021</u>	<u>Average</u>	<u>Percentage</u>
July	\$131,791	\$121,609	\$98,518	+8%
<u>YTD</u>	\$536,862	\$527,972	\$404,996	+2%

<u>Expenses</u>	<u>2022</u>
<u>YTD</u>	\$374,347

Mr. Ward reviewed the three pieces of proposed equipment:

55 Golf Carts: 7-year lease with monthly payments of \$2,395.41. Yearly breakdown cost: July 2023 to December 2023 \$14,372.00, 2024 to 2029 \$28,744.00, and January 2030 to June 2030 \$14,372.00

Greens Mower financed for three years at a cost of \$14,989.00 per year totaling \$40,905.00.

Rough Mower financed for three years at a cost of \$18,984.00 per year totaling \$51,775.00.

Mr. Ward noted that total cost of the three proposed pieces of equipment is \$201,214.00.

Commissioner Evans asked Mr. Ward if the 55 golf carts expense is in the 2022-2023 projected revenue and expenses. Mr. Ward replied that they are. Mr. Ward also replied that those numbers are based on 23,000 rounds.

Commissioner Evans noted that he would like Mr. Ward to take him up on his offer to help with the golf course. Mr. Ward replied that their committee has been discussing this. They also discussed bringing in a marketing manager.

Commissioner Mullin noted that the next golf course committee meeting will be held on August 29, 2022.

Director of Building & Life Safety/Interim Public Works Director Mr. Stackhouse – Mr. Stackhouse noted a few highlights from his department’s July 2022 reports, which were previously provided to the Board.

Lomax Carpet and Tile – Mr. Stackhouse noted that the Phase I grading, site work, and stormwater inlets for the front of the building is getting ready to start. Some repairs to the back access are also included in Phase I. There will be some milling and overlay opposed to just patching. Mr. Stackhouse also noted that the store opening will be approximate in late September.

Aldi – Mr. Stackhouse noted that Aldi has received their building permit.

CCIU – Mr. Stackhouse noted that they are expanding their toddler center, which provides daycare for their students' use. He also noted that the Township Planning Commission has given their recommendation to move forward and will be before the Board in September.

Colonial Hyundai – Mr. Stackhouse noted that their review is in progress for them to do some additions to their building.

All-Fill 4060 Edges Mill Road – Mr. Stackhouse noted that their conditional use review has been completed and sent back to them.

COVID – Mr. Stackhouse noted that he had a close-out meeting with FEMA, and they will receive \$1,000 more in funds to go towards COVID items.

Ida – Mr. Stackhouse noted that Staff continues to have weekly meetings with FEMA and submitting project information.

Ingleside Golf Course – Mr. Stackhouse noted that it was first thought that the building at the golf course had a well, however, it has public water. PAWC located the water line between the building and Horseshoe Drive.

2022 Road Program – Mr. Stackhouse noted that on August 29, 2022 the contractor will be mobilizing on Seltzer Avenue to start the stormwater work that has to take place prior to the milling and overlay.

Mr. Stackhouse noted that they have an employee starting on Monday, so they are now down three employees.

Commissioner Evans noted that the Historical Commission sent a detailed letter to All-Fill, and they have not responded. Mr. Stackhouse replied that their letter was included in their conditional use review noting that they need to respond to the Historical Commission letter. Mr. Stackhouse noted that they are supposed to meet with three of the property owners to update them on what is going on. Commissioner Evans noted that he would have liked to have the Historical Commission invited to that meeting or even contacted about it.

Commissioner Evans asked Mr. Stackhouse to ask their legal counsel to send him a summary on what happened at the meeting. Mr. Stackhouse replied that he will ask.

Commissioner Mullin called for public comments.

Cheryl Spaulding of 406 Lloyd Avenue stated that over the past several years it has been discussed to turn the golf course into a nine-hole course and make the remaining part into a park. Ms. Spaulding would like to know if this was ever seriously pursued and are any there any restrictions to doing so. Commissioner Young replied that the Township hired a consultant in 2007 to help them transfer the golf course to the Township and the school district approached them about building a new Caln Elementary school in the front half and then transitioning the back to a 9-hole

golf course. Commissioner Young also replied that 9-hole courses do not make money. There are also deed and wetland restrictions on the property as well as easement restrictions. The first tee, the “old cart” barn, and some of the fairway on the first hole is part of the Craft House property.

Commissioner Young noted that the bond holders granted the bonds based on the use of the property.

Ms. Spaulding stated several things that this property is not including a golf course. Commissioner Mullin noted that it is a golf course for residents and non-residents to play golf. Commissioner Mullin also noted that the Township is planning to elaborate with the Spackman Farm for more open space for residents.

Commissioner Evans noted that he defers to Commissioner Mullin on this, but I think what he meant was: “collaborate on enhancing Spackman Farm”.

Commissioner Mullin noted that the golf course is paying for itself.

Commissioner Evans noted “I look at the golf course fund this way – the taxpayers lent \$600k to get Ingleside going, and that loan was paid back in full by Ingleside between January 2022 – August 2022, under 3 years.

Mark DeYoung of 20 Beaver Run Road noted that the golf course has made progress.

#### Additional Business

Commissioner Young asked the Board what they are doing about the golf course equipment purchases. Commissioner Mullin noted that the golf committee meets on August 29, 2022 and then will forward their request to the next Board meeting.

#### Public Comments

Commissioner Mullin called for public comments. There were none.

#### Adjournment

**Commissioner Mullin entertained a motion to adjourn the August 25, 2022 Board of Commissioners meeting at 9:40 PM. Moved by Commissioner Evans and seconded by Commissioner Tindaro.**

**Vote passed 5-0.**

**Respectfully Submitted,**

**Denise Miller,  
Assistant Township Secretary**