

Caln Township Chester County, Pennsylvania
Board of Commissioners August 29, 2024
7:30 PM Hybrid Business Meeting Minutes

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

Staff Members Present: Don Vymazal-Township Manager and Secretary, Denise Miller-Assistant Township Secretary and Administrative Assistant, Abbey (A.) Swan-Director of Community Enhancement, Lisa (L.) Swan-Director of Finance and Township Treasurer, Johnnie Huggins-Director of Public Works, Scot Gill-Director of the Municipal Authority, Ray Stackhouse-Director of Building and Life Safety, and Police Chief Elias.

Professionals Present: Chief Taylor-Thorndale Volunteer Fire Company, and Chief Wagner Minquas EMS.

Special Guest: N/A

The Board of Commissioners' (BOC) August 29, 2024, agenda was posted on the Township website, at the Township building on August 28, 2024, and agendas were made available for the public, at the meeting. The 2024 Township BOC meetings were published in the Daily Local Newspaper, on December 27, 2023.

Commissioner Mullin called the meeting to order at 7:35 PM and Salute to the Flag.

Call to Order and Salute to the Flag

Citizens to be Heard – There were none.

1. Resolution

1.1 Resolution 2024-19 Disposition of Township Records

Mr. Vymazal offered a resolution for the disposition of Township Records.

Commissioner Mullin entertained a motion to approve the disposition of Township records. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 5-0.

2. Township Manager

2.1 Trash Contract for Advertisement

Mr. Vymazal offered the advertisement for a three-year Curbside Municipal Waste and Recyclable Material Collection Contract. The current contract will expire on December 31, 2024, and an RFP for bids will be advertised for two weeks in September for no more than 45 days and no less than 10 days in two consecutive weeks.

Commissioner Mullin entertained a motion to authorize staff to put out to bid the 2025-2027 Curbside Municipal Waste & Recyclable Material Collection Contract with two optional one-year contracts for the years 2028 and 2029. Moved by Commissioner Tindaro and seconded by Commissioner Kennedy. The vote passed 5-0.

2.2 Chester County Intermediate Unit (CCIU)

Chief Elias stated that police calls have drastically escalated from the CCIU causing a public safety risk and overwhelming the police department. Chief Elias stated that the CCIU has hired a consultant to conduct an

assessment report regarding the police department's concerns. Commissioner Young asked if this report will be a public document. Mr. Vymazal replied that the CCIU Administration stated that this matter will be discussed at the CCIU Board meetings, and the assessment report should be a public document.

Commissioner Kennedy asked how the police handle Coatesville School (Coatesville) incidents and the impact they have on the police department. Chief Elias replied that Coatesville had four police officers in 2013 and had a limited reliance with the police department. Over the years as their numbers waned, the police department calls increased. Chief Elias also stated that the majority of their calls were incidents that happened after school hours. Commissioner Kennedy stated that the CCIU should model after Coatesville. Commissioner Young asked if the CCIU could hire police officers. Chief Elias replied that they could hire police officers. Commissioner Kennedy stated that the kids who attend the CCIU are from Chester County and possibly outside of Chester County. Commissioner Evans asked if Coatesville would reallocate two of their police officers to the CCIU on a full-time basis. Chief Elias noted that their police department has recommended that; however, he does not see that happening. Commissioner Evans asked who funds the CCIU. Mr. Vymazal replied that they are funded by a variety of sources such as the PA Department of Education and the county.

Commissioner Mullin asked Chief Elias if he spoke to the CCIU's new principal and assistant principal. Mr. Vymazal replied that he has spoken with their administrators; however, he has not had the opportunity to talk with the Principle and Assistant Principle. Chief Elias replied that he and Mr. Stackhouse spoke with the Principle at the Comprehensive Development Classroom (CDC) and at the CCIU.

Commissioner Young asked if one school resource officer is enough for the CCIU. Chief Elias replied that he believes their calls would increase if they had a resource officer.

2.3 Thorndale Streetlight Improvements Decorations

Mr. Vymazal offered the purchase of nineteen presidential snowflake streetlight decorations totaling \$11,659.85.

Commissioner Young asked the length of the warranty. Mr. Vymazal replied that he will confirm that it is for three years. Commissioner Mullin asked if the lights will be retrofitted with the outlets in time for the holiday. Mr. Vymazal replied that he is scheduling the work, and they will be installed in time for the holiday.

Commissioner Mullin entertained a motion to authorize the purchase of nineteen 4' silhouette presidential snowflake pole mount-cool white LED decorations, in the amount of \$11,659.85 payable to Holiday Outdoor Decor. Moved by Commissioner Evans and seconded by Commissioner Kennedy. The vote passed 5-0.

2.4 Ingleside Golf Course Clubhouse Roof

Mr. Vymazal offered Octorara Roofing & Exteriors as the lowest bidder to replace the golf course pro shop leaking roof, in the amount of \$17,500.00.

Commissioner Mullin asked if the Township insurance would cover this cost. Mr. Vymazal replied that he will inquire to see if they will cover the entire cost or a partial portion of the cost. Commissioner Evans stated to consider how this cost would affect the Township insurance rate.

Commissioner Mullin entertained a motion to authorize the Township Manager to sign a contract with Octorara Roofing and Exteriors to replace the golf course pro shop roof, in the amount of \$17,400.00 contingent on checking

to see if the township insurance will cover the cost. Moved by Commissioner Evans and seconded by Commissioner Tindaro. The vote passed 5-0.

3. Handicapped Parking Spot Advertisement

Mr. Vymazal offered an ordinance advertisement for a handicapped spot for 1519 Walnut Street. Previously this was approved by the Board and the sign was placed; however, it was not codified in the Township code.

Commissioner Mullin entertained a motion to advertise an ordinance amending Chapter 149 of the Caln Code titled "Vehicles and Traffic; Section 149-28 titled "Special Purpose Parking Zones" to Designate a handicapped parking spot at 1519 Walnut Street. Moved by Commissioner Evans and seconded by Commissioner Tindaro. The vote passed 5-0.

4. Board Minutes to Approve

4.1 August 8, 2024

Commissioner Mullin entertained a motion to approve the August 8, 2024, Board minutes. Moved by Commissioner Evans and seconded by Commissioner Tindaro. With Commissioner Mullin abstaining because he was not in attendance at the meeting, the vote passed 4-0.

5. Finance Department

5.1 Financial Report

Ms. Swan gave a brief July report and stated that the Township audit presentation will be at the September 26, 2024, board meeting.

5.2 Checks 52547 to 52651 and Manual Check 306

Commissioner Mullin entertained a motion to approve checks 52547 to 52651 and manual check 306. Moved by Commissioner Tindaro and seconded by Commissioner Evans. The vote passed 5-0.

6. Monthly Director Reports

6.1 Building and Life Safety

Mr. Stackhouse gave a brief update for July and stated that he is meeting with EMS and working on their budget.

6.2 Community Enhancement

Ms. A. Swan gave a brief update for July and highlighted the Municipal Sustainable Practices Inventory Website in their packet.

Commissioner Evans asked Ms. A. Swan if the township building could display drawings from Art in the Park. Ms. A. Swan replied that she will coordinate this.

6.3 Ingleside Golf Course

Mr. Vymazal stated that Ms. Shannon had to leave zoom; however, the pro shop roof replacement was the major item in her report.

6.4 Minquas Fire Company Ambulance

Chief Wagner gave a brief update on calls for July.

6.5 Police Chief

Chief Elias gave a brief update for July and noted a few highlights. Chief Elias stated that Corporal Polig is retiring after 25 years of service, effective October 1, 2024, they received a donation of \$100,000.00 from a former officer, 1970-1974, mothers estate. The senior program will now include residents with disabilities, shut-ins who live alone, and residents who need to be checked on daily. Pennsylvania joins 26 states in the passage of Act 18 of 2024 known as the Paul Miller Jr. law, which went into effect on June 5, 2024. This law limits the use of handheld cell phones or other communication devices while operating a motor vehicle.

6.6 Public Works

Mr. Huggins gave a brief update and noted a few highlights. Mr. Huggins stated that employees installed seven hundred feet of waterline at Municipal Park.

Commissioner Mullin asked the status of the drain system located by Brian Hoskins Ford. Mr. Huggins replied that PECO covered their gas line, and the public works department is investigating who is responsible for maintaining the drain system. Commissioner Young stated that Brian Hoskins Ford is responsible. They asked the Board to take it over approximately 10 years ago and the Board at the time said “no”.

Commissioner Mullin thanked Mr. Huggins for repairing and cleaning the township sign at route 340 and G.O. Carlson Boulevard.

6.7 Thorndale Volunteer Fire Company

Chief Taylor gave a brief update for July and noted a few highlights. Chief Taylor stated that there was a Fire Police Officer killed in York County in July by a distracted drive and a week later another officer was struck .

7. Additional Business – There was none.

8. Public Comment –

Dawn Coughlan of 4019 Edges Mill Road has concern about an approved variance that allowed All Fill Inc. to build into a riparian buffer on Beaver Creek. Ms. Coughlan also stated that the Historic Commission recommended that they do not use deep dynamic soil compaction, they use a stone facade, and plant an evergreen buffer along the road so their lighting would not impact their neighbors. Mr. Stackhouse replied that All Fill agreed to the stone façade, to use a different soil compaction, and to plant an evergreen buffer along the road. Mr. Stackhouse stated that they have to go to the Planning Commission and then to the Board.

Commissioner Evans stated that Ms. Callahan of 931 Bondsville Road had a meeting with representatives from the National Register and was informed that her house and the Milling District are under consideration to be put on the National Register.

9. Adjournment

Commissioner Mullin entertained a motion to adjourn the August 29, 2024, board meeting at 9:15 PM. Moved by Commissioner Evans and seconded by Commissioner Tindaro. The vote passed 5-0.

Respectfully submitted,

Denise Miller,
Assist. Twp. Secretary