

Caln Township Chester County, Pennsylvania
Board of Commissioners September 26, 2024
7:30 PM Hybrid Business Meeting Minutes

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

Staff Members Present: Don Vymazal-Township Manager and Secretary, Denise Miller-Assistant Township Secretary and Administrative Assistant, Abbey Swan-Director of Community Enhancement, Nicole Shannon Manager/Superintendent-Ingleside Golf Course, Ray Stackhouse-Director of Building and Life Safety, and Police Chief Elias.

Professionals Present: Tom Oeste-Solicitor, Chief Taylor-Thorndale Volunteer Fire Company.

Special Guest: N/A

The Board of Commissioners' (BOC) September 26, 2024, agenda was posted on the Township website, at the Township building on September 25, 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.

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

Citizens to be Heard – There were none.

Presentation – Police Corporal Timothy Pohlig Certificate of Honorable Discharge – Chief Elias presented Corporal Timothy Pohlig with a Certificate of Award for 25 years of service and a Certificate for Honorable Discharge on October 1, 2024.

1. Township Solicitor

1.1 Hearing: Vehicles and Traffic Section 149.28 – Mr. Oeste opened the hearing on the proposed ordinance, which would amend Chapter 149 of the Caln Code designating a handicapped parking spot at 1519 Walnut Street. Mr. Oeste stated exhibits for publication of the hearing notice in the Daily Local Newspaper and an email demonstrating that their office sent a copy of the proposed ordinance to the Chester County Law Library and the Daily Local Newspaper. Mr. Oeste open the floor for public comment.

1.2 Ordinance 2024-05 Vehicles and Traffic Section 149-28 – **Commissioner Mullin entertained a motion to approve 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 Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.**

2. Resolutions

2.1 Resolution 2024-20 2025 Non-Uniform Pension Plan – For Board consideration, Mr. Vymazal offered Resolution 2024-20 for the Non-Uniform Pension Plan in the amount of \$320,328.86. Mr. Vymazal stated that pension is based on hiring new staff and salary increases. The estimated combined state assistance for both pensions is approximately \$425,000.00.

Commissioner Mullin entertained a motion to approve Resolution 2024-20 acknowledging the receipt of the 2025 Minimum Municipal Obligation worksheet for inclusion of said obligation for the Non-Uniform Pension Plan in the 2025 calendar year budget. Moved by Commissioner Tindaro and seconded by Commissioner Kennedy. The vote passed 3-0.

2.2 Resolution 2024-21 2025 Police Pension Plan – For Board consideration, Mr. Vymazal offered Resolution 2024-21 for the Police Pension Plan in the amount of \$383,292.00. The 2024 pension was \$336,206.00.

Commissioner Mullin entertained a motion to approve Resolution 2024-21 acknowledging the receipt of the 2025 Minimum Municipal Obligation worksheet for inclusion of said obligation for the Police Pension Plan in the 2025 calendar year budget. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.

3. Township Manager

3.1 Police Pension Plan Directory Revision – Police Pension Board. Chief Elias stated that a member of the police bargaining unit should be on the Police Pension Board.

Commissioner Mullin entertained a motion to add Patrol Sergeant Whisler to the Police Pension Board. Moved by Commissioner Tindaro and seconded by Commissioner Kennedy. The vote passed 3-0.

3.2 Biennial Renewal Safe Schools MOU – For Board consideration, Mr. Vymazal offered a Biennial Safe Schools Memorandum of Understanding (MOU) between Caln Township Police Department and the Chester County Intermediate Unit (CCIU). Chief Elias stated that this MOU is a template from the State Department of Education and for the purpose of the school’s annual reporting of data that occurs throughout the year.

Commissioner Mullin inquired about the other three location names on the MOU. Chief Elias replied that they are part of the CCIU.

Commissioner Mullin stated that there is a typographical error on page 4. Chief Elias stated that he has Solicitor Camp’s clean copy of the agreement and that is the one he will sign and send to the school.

Commissioner Mullin entertained a motion to renew the Safe Schools Memorandum of Understanding between Caln Township Police Department and the Chester County Intermediate Unit. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.

3.3 Police Security General Service Agreement – Mr. Vymazal recommended to table approval until the Coatesville School District has completed reviewing the agreement. Chief Elias stated that this agreement is for police service for events throughout the school year.

Commissioner Mullin entertained a motion to table the approval of the Police Security General Service Agreement until the Coatesville Area School has reviewed it. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.

3.4 PennDOT Multimodal Grant – For Board consideration, Mr. Vymazal requested approval to coordinate with the Township Engineer on this grant. This grant is to support an ongoing stormwater improvement culvert project at Beaver Run Road and G.O. Carlson Boulevard.

Commissioner Kennedy asked the amount of the grant. Mr. Vymazal replied that the total maximum award is \$3 million.

Board consensus was to authorize Mr. Vymazal to proceed with the PennDOT Multimodal Grant and work with the Township Engineer.

3.5 DCED Local Share Account Grant – Mr. Vymazal stated that this grant is funded by state gaming revenue. Mr. Vymazal also stated that staff would like to submit an application for the purchase of an additional police vehicle.

4.0 Board Minutes to Approve

4.1 September 12, 2024 - **Commissioner Mullin entertained a motion to approve the September 12, 2024, Board minutes. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.**

5.0 Planning Commission Minutes to Acknowledge

5.1 June 18, 2024 – **Commissioner Mullin entertained a motion to acknowledge Board receipt of the approved planning commission minutes. Moved by Commissioner Tindaro and seconded by Commissioner Kennedy. The vote passed 3-0.**

6.0 Finance Department

6.1 Finance Report – Mr. Vymazal stated that the August financials are in the Board packets, and asked for Board questions. There were none.

6.2 Check Approval – **Commissioner Mullin entertained a motion to approve checks 52726 to 52817 and manual check 307. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.**

7.0 Monthly Director Reports

7.1 Building and Life Safety – Mr. Stackhouse offered his August report and asked for Board questions.

Commissioner Tindaro asked when The Village Bowl restaurant is opening. Mr. Stackhouse replied that he has not heard from them since they resolved their inspection issues. Commissioner Tindaro asked if there has been any interest in the Rite Aid that closed on Lincoln Highway. Mr. Stackhouse replied that he has received no other information except phone calls of interest from investors.

Commissioner Mullin asked about KIA Dealership vehicles parked on Handcrafters' parking lot. Mr. Stackhouse replied that they are parking there without a permit or approval. There are also vehicles parked on the grass, which is a violation of the Township ordinance.

7.2 Community Enhancement – Ms. Swan offered her August report and asked for Board questions. There were none.

7.3 Ingleside Golf Course – Ms. Shannon offered her August report and stated that there were 2,700 rounds of Golf and \$83,000.00 in revenue. Ms. Shannon also stated that she continues to look for a clubhouse manager. Ms. Shannon asked for Board questions.

Commissioner Tindaro asked if Ms. Shannon is still hiring a golf pro. Ms. Shannon replied that she is looking for someone with a business background or both backgrounds.

Commissioner Kennedy asked if Ms. Shannon looked into a hiring agency. Ms. Shannon replied that she has not; however, she will.

7.4 Minquas Fire Company Ambulance – Mr. Stackhouse stated that Chief Wagner is participating in an EMS round table and was unable to make tonight’s meeting. Mr. Stackhouse offered the August EMS report and asked for Board questions. There were none.

7.5 Police Chief – Chief Elias stated that the police department will have a retirement event on October 4 for Police Corporal Timothy Pohlig. Chief Elias also stated that the police will wear official pink badges or pink ribbon for breast cancer awareness for the month of October.

Commissioner Mullin asked for an update on the Chester County Intermediate Unit (CCIU). Chief Elias replied that himself, Mr. Vymazal, and Mr. Stackhouse have been meeting with the CCIU leadership and they are all committed to working through the issues they are having. Commissioner Mullin asked if students are leaving the school premises. Chief Elias replied that they are still having that issue where they are leaving the school premises.

7.6 Public Works – Mr. Vymazal stated that the road program will start paving the week of October 7. Mr. Vymazal stated that Mr. Huggins was unavailable for tonight’s meeting. He offered the public works August report and asked for Board questions. There were none.

7.7 Thorndale Volunteer Fire Company – Chief Taylor stated that their fire prevention open house will be held on October 12 from 11:00 AM to 2 PM. Chief Taylor offered his August report and asked for Board questions.

Commissioner Kennedy asked if the fire company will be visiting schools and daycares. Chief Taylor replied that they will be.

8.0 Additional Business – There was none.

9.0 Public Comment

Noel Bernard of 1508 Caln Meetinghouse Road asked if Chief Elias would hold up the pink police badge so she can see it. Chief Elias complied with this request.

10.0 Adjournment – **Commissioner Mullin entertained a motion to adjourn the September 26, 2024, minutes at 8:15 PM. Moved by Commissioner Kennedy and seconded by Commissioner Tindaro. The vote passed 3-0.**

Respectfully submitted,

Denise Miller,
Assist. Township Secretary