

Caln Township Board of Commissioners  
253 Municipal Drive Thorndale, PA 19372  
August 30, 2018 7:30 PM

Call to order and pledge of allegiance.

Commissioner Breton noted that prior to tonight's meeting, there was an Executive Session held regarding legal matters.

**Attendance** – Jennifer Breton-President, George Chambers-Vice President, John Contento-Commissioner, Joshua Young-Commissioner, Lorraine Tindaro-Commissioner, Kristen Denne-Township Manager/Secretary, Chuck Wilson-Township Treasurer, Kristin Camp-Township Solicitor, Bob Flinchbaugh-Township Engineer, and Denise Miller-Assistant Township Secretary.

**Citizens to Be Heard**

Cheryl Spaulding of 406 Lloyd Avenue – Ms. Spaulding noted she came into the Township Office and requested to view the Taco Bell plans, and was told to put in a freedom of information act request in order to get information from the Township. Ms. Camp explained that what she would have to fill out is a “Right to Know” request. She and Ms. Denne explained the Pennsylvania Right to Know law and procedure.

**Township Solicitor – Ms. Camp**

**Draft Ordinance – Property Maintenance-Registration of Vacant Buildings** – As requested by Mr. Stackhouse, Ms. Camp offered advertisement of the Property Maintenance registration of vacant buildings ordinance. After Board discussion;

**Commissioner Breton entertained a motion to authorize the advertisement of the Property Maintenance registration of vacant buildings ordinance. Moved by Commissioner Chambers, and seconded by Commissioner Tindaro. Vote passed 5-0.**

Ms. Camp offered a Conditional Use Hearing advertisement for an application received from Joseph Behrle who is the owner of a 60 acre parcel located on Blackhorse Hill Road, in which previously received conditional use approval to be developed as an adult continuing care retirement community with 99 single detached dwellings. Decision was rendered in March 2008 and amended in December 2009. Ms. Camp noted that the current applicant wishes to amend certain conditions that were imposed in that approval, and in order to do that, you have to advertise as if it was a conditional use hearing. Ms. Camp suggested September 27 at 6:30 PM. After Board discussion;

**Commissioner Breton entertained a motion to authorize advertisement of the conditional use amendment for the Hillview Development in Caln Township, for September 27 at 6:30 PM. Moved by Commissioner Chambers, and seconded by Commissioner Tindaro. Vote passed 5-0.**

**2017 Audit Presentation** – Representing Mallie, Mr. Furman gave a brief 2017 Township Audit report in which he reported they will be issuing an unmodified clean opinion on the financial statements. Mr. Furman also briefly reported on the Municipal Authority. After Board discussion;

**Commissioner Breton entertained a motion to accept the audit report. Moved by Commissioner Tindaro, and seconded by Commissioner Contento. Vote passed 5-0.**

### **Township Manager-Kristen Denne**

Ms. Denne noted that an employee from the public works department and two police officers attended traffic training, according to PennDot standards. They were able to determine that the resident request to install a stop at Loomis and G.O. Carlson was unwarranted.

Ms. Denne noted that at a previous meeting, a resident asked the depth of the pool at the Chester County Sports Arena. She noted that it is between 3-5 feet.

Township Trash Contract Advertisement – Ms. Denne offered potential advertising dates of September 5 as the first advertisement, September 12 as the second, September 20 as the mandatory pre-bid meeting, and October 5 for the bid opening. She noted after the bids are opened they will be forwarded to the Board for their approval at the October 11, 2018 meeting. After Board discussion;

**Commissioner Breton entertained a motion to advertise the township trash contract out for bid. Moved by Commissioner Chambers, and seconded by Commissioner Tindaro. Vote passed 5-0.**

Shopping Cart Ordinance – Ms. Denne noted the current ordinance has the Police Chief authorized to retrieve township shopping carts and she would like to change it to Building and Life Safety/Codes, and the Public Works Department employees. She also suggested a retrieval fee of \$100 a day per cart retrieved. After Board discussion, consensus was for Ms. Camp to investigate on how best to do an ordinance amendment imposing a shopping cart retrieval fee.

### **Township Engineer-Mr. Kulakowsky**

Planning Commission Update – Mr. Kulakowsky noted the current projects within the Planning Commission.

### **Ordinances and Resolutions for Consideration**

Ordinance 2018-08 of a massage business in the Township Requiring Massage Businesses to obtain a massage business license and to establish conditions and regulations for the operation – Ms. Camp noted this ordinance was advertised in the Daily Local News on August 22, and sent to the Law Library and the Daily Local News for public inspection. After Board discussion;

**Commissioner Breton entertained a motion to adopt Ordinance 2018-08 to require massage businesses to obtain a massage business license and to establish conditions and regulations for the operation of a massage business in the Township. Moved by Commissioner Chambers, and seconded by Commissioner Young. Commissioner Contento noted his objection. Vote passed 4-1.** Ms. Camp noted she will coordinate with Mr. Stackhouse in sending a letter to existing businesses to notify them of this ordinance.

Resolution 2018-36 Municipal Records Manual Disposition of Township Records – **Commissioner Breton entertained a motion to approve Resolution 2018-36 Municipal Records Manual Disposition of Township Records. Moved by Contento, and seconded by Commissioner Tindaro. Vote passed 5-0.**

Resolution 2018-37 Municipal Records Manual Disposition of Township Records – **Commissioner Breton entertained a motion to approve Resolution 2018-37 Municipal Records Manual Disposition of Township Records. Moved by Commissioner Chambers, and seconded by Commissioner Tindaro. Vote passed 5-0.**

Resolution 2018-38 Amendment to the Township Fee Schedule – **Commissioner Breton entertained a motion to approve Resolution 2018-38 to amend the Township Fee Schedule. Moved by Commissioner Tindaro, and seconded by Commissioner Chambers. Vote passed 5-0.**

### **Directors Reports**

Police Department-Chief Elias – Chief Elias noted a few highlights from his July report, which was previously provided to the Board.

Thorndale Fire Department-Chief Cordisco – Chief Cordisco noted a few highlights from his July report, which was previously provided to the Board.

Director of Buildings and Life Safety-Mr. Stackhouse – Mr. Stackhouse was absent, however his July report was previously provided to the Board.

Director of Public Works-Mr. Fragale – Mr. Fragale was absent, however his July report was previously provided to the Board.

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

### **Finance Department Report-Mr. Wilson**

Finance Monthly Report – Mr. Wilson noted a few highlights from his July report, which was previously provided to the Board.

2017 Audit Presentation – Approved after the Solicitor's report was given.

Bill List for Approval – Checks 42115-42200

**Commissioner Breton entertained a motion to approve general checks 42115 to 42200. Moved by Commissioner Chambers and seconded by Commissioner Tindaro. Vote passed 5-0.**

**June 19, 2018 Planning Commission Minutes – Commissioner Breton entertained a motion to accept the June 19, 2018 Planning Commission Minutes. Moved by Commissioner Tindaro and seconded by Commissioner Chambers. Vote passed 5-0.**

**August 9, 2018 Minutes for Approval – Commissioner Breton entertained a motion to approve the August 9, 2018 minutes. Moved by Commissioner Contento and seconded by Commissioner Chambers. Vote passed 5-0.**

### **Additional Business**

Resolution 2018-39 RFP for Engineer Services – Ms. Denne noted that internally the staff has reviewed the Engineer proposals that were received by the township and looked at them both from the ability of the staff and also the cost. She offered ARRO Engineering as the Engineer for Caln Township. After Board discussion;

**Commission Breton entertained a motion to adopt Resolution 2018-39 for the Engineer Services. Moved by Commissioner Chambers, and seconded by Commissioner Tindaro. Commissioner Young would like this resolution tabled for further review, and made a motion, seconded by Mr. Chambers, to table Resolution 2018-39 for further review. Ms. Denne noted that Cedarville will turn over development files to Arro, and keep the current open projects until completion. Commissioner Breton calls for a vote on Commissioner Young's motion to table Resolution 2018-39. Vote failed 2-3. Commissioner Breton called for a vote on the original motion made by Commissioner Chambers, and seconded by Commissioner Tindaro. Vote passed 4-1.**

Commissioner Young noted that if you would like to help with Community Day to contact the Township office.

### **Public Comments**

Commissioner Breton called for public comment. There were none.

**Adjournment**

**Commissioner Breton entertained a motion to adjourn the August 30, 2018 meeting at 8:45 PM. Moved by Commissioner Young and seconded by Commissioner Chambers. Vote passed 5-0.**

Respectfully Submitted by,

Denise Miller  
Assistant Township Secretary