

Caln Township  
253 Municipal Drive  
Thorndale, PA 19372  
Board Minutes  
December 18, 2014 7:35 PM

**Call to order and pledge of allegiance.**

**Attendance** – John Contento; President, Cynthia Eshleman; Vice Chairman, Jim Kruse; Commissioner, Lorraine Tindaro; Commissioner, Joshua Young; Commissioner, Greg Prowant; Township Manager, Tony Scheivert; Assistant Township Manager, Karen Wertz; Finance Director, Jeffrey W. McClintock, PE, CFM; Township Engineer, and Denise Miller Recording Secretary.

**Executive Session**

Commissioner Contento announced that prior to tonight's meeting, an Executive Session was held to discuss legal and personnel matters.

**Special Presentations–Police Chief Joseph Elias**

Chief Elias welcomed Lieutenant Nash back from medical leave. Lieutenant Nash thanked everyone for their support. Chief Elias publically presented officers with awards.

- Caln Township Police Officer of the year – Sergeant Christine Cusick
- Medal of Valor – Officer David Wardle
- Distinguished Service Medal – Officer Culbertson (absent)
- Merit Award – Sergeant Christine Cusick, Sergeant Christopher Sambuco, Sergeant Steven Parkinson, and Officer Jon Regan (absent)
- Life Saving Award – Officer Nathan Miller
- Letter of Commendation – Officer Laura Ashe
- Letter of Commendation – Administrative Assistant Lori Daniels

Chief Elias presented Resident John Robinson with the Outstanding Citizenship Award. Chief Elias also thanked Mr. Scheivert for his years of service to the township.

**Citizens to be heard**

N/A

**Ordinances and Resolutions for Consideration**

**Ordinance 2014–06 – 2015 Final Municipal Budget** – Mr. Prowant presented the 2015 Final Municipal Budget for Board consideration. Commissioner Contento entertained a motion to adopt Ordinance 2014-06 for the 2015 Final Municipal Budget. This ordinance was moved by Commissioner Kruse and seconded by Commissioner Tindaro. Vote passed 5-0.

**Resolution 2014-16 – Fee Schedule** – Mr. Prowant presented Resolution 2014-16 for Board consideration. He noted that there are no proposed changes in fees for 2015. Commissioner Contento entertained a motion to adopt Resolution 2014-16 for the 2015 Caln Township Fee Schedule. This motion was moved by Commissioner Kruse and seconded by Commissioner Tindaro. Vote passed 5-0.

**Resolution 2014-17 – Professional Fees** – Mr. Prowant presented Resolution 2014-17 for Board consideration. With all questions answered, Commissioner Contento entertained a motion to adopt Resolution 2014-17 for Professional

Fees for services to the Township. This motion was moved by Commissioner Young and seconded by Commissioner Kruse. Vote passed 5-0.

### **Public Safety – Fire Chief Cordisco and Police Chief Elias**

Police Chief Elias – Chief Elias was excused after the Police Awards Ceremony.

Fire Chief Cordisco – Chief Cordisco presented his November 2014 report. Chief Cordisco invited the Board to the fire truck pre-construction meeting on January 16, 2015.

### **Finance Department – Ms. Wertz**

Monthly Report – Ms. Wertz presented the November finance report to the Board and noted that the year to date revenue for November 30 is \$5.6 million, and continues to be 85% of the budget. Ms. Wertz also noted that \$25,000.00 was received for the Saint Martha Manor transfer. Commissioner Young directed Ms. Wertz to make sure Saint Martha Manor gets added back to the tax rolls and find out what their assessment is.

Bill List for checks #35107 to #35196 – Commissioner Contento entertained a motion to approve check #35107 through check #35196 totaling \$502,626.68, inflated \$267,172.15 from the payment of trash carts, and bond check 1024. This motion was moved by Commissioner Kruse and seconded by Commissioner Eshleman. Vote passed 5-0.

Mr. Prowant asked for a motion to authorize the first installment of \$218,292.00 for the new fire truck. Commissioner Contento entertained a motion to authorize \$218,292.00 for the first installment of the fire truck. This motion was moved by Commissioner Kruse and seconded by Commissioner Young. Vote passed 5-0.

### **Land Development – Mr. McClintock PE, CFM-Township Engineer**

Kings Grant Status – Mrs. Camp noted that the Judge has over ruled the developer's preliminary objections, and the developer must file an answer by December 29, 2014. Mrs. Camp also noted that Mr. Prowant, Mr. McClintock, and her had a meeting with the bank, second defendant, who is working on a settlement with the township.

Creek Road Business Park Revised Final LD 2014 CU Decision and Order – This project consists of the construction of an 85,000 +/- square foot office building, four hundred and sixty-four parking spaces, stormwater management facilities, landscaping and lighting. Mr. McClintock presented the Board with the draft conditional use and decision and order, as well as a draft motion of approval.

Mrs. Camp noted that the Board held a hearing on October 23 and October 30. At the close of that hearing all the evidence was introduced. Mrs. Camp prepared a draft decision that would approve the conditional use Section 155-29.C.7 of the Caln Township Zoning Ordinance, subject to ten conditions. Commissioner Contento entertained a motion to approve the conditional use application of Softmart Inc. This motion was moved by Commissioner Young and seconded by Commissioner Eshleman. Vote passed 5-0.

Mr. Prowant noted that this is a fourth LERTA project, and the first one in the industrial district.

Mr. McClintock offered, for Board consideration, the revised final land development plan approval for the same project. This is a revised land development plan for Softmart Inc. in care of J. Loew & Associates Inc., known as the Creek Road Business Park Revised Final Land Development 2014 project. The project involves tax parcels 39-2-50.1 and 39-2-62. There are seventeen conditions with the fifth condition being slightly altered to be consistent with what Mrs. Camp read for condition five as part of the conditional use order. Commissioner Contento entertained a motion to approve the Creek Road Business Park Revised Final Land Development 2014 Project. This motion was moved by Commissioner Tindaro and seconded by Commissioner Young. Vote passed 5-0.

Caln-Horseshoe LP Zoning Text Amendment 2014 Discussion – Mr. McClintock noted that the application is proposing a zoning text amendment that would change two items: 1) add convenience store or mini market as a conditional use in the Route 30 bypass interchange overlay district as a district in which convenience stores or mini markets are permitted by conditional use under Section 155-69.A of the ordinance, and 2) eliminate the gross floor area matrix for determining the number of fuel pumps and fueling positions that the convenience or mini market may have. This amendment received a positive recommendation from the Township’s Planning Commission.

Mr. Colagreco of Riley Riper Hollin Colagreco, representing equitable owner Caln-Horseshoe L.P, Greg Richardson of Traffic Planning and Design, and Carl Freedman, of FC Development Group, presented the Board with their project for a Royal Farms Convenience Store on the property located at the intersection of Rock Raymond Road and Horseshoe Pike (parcels 39-2-26, 39-2-27, and 39-2-28). Their proposal includes eight pumps/16 fueling positions.

Discussion ensued regarding the project and some of the other possibilities for the overall tract, even though the Applicant is only interested in pursuing the zoning text amendment as indicated prior. Several Board members are concerned with the number of pumps and traffic going in and out of the store location.

Mr. McClintock noted that if the Board is interested in processing this request with the Chester County Planning Commission, a motion is needed to authorize the Solicitor to send the proposed ordinance to the Chester County Planning Commission for their review and comments. Commissioner Contento entertained a motion to authorize staff to forward the proposed text amendment change, regarding the Route 30 bypass overlay district, to add convenience store or mini market as a conditional use and to eliminate the gross floor area matrix for determining the number of fuel pumps and fueling stations that the convenience store or mini market may have. This motion was moved by Commissioner Kruse and seconded by Commissioner Young. Vote passed 5-0.

Report Chart – N/A

**Engineering Items – Mr. McClintock PE, CFM-Township Engineer**

Bondsville/Lincoln Intersection Signal Improvements –Mr. McClintock noted that the removal of the split phase timing has been completed, and according to PennDOT traffic delays at the intersection will be reduced by the following percentages: AM Peak 59%, Midday Peak 24%, and PM Peak 64%.

Fisherville Road Bridge at Caln Meetinghouse Inspection Report/Estimated Cost – Mr. McClintock noted he received a price from Cedarville of \$28,413.00 to design the bridge and secure the necessary PADEP permit. In reviewing the recently completed bridge inspection report, the estimated cost for the maintenance items outlined in the report is \$16,991.00. The Board discussed whether to build or repair the bridge. Commissioner Contento proposed to spend \$17,000.00 (Liquid Fuel money) and repair the bridge and then evaluate whether to spend the \$28,413.00 up front to get the engineering done. After discussion, the Board gave consensus direction to proceed with getting the repairs completed with the understanding that the bridge will need to be replaced in the future, possibly with a developer of the hospital property.

Bondsville Road Pedestrian Bridge Status/Proposal for Wetlands and Survey – In conjunction with the Fisherville Road Bridge at Caln Meetinghouse Bridge discussion, the Board agreed to further table the ped bridge wetlands delineation proposal until further information is prepared for their review. Commissioner Young asked for a summary analysis about budget, timing, and cost of the design and permitting and present it to the Board.

Barley Sheaf Road Swale/Discussion of Consent to enter Requirements – Mr. McClintock noted that this project is a maintenance project for the drainage swale running along a portion of Barley Sheaf Road. For this project, eight consent to enter agreements need to be acquired, with one consent being received as of today. This work will be performed by the Township crews once the necessary agreements are in place.

Columbia Gas Lease Agreement – Mr. McClintock noted that he is working with Mrs. Camp on a draft lease agreement for the Township property at the intersection of North Bailey and Kings Highway. This draft agreement will allow Columbia Gas to occupy this property for use in their East Side Expansion Project.

Computer Network Maintenance -- Mr. McClintock noted that the current computer network consultant, Kipper Consulting, has informed the Township of his business closing and as such, will no longer be providing services to the Township as of December 23, 2014. After briefly discussing this item, Mr. McClintock recommended Help-Now, an Exton-based Information Technology Outsourcing Solution, as a temporary solution given Kipper Consulting no longer providing services. Commissioner Kruse moved, Commissioner Eshleman seconded engaging Help-Now as the temporary computer consultant given Kipper's departure. The motion passed 5-0.

As part of the computer discussion, consensus direction was given to the Manager to have Chuck Kramer come in and get the process moving in evaluating our system, as Mr. Kramer has offered free computer evaluation services. Commissioner Eshleman indicated that he will need to be finger printed and approved prior to working on our network. Commissioner Contento asked for an IT liaison. Commissioner Eshleman stated that she will volunteer on a short term basis.

### **Community Services Department – Mr. Scheivert**

Departmental Update – Mr. Scheivert presented his departmental report to the Board.

Sale of Vehicles – Mr. Scheivert noted this will proceed in the beginning of January.

Sale of Golf Carts – Mr. Scheivert noted a four year lease from Gold Cart Specialists for \$25,000.00 at 5.04%, with the township trade in carts. Mr. Scheivert also noted a single offer to buy all forty-three carts for \$1,000.00. More information to follow in January.

Gas Bids – Mr. Scheivert recommended the award of the Gas/Diesel bid go to Mack Services for 87 Octane 2.158, 89 Octane 2.338, 90 Octane 2.498, Low sulfur diesel 2.565, and Off road diesel 2.31. Commissioner Contento entertained a motion to accept the bid from Mack Services for fuel for 2015. This motion was moved by Commissioner Young and seconded by Commissioner Eshleman. Vote passed 5-0.

Mr. Scheivert noted that all the HVAC warranties are expired so he sent out RFP's for quotes and received two bids back. Mr. Scheivert recommends Battavio at \$78.00 per regular time, \$120.00 over time, and includes a service plan for twice a year inspection for belts and filters and priority scheduling in emergencies. Commissioner Contento entertained a motion to accept a bid from Battavio Plumbing, Heating, and Cooling to service the township HVAC systems for 2015. This motion was moved by Commissioner Kruse and seconded by Commissioner Young. Commissioner Eshleman abstained. Vote passed 4-0 with the noted abstention from Commissioner Eshleman.

Mr. Scheivert noted Dave Hatt, Downingtown Spirit Soccer, would like to pursue permanent non-glare light fixtures at Park West. They will pay the approximately \$120,000.00 and do the maintenance of the lights. Once completed they would be the property of Caln Township. Dave Hatt would like to give a presentation at the January 8, 2015 Board meeting.

### **Township Manager – Mr. Prowant**

2015 Meeting Schedule – Mr. Prowant presented the 2015 meeting schedule for the Board's consideration for advertisement. Commissioner Contento entertained a motion to adopt the 2015 meeting schedule for publication. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0.

Mr. Prowant requested the Board's approval to appoint Mary Kemble Slade to the title of Township Secretary and Right to Know Officer for non-uniform matters. Commissioner Contento entertained a motion to appoint Mary

Kemble Slade as Township Secretary and Right to Know Officer for non-uniform matters. This motion was moved by Commissioner Kruse and seconded by Commissioner Eshleman. Bob Reymos had questions on the motion. Vote passed 5-0.

Mr. Prowant noted that Jason Ostrum is working temporary part time in the code department with Andy Ruczek. Mr. Ostrum is also interested in a full time position.

Mr. Prowant asked if the Board had any nominees for the Zoning Hearing Board, three year term. Commissioner Young moved to appoint Jason Reed to the Zoning Hearing Board, three year term. Commissioner Kruse seconded this motion. Vote passed 5-0.

**November 20, 2014 minutes** – Commissioner Contento entertained a motion to accept the Commissioners November 20, 2014 minutes, as submitted. This motion was moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 5-0.

**Boards and Commissions Updates–Summary by applicable Board Liaison:**

Park and Recreation – Commissioner Young noted the winner of the Christmas House decorating contest lives on Honeymead Road and received a \$100.00 gift card to Thorndale Inn. Commissioner Young also noted that Park and Recreation purchased an inflatable movie screen, he also asked for volunteers.

Green Task Force – Commissioner Young noted they will meet in January and decide how to proceed.

COG – Commissioner Young noted that they did not have a meeting and will not meet again until January 2015.

Municipal Authority – Commissioner Kruse noted that they purchased a camera for running through sewer lines, and talked about the DARA situation.

Fire Board – Commissioner Contento noted that they discussed additional standard operating procedures, and their 2015 budget.

Planning Commission – Commissioner Contento noted nothing to report. Mr. McClintock noted that the Planning Commission meetings have been changed to the third Tuesday of the month, starting in January 2015.

Historical Commission – Commissioner Tindaro noted on December 2 they had a performance at the Old Caln Meeting House, and a Bazaar at the Methodist Church that raised \$208.00.

Zoning Hearing Board – Commissioner Contento noted nothing to report. Mr. McClintock noted a hearing on January 15, as opposed to the 1st Thursday because the 1st Thursday of January is the 1<sup>st</sup> of the year. Commissioner Young requested a thank you note sent to Mr. Hinkle, for his long time service.

**Additional Business**

Commissioner Young thanked the staff for their hard work over the year. Commissioner Young also thanked the public.

Commissioner Contento noted their Execution Session will continue after adjournment of this meeting.

**Public Comments**

Noel Bernard thanked Mr. Scheivert for his service throughout the years. Mrs. Bernard also commented on enacting a minimal tax increase, working with the community to prevent, detect, and deter crime, and stated that the police station is understaffed.

Bob Reymos of 526 Dogwood Lane thanked Mr. Scheivert for his service throughout the years, and wished the Board and Community Happy Holidays.

**Adjournment:** Commissioner Contento entertained a motion to adjourn the December 18, 2014 Board meeting. This motion was moved by Commission Young and seconded by Commissioner Kruse. Vote passed 5-0.

Respectfully Submitted by,

Denise Miller  
Recording Secretary