

Caln Township Board of Commissioners  
253 Municipal Drive  
Thorndale, PA 19372  
July 30, 2015 7:40 PM

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

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

Absent was: Commissioner Jim Kruse

**Executive Session**

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

**Citizens to be Heard**

**Transportation Management Association of Chester County (TMACC)** – John Meisel explained that they receive most of their money to support "The Link" bus service, running from 5:30 AM-10:30 PM, through a county grant and the rest of the money comes from the Chester County Commissioners with the balance of approximately \$70,000 coming from the City of Coatesville, however Coatesville has not put money in their budget for 2015. Mr. Meisel explained the bus service, the route it takes, and the cuts they had to make because of the lack of funds. Mr. Meisel asked the Board for their "fair share". Commissioner Young had concern with Caln's "fair share". Mr. Meisel explained there will be a meeting with Senator Lewis, at his office, on August 14 at 1:00 PM to discuss municipalities "fair share" and "contributions". After Board discussion, the Board thanked Mr. Meisel for his presentation.

**Joe Fenstermacher** – Mr. Fenstermacher, Director of Facilities, of St. Martha's Manor requested a waiver from land development for a 120 SF storage building that will be used for storage, and placed on asphalt. Commissioner Contento entertained a motion to accept a waiver for land development for a 10x12 wooden storage building for St. Martha's Manor to be placed on asphalt, subject to approval by the Code and Engineering departments. Moved by Commissioner Eshleman and seconded by Commissioner Tindaro. Vote passed 4-0.

**Ordinances and Resolutions for Consideration**

N/A

**Solicitor-Kristin Camp**

**Spirit Soccer Agreement** – Mrs. Camp offered a Spirit Soccer License Agreement, for the use of Caln Park West, between the Township and Spirit Soccer, for Board consideration. Commissioner Contento entertained a motion approving the Park West License Agreement with Spirit Soccer, as presented. Moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 4-0.

**Verizon Lease Agreement** – Mrs. Camp noted the Board and Staff have reviewed the lease agreement, however the Verizon Attorney has not. Therefore once that is completed, Mrs. Camp noted she will present it to the Board for their consideration.

**Chesco Grant Project Agreement** – Mrs. Camp described a Chester County grant of \$290,000 for sewer improvements of 54 single family homes in the Blackhorse Hill area, for Board consideration. After Commissioner Contento gave a brief description of the project he entertained a motion to accept the Chesco grant in the amount of \$290,000 to be used exclusively for sewer installation in the Blackhorse Hill area. Moved by Commissioner Tindaro and seconded by Commissioner Young. Peter Callahan had a question on the motion. Vote passed 4-0.

Appointment of Labor Attorney – Mrs. Camp offered an engagement letter appointing Ballard Spahr LLP as Township Labor and Employment Counsel. Commissioner Contento entertained a motion approving the engagement letter with Ballard Spahr LLP for legal services. Moved by Commissioner Young and seconded by Commissioner Tindaro. Peter Callahan had questions on the motion. Vote passed 4-0.

### **Public Safety**

Fire Chief Cordisco – Chief Cordisco presented his July 2015 report, highlighted several items, and answered all Board questions.

- Radios have been installed and lettering started
- 5 inch supply line \$22,000.00 grant awarded
- Safer Grant \$96,000.00 awarded

Lt. Nash – Lt. Nash presented the July police report, on behalf of Chief Elias. Lt. Nash offered a 2016 police Interceptor Utility vehicle with a COSTARS price of \$28,060.00, for Board consideration. Staff was asked to provide the Board with a vehicle plan on buying/replacing police vehicles. After Board discussion, Commissioner Eshleman motioned, seconded by Commissioner Young, to approve a Ford Explorer for the police department, at a cost, without finance charges added, of \$28,060.00 over a four year lease term. Vote passed 4-0.

Emergency Management Coordinator-Ray Stackhouse – Mr. Stackhouse presented a monthly report and updated the Board on several items he is working on. Mr. Stackhouse noted Mr. Prowant, Mr. McClintock, and he met with an Electrical Consultant on the emergency generators and he should be ready to have a bid go out in September. Commissioner Eshleman noted, last year it was discovered, when the switch was made over to the voice over internet phone, that the township did not have an operational phone in the township building. She asked if the township was going to have land line phone. Mr. Stackhouse replied he previously referred to this as the pots line (plain old telephone set). He also said there is a pots line in Mr. McClintock's office and there will be one or two in the command center. Commissioner Young asked about purchasing a trailer to hold the portable generators. Mr. Stackhouse replied they received ten portable generators and Mr. McClintock found a used enclosed trailer for them costing \$1,500.00.

Mr. Stackhouse updated the Board on the event form. Commissioner Contento noted he met with Mr. Prowant and Joe Hutton of CMMD and he has volunteered to help with preparing the event form. Commissioner Eshleman noted she is concerned that changes will be made where the township staff put a lot of work into figuring man power hours etc. Mr. Prowant noted a 5K run with National Night Out, August 29 Michaels Run, and CMMD possibly not using Caln Township for their 5K run previously scheduled for October. After further Board discussion, consensus was to wait and speak with Mrs. Camp regarding legal advice on the event form.

### **Finance Report – Ms. Wertz**

Monthly report and Mid-year report– Ms. Wertz presented the June monthly and mid-year finance reports. Ms. Wertz noted the new copiers have been installed, and the payroll services has been changed to the Payroll Factory. Ms. Wertz also noted the Municipal Authority received their 2014 audit, but the township audit is a little behind. The Board expressed concern with the audit not being completed on a timely basis, and requested that the audit service be evaluated. She also noted that the 2016 budget templates will be distributed to the Board shortly. Mrs. Bernard had several questions for Ms. Wertz.

Bill list – Commissioner Contento entertained a motion to approve check numbers 36287 to 36399 and bond checks 1065 to 1073. Moved by Commissioner Young and seconded by Commissioner Eshleman. Residents Peter Callaghan, Mrs. Bernard, and George Chambers had questions on the motion. Vote passed 4-0.

## **Township Manager – Mr. Prowant**

**2016 Chester County HUD Block Grant Application** – Mr. Prowant noted in 2014 the township applied for a HUD Block Grant from Chester County. An application was submitted to install sidewalks and street lights along Lincoln Highway in the Wedgewood area. The project was not funded at that time. He also noted the County has now opened until August 10<sup>th</sup> a 2016 grant opportunity for those applications that were not funded to resubmit the township application for consideration. Grant approvals will be made in the fall and funding would be available in 2016. Board consensus was for Mr. Prowant to resubmit for the 2016 grant application with the township share being 20%, approximately \$85,000.00.

**Park West shed** – Mr. Prowant presented a drawing of the proposed shed, and asked for Board authorization to go out to bid, using Penn Bid, to construct the replacement building, and waive the Land Development fee for the building application permit. Commissioner Contento motioned, seconded by Commissioner Eshleman, to advertise for bid, via Penn Bid, for construction of the Park West replacement shed, waive the zoning fee, and waive all land development permit requirements. Vote passed 4-0.

**Crew update** – Mr. Prowant updated the Board on projects completed and current work being done by Mike Fowler and Mike Fragale's crews.

**June 11, 2015 Board Minutes** – Commissioner Contento entertained a motion to approve the June 11, 2015 Board minutes, as submitted. Moved by Commissioner Young and seconded by Commissioner Tindaro. Vote passed 4-0.

## **Additional Business**

Commissioner Young noted "First Friday" will be on Friday August 7, and Community Day on September 12.

## **Public Comments**

Resident Mrs. Bernard asked the status on the "Twining Sign". Commissioner Eshleman noted the Twining Group has agreed to do a double sided metal sign over the sign that is currently in place. She has suggested putting plastic over the current sign for approximately three weeks until the new sign is completed. Mr. Prowant noted he will speak with Dennis at Denron signs tomorrow.

**Adjournment** – Commissioner Contento entertained a motion to adjourn the July 30, 2015 Board meeting at 10:10 PM. Moved by Commissioner Young and seconded by Commissioner Eshleman. Vote passed 4-0.

Respectfully Submitted by,

Denise Miller,  
Recording Secretary