

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING
STOKES ASSEMBLY HALL 1039 WILMINGTON PIKE
October 7, 2002 7:30Pm

In attendance were Supervisors Chairman Victor J. Orlando, Robert A. Genzano and L. Charles Scipione; Township Manager Michael A. Cotter; Township Building Inspector Gerald R. DiNunzio; Township Roadmaster Mark S. Gross; and Planning Commission Chairman Don L. Verdiani. There were six guests in attendance.

I. Call to Order.

As there was a quorum present Chairman Orlando called the meeting to order and led those present in the pledge of allegiance.

Mr. Orlando announced that Item A under Old Business and Items C, D, and E under New Business on tonight's agenda have been tabled.

II. Approval of Minutes (16 September 2002 Regular Meeting).

On the motion of Mr. Scipione, seconded by Mr. Genzano, the Board of Supervisors unanimously approved the 16 September 2002 regular meeting minutes as corrected. (V:C – delete "small" in first sentence and correct spelling of "during" in third sentence; VI:B 4th paragraph change "would" to "could" in first sentence, change second sentence to read "could provide this service"; VI:C 2nd paragraph change to 3" to 4/12" .)

III. Departmental Reports.

A. Building Inspection Report – Gerald R. DiNunzio.

Mr. DiNunzio reviewed the September Building report with the Board of Supervisors. He stated that both Westtown School projects have been completed and all the homes in Phase III of Green Lane have been sold. Mr. Orlando asked if he has discussed with Mr. Capuzzi the road repairs that are necessary in Green Lane before road dedication can be made. Mr. DiNunzio responded that the contractor will complete the repairs before the final road overlay is done. Mr. DiNunzio stated that he sent a letter to the Home Owners Association that the 22MPH speed limit signs were to be removed. He has advised the Homeowners Association that installation of speed limit signs on Township roads must be approved by resolution of the Board of Supervisors.

Mrs. Eva Foster, 734 Westbourne Road, asked if the recently installed oil tank at Westtown-Thornbury Elementary School that looks like a railroad box car will be landscaped. Mr. DiNunzio said he does not recall seeing any landscaping on the plan. Mrs. Foster asked if the Township is going to require landscaping. Mr. DiNunzio said he was asked as Fire Marshall by the District to review the plan for any hazardous conditions. Mr. Cotter stated that the permit is issued by DEP not the Township. The Board of Supervisors asked Mr. Cotter to write to the School District and request landscaping of the tank.

B. Township Roadmaster – Mark S. Gross.

Mr. Gross reviewed the September Road Report with the Board of Supervisors. He stated that the Pond's Edge Road Reconstruction project has been completed with the re-hydro seeding of disturbed areas. He also stated that the Smith Mansion and the Westtown-Chester Creek plant have been re-keyed to the Township's master key system. He said the Road Department has been doing a review of the entire storm water collection systems in the Township for repairs to catch basins and end walls. Mr. Gross stated that work is being done on inlets in Avonlea which are sinking and creating pot holes in the road.

Mr. Gross stated that the pointing and painting has commenced at the Smith Mansion. He stated that Mr. Scipione and the Parks Advisory Group have reviewed the colors of paint to be used. Mr. Orlando asked if the ornamental trim will be painted white as it is now. Mr. Gross said the mustard color originally selected has been changed to avocado which compliments the window trim and will be used instead of white on the ornamental trim.

Mr. Gross advised the Board of Supervisors that under the Forestry Management plan the woods north of the Smith Mansion have been sprayed for Jet Bead and Japanese Silt grass. He said it will take a once a year application for the next two to three years to completely eradicate these invasive species. He also stated that the parking lot at Tyson Park has been extended and the soil that was removed has been used at the Basketball courts at Oakbourne Park.

Mr. Gross said he will be meeting with Roman Jastrzebski to discuss the erosion on the West side of the Oakbourne Road Bridge which needs to be addressed. He said the Tub Grinding will be done this month and the mulch spread in various areas of the parks. He also stated that a future project is to extend a storm drain at 903 Elk Lane, which is not working correctly, and divert the runoff to the Penn Wood open space.

C Planning Commission Report – Don Verdiani.

Mr. Verdiani reported on the 18 September Planning Commission Meeting. He stated that the Commission continued review of the Dalusio/Latoff Land Development Plan for a car dealership at 1568 West Chester Pike. He said the applicant will address the steep slopes at a Conditional Use Hearing. He also stated that, as the slopes are man made and will be deleted during construction, this should not be an issue. The Planning Commission will review the architecture and landscaping for the plan at their 9 October meeting.

Mr. Verdiani stated that the Commission also continued review of the revisions to the Township Zoning Ordinance which they completed at a special session on September 25th. He stated the Commission then held a joint meeting on October 2nd with the Board of Supervisors to discuss the revisions. Mr. Verdiani said the Board of Supervisors would be receiving the final revision, with language corrections, for their consideration for adoption in the near future.

Mr. Verdiani stated that the Commission will review a sketch plan for Gambone Brother's proposed Malvern School located at 2 Piedmont Road, will continue its review of Dalusio/Latoff, and will review Joyce Realty's preliminary proposed office plan at their 9 October meeting.

Mr. Genzano thanked Mr. Verdiani for meeting with the Board of Supervisors on 2 October as the meeting was very helpful to him in understanding the ordinance revisions.

IV. Public Comment-Non Agenda Items.

There was no public comment at this time.

V. Old Business:

A. Execution of the Green Lane and South Chester Road (S.R. 352) Easement Dedication Agreement with Advent Lutheran Church.

This item was tabled.

B. Execution of the Smith Mansion Brick and Stone Pointing and Painting Project Contracts with Leary Painting Co., in the amount of \$21,980. and \$34,950, respectively.

Mr. Cotter stated that the Township is in receipt of the corrected performance bonds and the contracts were ready for the Board's execution.

Mr. Genzano made a motion, seconded by Mr. Scipione to execute the Leary Painting Company's Smith Mansion Brick and Stone Pointing and Painting Contracts in the amount of \$21,980, and \$34,950, respectively. Mr. Orlando asked for public comment. There was no public comment at this time. The Board of Supervisors unanimously approved execution of the contracts with Leary Painting Company.

C. Action on the Revised Westtown-East Goshen Regional Police Department Agreement.

Mr. Cotter stated that action by the Board of Supervisors on the Agreement would also extend to taking action on the Memorandum of Understanding with Thornbury Chester County. He advised the Board of Supervisors that the typing errors on the last version of the Agreement have been corrected as requested.

Mr. Genzano said he had made changes in the Agreement to include the Memorandum of Understanding and suggested the Memorandum should be an addendum to the Agreement. Mr. Cotter agreed that action could be taken on the Agreement subject to including points 1-4 of the Memorandum in the Police Agreement.

Mr. Genzano advised those present that the Memorandum of Understanding is between East Goshen Township, Westtown Township, and Thornbury Township to extend police services to Thornbury for a minimum of two years. Mr. Scipione questioned the wording in Section B (page 8) concerning Charter Municipalities. Mr. Cotter stated that this sentence should be corrected to read "Boards of the Charter Municipalities approval at a public meeting".

Mr. Genzano asked if the financing for the new police building would be a separate contract. Mr. Cotter stated that it will be a formal lease agreement executed by both East Goshen Township and the Police Commission for the term of the debt service which East Goshen will also be responsible for.

Mr. Scipione made a motion, seconded by Mr. Genzano, to execute the Revised Westtown-East Goshen Police Agreement with the following conditions; incorporate language corrections on page 8, inclusion of points 1-4 of the Memorandum of Understanding with Thornbury Township into the Agreement, and the signing of the Memorandum of Understanding by East Goshen Township, Westtown Township, and Thornbury Township. Mr. Orlando asked for public comment. There was no public comment at this time. The Board of Supervisors unanimously approved execution of the Revised Westtown-East Goshen Police Agreement.

VI. New Business:

A. Review of the Westtown Township Emergency Operations Plan.

Mr. Verdiani stated that the Township is required by Title 35 to update its Emergency Operations Plan every two years. He said it was mentioned recently in the Daily Local News that Westtown has not updated its plan since it was implemented in 1998. Mr. Verdiani stated that the Township had updated the plan in 2001 but the County does not appear to have a record of this.

Mr. Verdiani made a power point presentation on the Emergency Operations Plan ("EOP"). He stated that the County did a multi-hazard and risk assessment for our area which includes power failures, winter weather and radiological transportation spills in the 202 corridor. Mr. Verdiani stated he would like this assessment updated as he feels the Township would be at risk more from a propane tank spill than a radiological one.

He stated that the EOP also includes a notification manual and a resources manual. Mr. Verdiani said the Township Administration Building is our emergency operations center and Westtown School will be the new backup facility. He said he hopes that the new high school will become the backup facility in the future. He also stated that under Title 35 the Board of Supervisors is responsible for the protection and safety of the Township and direction of the emergency committee. Mr. Verdiani said the Township will be renewing its municipal aid agreement this year. This is a formal agreement with neighboring Townships for exchange of resources during an emergency.

Mr. Verdiani mentioned that the number of schools in the Township greatly increases the Township's population during a school day. He said this is an issue that needs to be addressed in order to evacuate students if necessary or provide areas where they could be cared for during an emergency.

Mr. Genzano asked if there was an emergency contact list available. Mr. Verdiani advised Mr. Genzano that this is part of the EOP. Mr. Cotter stated he will provide Mr. Genzano with the current list.

B. Action on Resolution 2002-13, Adoption of the Revised Westtown Township Emergency Operations Plan.

Mr. Scipione made a motion, seconded by Mr. Genzano, to adopt Resolution 2002-13 the revised Westtown Township Emergency Operations Plan. Mr. Orlando asked for public comment. There was no public comment at this time. The Board of Supervisors unanimously adopted the revised Westtown Township Emergency Operations Plan.

C. Action on an Appointment to fill a Vacant and Unexpired Term on the Planning Commission

This item was tabled.

D. Award of the Smith Mansion Renovation Project Architectural Design Services Proposal.

This item was tabled.

E. Award of the Westtown-East Goshen Police Department Headquarters Project Architectural Design Services Proposal.

This item was tabled.

F. Award of the Audit Services Proposal to the firm of Mingis and Gutowski, for a One Year Period in the amount of \$10,500.

Mr. Orlando asked that the audit firm include, as a part of the audit services, a Township audited financial statement. He stated this would be helpful to the Township as it has more detail than the annual State Budget Report.

The Board tabled this item for further review.

G. Action on the Request of the Green Lane Village Homeowners Association to Modify the Design of Street Light Fixtures within the Green Lane Village Subdivision.

Mr. Cotter stated that the Green Lane Village Homeowners Association would like to make a change in the type of street lights that were approved under the 1988 Green Lane Subdivision Plan. He stated that the lights they have chosen are similar to the ones in West Glen and are in compliance with the Township's Lighting Ordinance. He also stated that the Homeowners Association is responsible for installation of the street lights.

Mr. Scipione made a motion, seconded by Mr. Genzano, to approve amending of the 1988 Green Lane Subdivision Plan for a change in street lights. Mr. Orlando asked for public comment. There was no public comment at this time. The Board of Supervisors unanimously approved amendment of the 1988 Green Lane Subdivision Plan.

H. Action on the Renewal of the Neff Construction Snow Plowing Agreement for a One Year period in the amount of \$95.40 per hour.

Mr. Cotter advised the Board of Supervisors that this is a 6% increase for the last year of Mr. Neff's contract. He stated that the increase is based on the Philadelphia CPI.

Mr. Scipione made a motion, seconded by Mr. Genzano, to renew Neff Construction's Snow Plow Agreement for one year in the amount of \$95.40 per hour. Mr. Orlando asked for public comment. There was no public comment at this time. The Board of Supervisors unanimously approved renewal of the Neff Construction Snow Plowing Agreement.

I. Acceptance of the Resignation of the Township Manager.

Mr. Orlando advised those present that Mr. Cotter was resigning his position as of 31 October 2002 and taking a new manger position in Solebury, Bucks County. Mr. Orlando wished Mr. Cotter much success in his new position.

Mr. Scipione said Mr. Cotter has done a great service for Westtown Township. He stated Mr. Cotter has unified and organized the Township. Mr. Scipione asked that it be made part of the record that it is with regret that he accepts Mr. Cotter's resignation.

Mr. Genzano said he also accepts Mr. Cotter's resignation, and attributes the good order of the Township to Mr. Cotter, and wishes him well.

Mr. Cotter thanked the Board of Supervisors and stated that it is with sadness that he is leaving Westtown. He said he has tremendously enjoyed working with this Board, the staff and prior supervisors.

VII. Public Comment – All Topics.

There was no public comment at this time.

VIII. Adjournment.

On the motion of Mr. Scipione, seconded by Mr. Genzano, the Board of Supervisors unanimously adjourned the meeting.

