

EASTTOWN TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING MINUTES OF MAY 06, 2019

The May 06, 2019 Regular Meeting took place in the Township meeting room at 566 Beaumont Road, Devon. Supervisors present included: Betsy Fadem, Chair; Christopher D. Polites, Vice Chair; James W. Oram, Jr.; Karl A. Romberger, Jr.; and Marc J. Heppe. Also attending were Dan Fox, Township Manager; Eugene C. Briggs, Jr., AICP, CZO, Assistant Township Manager and Director of Planning and Zoning; Scott Albee, Police Lieutenant; Don Curley, PE, AICP, Public Works Director; Kate Jones, Administrative Coordinator; and Andrew D. H. Rau, Esquire, Township Solicitor.

CALL TO ORDER

Chair Fadem called the meeting to order at 7:00 pm, which was followed by the pledge of allegiance. Mrs. Fadem announced that the Board met in Executive Session prior to the public meeting to discuss matters of litigation and personnel and will reconvene after the public meeting to further discuss personnel.

BOARD MOTIONS AND RESOLUTIONS

Consideration to Authorize Execution of a One-Year Contract with Curb My Clutter

Ms. Jones updated the Board on this item. At its meeting on March 18, 2019, the Board requested that the Township Solicitor review a draft one-year contract with Curb my Clutter (CMC). The Solicitor recommended the following two changes:

- 1) Para 2.5. Add to the end: No personal identifiable information of any Resident shall be sold by CMC.
- 2) Para 4.5. Amend the first sentence to read "... any Recyclable Materials, except customary trash hauling and recycling services provided to residents of the Township."

The first recommendation addresses a concern expressed by Supervisor Romberger at the meeting on March 18, 2019 regarding the privacy of residents. The second recommendation addresses any potential conflicts between CMC and the Township's current waste hauler. In addition to the language, staff received confirmation from its current waste hauler that there are no issues with partnering with a secondary curbside service vendor.

To begin the discussion, Mrs. Fadem asked for a motion. Mr. Polites made a motion to authorize Staff to execute a one year contract with Curb My Clutter beginning on May 07, 2019. Mr. Oram seconded the motion. Mrs. Fadem opened the floor to the Board and asked Ms. Jones if CMC approved these contract changes. She answered in the affirmative.

Mrs. Fadem opened the floor to the public. Louise Story, of 2060 Buttonwood Road, asked if residents may still drop electronic recyclables off at the event on May 11 at Wilson Farm Park and was told that

they may. Mr. Wacey asked Ms. Jones when the service would go live if approved and she responded that it could be as early as the end of the week.

Mrs. Fadem called for a vote and the motion passed unanimously.

Consideration to Advertise an Ordinance Amendment for the Creation of a Four-way Stop at South Fairfield and Sugartown Roads

Mr. Curley updated the Board on this item. At its April 15, 2019 public meeting, the Board directed Staff and the Solicitor to initiate the legal work associated with an ordinance amendment to create a four-way stop sign at South Fairfield and Sugartown Roads. If the Board proceeds with the proposed amendment it will be publicly advertised for consideration of adoption at the regularly scheduled Board of Supervisors meeting on May 20, 2019.

To begin the discussion, Mrs. Fadem asked for a motion. Mr. Heppe made a motion to authorize Staff to advertise the draft ordinance amendment for the creation of a Four-way Stop at South Fairfield and Sugartown Roads for consideration at the Board of Supervisors meeting on May 20, 2019. Mr. Polites seconded the motion. Mrs. Fadem asked Mr. Curley to clarify why this amendment is being proposed in terms of safety and Mr. Curley responded that research has proven this to be higher than usual intersection for traffic accidents and that a four-way stop will be beneficial. She then asked how residents will be notified of the change and Mr. Curley responded that the legal advertisement being considered for authorization this evening will serve as notification of potential adoption and that the Tredyffrin-Easttown School District has been contacted. Should the amendment be adopted, temporary signage will be in posted to ease drivers through the transition.

Mrs. Fadem then opened the floor to the public and Ms. Story asked if the police would continue to monitor the intersection to enforce compliance and Lieutenant Albee responded affirmatively.

Mrs. Fadem called for a vote and the motion passed unanimously.

Consideration to Authorize Execution of an Agreement for 2019 Liquid Fuels Paving

Mr. Curley updated the Board on this item. The Township issued a Request for Proposals for paving on Berkley, North Fairfield, and Spencer Roads and Maple and Walnut Avenues. The bids were opened on April 26, 2019 and reviewed by Staff and the Solicitor. Glasgow, Inc. is the low apparent bidder. The bid price is \$166,628.45 and it is below the budgeted amount. The project is ready to proceed and project timing will be controlled, in part, by PennDOT as this is being funding through liquid fuels money.

To begin the discussion, Mrs. Fadem asked for a motion. Mr. Oram made a motion to authorize Staff to execute the agreement for paving with Glasgow, Inc. to pave portions of Berkley, North Fairfield, and Spencer Roads and Maple and Walnut Avenues for \$166,628.45. Mr. Polites seconded the motion. There

were no comments from the Board or the public. Mrs. Fadem called for a vote and the motion passed unanimously.

Consideration to Authorize Execution of a Lease and Operating Agreement for Hilltop House

Mr. Curley updated the Board on this item. After several years of research and planning, a lease and draft operating agreement are ready to be considered for approval by the Board for the management of Hilltop House. The agreement itself largely consists of standard language. It is a four-year term, provides 18-month notice for renewal, and proceeds year to year after the initial term. Operating conditions and the rental payment schedule have also been outlined and memorialized. Mr. Curley added that Deborah and Jerry Diehl, the founders of the chosen vendor Perfect Setting, were in attendance to answer any potential questions.

To begin the discussion, Mrs. Fadem asked for a motion. Mr. Polites made a motion to authorize Staff to execute the Lease and Operating Agreement for Hilltop House. Mr. Romberger seconded the motion.

Mrs. Fadem opened the floor to the Board after thanking everyone who has been involved in the years-long process of determining how best to manage and utilize Hilltop House. Mr. Polites reiterated this praise and added that several boards and commissions worked together to get to this point.

Mr. Heppe noted one error in the agreement under IV.B. The porch area is incorrectly referred to as the “Church Road Side of Hilltop” and Mr. Curley stated that he would change that to read “Waterloo Road Side of Hilltop.”

Mrs. Fadem then opened the floor to the public and Mrs. Story asked the Diehls to provide a brief background of Perfect Setting. Mr. Diehl responded that they have been long established members of the Easttown Community and have already served as the caterer at many events at Hilltop House.

Mrs. Fadem called for a vote and the motion passed unanimously with the correction made by Mr. Heppe.

Consideration to Adopt Resolution 2019-16: Community Development Block Grant (CDBG) Application Submittal

Mr. Curley updated the Board on this item. Last year, the Township applied for Community Development Block Grant (CDBG) funds to pave the eligible portions of the Village of Berwyn. It did not receive the grant. Staff has determined that the best course of action is to reapply and the deadline for application submittal is in May of this year. In addition, the Department of Housing and Urban Development (HUD) requires notice to the community of the intent to construct the project for which the funds are requested. The proposed resolution authorizes the Staff to submit the application and provides the public notice required by HUD. Mr. Fox added that the pot of money associated with this grant funding is highly competitive and resubmittal is not atypical.

To begin the discussion, Mrs. Fadem asked for a motion. Mr. Heppe made a motion to adopt Resolution 2019-16 for Community Development Block Grant Application submittal. Mr. Romberger seconded the motion. There were no comments from the Board or the public. Mrs. Fadem called for a vote and the motion passed unanimously.

DEPARTMENTAL REPORTS

Administration

Mr. Fox outlined the contents of his memo, dated May 03, 2019, including a brief overview of the Parks and Recreation Board meeting on April 16, where approximately 40 residents spoke, mostly against, a trail proposal for the open space behind Spring Knoll Pump Station. The Park and Recreation Board will hold another meeting to discuss this item on Wednesday, May 22, 7 pm at Hilltop House.

There were no comments from the Board or the public.

Public Works

Mr. Curley outlined the contents of his memo, dated May 02, 2019, including an update on force main break from April 28, and the proposed purchase of a replacement truck.

Mrs. Fadem opened the floor to the Board and after asking Mr. Curley when the Board should expect to see bills for consideration of approval regarding the force main break. Mr. Curley responded that the bills would first go to the Municipal Authority before being brought to the Supervisors. Mrs. Fadem then opened the floor to the public and there were no comments.

REGULAR TOWNSHIP BUSINESS

Minutes

To begin the discussion, Mrs. Fadem asked the Board for a motion. Mr. Oram made a motion to approve the Board of Supervisors meeting minutes of April 15, 2019. Mr. Heppe seconded the motion. Mrs. Fadem opened the floor to the Board and there were no comments. Mrs. Fadem then opened the floor to the public and there were no comments. Mrs. Fadem called for a vote and the motion passed unanimously, with Mr. Polites abstaining from invoice number 51419 as it presented a conflict of interest.

Authorize Payment of Bills

To begin the discussion, Mrs. Fadem asked the Board for a motion. Mr. Oram made a motion to authorize payment of the bills totaling \$768,202.84, date ending May 06, 2019. Mr. Heppe seconded the motion. Mrs. Fadem opened the floor to the Board and it questioned the staff on miscellaneous aspects of the bills. Mr. Oram also thanked Mrs. Fadem and Staff for streamlining the bill review and approval process. Mrs. Fadem then opened the floor to the public and Mr. Wacey sought clarification regarding the quarterly payments made to the Valley Forge Sewer Authority. Mrs. Fadem called for a vote and the motion passed unanimously.

OTHER BUSINESS

Mrs. Fadem displayed a plaque given to the Township by the Berwyn Fire Company at its annual banquet recognizing the Township's financial assistance with a temporary Fire Company substation which serviced the area north of Lancaster Avenue while the Old Lancaster Road Bridge in Berwyn was closed for repairs during the summer of 2018.

Mr. Hepe provided details for the Easttown Tree Replenishment Program being sponsored by PECO and coordinated through the Darby Creek Valley Association. The meeting will take place on Wednesday, May 08 at 7 pm at a residence in Berwyn. Full details are available on the Township's website.

There were no comments from the public.

ANNOUNCEMENTS

Mrs. Fadem read the following announcements:

Easttown and Tredyffrin Townships are cohosting an electronics recycling event on Saturday, May 11, from 9 am to noon, at Wilson Farm Park. Fees are associated with certain items. Please visit www.easttown.org for more information.

The 19th Annual Berwyn Victory Run will take place on Saturday, May 18. Please visit www.easttown.org for more information.

The following public meetings will be held at the Township Building unless otherwise stated:

- Planning Commission on Tuesday, May 07, 7 pm
- Historical Commission on Wednesday, May 08, 7 pm at Easttown Library
- Zoning Hearing Board on Thursday, May 09, 7 pm
- Policy Committee on Monday, May 13, 5:30 pm
- Citizens Advisory Committee on Monday, May 13, 6:15 pm
- Municipal Authority on Tuesday, May 14, 7 pm
- Devon Center Task Force on Wednesday, May 15, 7 pm
- Library Board on Wednesday, May 15, 7 pm at Easttown Library
- Next Board of Supervisors meeting on Monday, May 20, 7 pm

PUBLIC COMMENT

Wasim Rahman, of 735 First Avenue, expressed his support for sidewalks to be installed along First Avenue in lieu of them being installed on Knox Avenue as a condition of the development of the approved 729 First Avenue subdivision application and his concern that this proposal is not going to become a reality because one property owner will not consent to the construction of sidewalks across the frontage of her

property on First Avenue. Mrs. Fadem asked Mr. Briggs to provide an update regarding this subdivision project and Mr. Briggs responded that the application was approved conditioned upon receiving consent from the affected property owners regarding the installation of sidewalks on First Avenue and that a compromise will most likely be reached where sidewalks will be constructed along the frontages of First Avenue where two homeowners have consented. For the portion that will not be constructed, the developer will provide a fee-in-lieu-of that the Township will hold in its sidewalk fund.

Margaret D'Alesandro, of 610 Clovelly Lane, inquired into the proposed development for the Devereux site at the intersection of Highland Avenue and North Fairfield Road after stating that she had heard about an informational meeting held by the developer. Mr. Briggs responded that he is familiar with the proposal but that the Township has not yet received a formal submission from the developer.

ADJOURNMENT

The meeting adjourned at 07:50 pm.

Respectfully submitted,

Kate Jones

Assistant Township Secretary