

Easttown Township

BOARD OF SUPERVISORS Regular Meeting Minutes Monday, October 05, 2020

The Regular Meeting took place via an Authorized Telecommunication Device (GoToWebinar). Supervisors present included Jim Oram (Chair), Marc Hepe (Vice Chair), Betsy Fadem, Michael Wacey and Beth D'Antonio. Also attending were Eugene Briggs (Interim Township Manager and Zoning Officer), Scott Albee (Lieutenant/Detective, Easttown Police Department), Don Curley (Director of Public Works), Bill DeFeo (Finance Director), Sharon Norris (Administrative Assistant to the Township Manager), Andrew Rau (Township Solicitor), and Rob Schnorr (Emergency Management Coordinator).

- 1. Call to Order** – Chairman Oram called the meeting to order at 7:00 PM.
 - Mr. Hepe led the assembly in the Pledge of Allegiance.
 - Mr. Oram announced that this meeting is being recorded and made brief remarks regarding the positive response of Easttown's citizens and first responders to COVID-19.
 - Mr. Oram announced that the Board of Supervisors met in executive session on September 25, 2020 to discuss legal issues and personnel issues.
- 2. Emergency Management Coordinator COVID-19 Update** – Mr. Schnorr gave an update on Township and County COVID-19 cases. He reported that the County continues to operate testing facilities and residents should check the County website for locations, information and to schedule a test. The County contacted Mr. Schnorr seeking assistance with identifying possible alternate polling locations. During this discussion, Mr. Briggs reported that Chester County Voter Services will be posting updated polling location information on their website on or about October 15, 2020. Once that information is available, that link will be posted on the Township website. Mr. Schnorr informed the Board of Supervisors that, come Election Day, informational notices will be posted at former polling locations directing residents to the new polling location to help avoid confusion. Mr. Schnorr announced that the Fire Companies have started their fund drives and asked everyone to support them. Mr. Briggs noted that Halloween information, provided by the Chester County Health Department, will be posted on the Township website a week prior to the Holiday. Mr. Oram called for public comment and Michael DeFlavia, (125 Bartholomew Road) commented on polling locations.

3. Board Motions, Presentations, and Resolutions

- A. **Library 2021 Budget Presentation** – Beginning Tuesday October 13, 2020, the Library will have a ballot drop box on site. The ballot drop box hours are Monday through Friday, 9:00 AM – 7:00 PM and Saturdays and Sundays from 10:00 AM – 2:00 PM. The Library will also serve as a polling location. Library Director, Alan Silverman, and Kathy Lewis, Library Board Director, presented an overview of the Library’s accomplishments and programming and the changes they have implemented since the start of the pandemic. They also presented the Library’s 2021 proposed budget. The Board of Supervisors thanked the Library for doing a great job in a difficult environment. Mr. Oram called for public comment and there was none.
- B. **Consideration of Vision Partnership Program Grant Contract Extension** – Mr. Briggs explained that this grant is for the Devon Visioning and Zoning Amendment project. The terms for the current contract run through December 31, 2020. Due to COVID-19-related delays and additional meetings added to the schedule, the Township has requested a six-month extension to which the County has agreed. Mr. Oram called for a motion and Mrs. Fadem made the motion that the Board of Supervisors extend this contract for an additional six months. The motion was seconded by Mrs. D’Antonio. After some discussion, Mr. Briggs was instructed to ask Chester County if it would provide additional reimbursement beyond the contracted amount and if the scope of work and cost sections of the contract needed to be amended to reflect the current and anticipated out-of-scope tasks. The agenda item was tabled until Mr. Briggs obtains the requested information which is anticipated to be in time for the October 19, 2020, Board of Supervisors meeting. Mr. Oram called for public comment. Michael DeFlavia, (125 Bartholomew Road), commented on public consensus per the contract.
- C. **Consideration to Advertise an Environmental Advisory Council (EAC) Ordinance** – Mr. Rau outlined the revisions he made to this draft ordinance relative to the Board of Supervisors’ comments from the last meeting. After some discussion, no motion was made. Mr. Rau was instructed to incorporate the proposed language heard tonight and bring this back to the Board of Supervisors at the next meeting. Mr. Oram called for public comment and there was none.

4. Departmental Reports

- A. **Interim Manager Report** – Mr. Briggs outlined the key elements of his report including: an update on the Police contract, the status of the ARLE Grant application, the timeline for the 2021 budget process and the pending zoning amendments.

The Board of Supervisors discussed the process of applying for reimbursement from the Pennsylvania Emergency Management Agency (PEMA) and the Federal Emergency Management Association (FEMA) for expenses related to COVID-19 expenses. They requested that Mr. DeFeo reach out to the Library to see if they are tracking their expenses related to COVID-19 and determine if the Township can submit the Library’s costs for reimbursement along with the Township’s.

Mr. Briggs also reported that Devereux has not officially withdrawn its plan. Mr. Oram called for public comment and there was none.

- B. **Public Works Report** – Mr. Curley outlined the key elements of his report. The Board of Supervisors and the Staff discussed some of these elements. Waste Management is finishing up their last week and the Township is still in the process of transitioning to Republic. The Board of Supervisors thanked Mr. Curley and his team for their hard work with this transition. Mr. Oram called for public comment and there was none.

5. Regular Township Business

- A. **Consideration of the September 21, 2020 Regular Meeting Minutes** – Mr. Oram asked for a motion. Mr. Heppe made a motion to approve the minutes and Mrs. D’Antonio seconded it. Mr. Oram asked if the Board had any comments or prospective edits for the minutes. There were no questions or comments. Mr. Oram called the vote. The motion passed unanimously.
- B. **Authorize the Payment of Bills: \$534,485.29; a Total Warrants (\$373,688.13) and October 02, 2020, Payroll (\$160,797.16) date ending October 05, 2020** – Mr. Oram called for a motion. Mr. Heppe made a motion to approve the bills and Mrs. D’Antonio seconded it. The Board of Supervisors discussed the bills and questioned the Staff about specific expenditures. Mr. Heppe called for public comment and there was none. Mr. Heppe called for a vote. The motion passed unanimously.

6. Other Business

The Board of Supervisors discussed the Authorities, Boards and Commissions whose members’ terms expire at the end of 2020. The Board considered the current appointment policy. The majority of the Board agreed to keep the existing policy through the end of the year and implement a revised policy in 2021. The Board also considered staggering the Easttown Citizen Advisory Committee terms. The process to reappoint Township Consultants and the Township Auditor was also discussed.

Mr. Heppe read the National Fire Prevention Week Declaration. Mrs. Fadem made a motion to declare October 04, 2020, through October 10, 2020, as National Fire Prevention Week. The motion was seconded by Mr. Wacey. Mr. Oram called for public comment and there was none. Mr. Oram called for a vote and the motion passed unanimously.

7. Announcements

Mr. Oram made the following announcements: The Township Building is open weekdays to the general public by appointment only and exclusively accomodates access by high risk members of the public between the hours of 8:00 AM and 9:00 AM.

The following virtual meetings are scheduled: Planning Commission Meeting October 06, 2020 at 7:00 PM; Zoning Hearing Board Meeting October 07, 2020 at 7:00 PM; Easttown Citizens Advisory Committee at October 12, 2020 at 6:15 PM; Municipal Authority Meeting October 13, 2020 at 7:00 PM; Historical Commission Meeting at October 14, 2020 at 7:00 PM; and Board of Supervisors Meeting on October 19, 2020 at 7:00 PM.

Please visit the Township website at www.easttown.org to find information on how to view and participate in each of these meetings. Also visit the website for up-to-date information on all Township activities. Members of the public should sign up for the Emergency Alert system, Blackboard Connect, through the website. Additionally, members of the public can receive relevant, Township-related information by providing their emails to the Township at easttown@easttown.org.

8. Public Comment

Mr. Oram called for public comment and there was none.

9. Adjournment

The meeting adjourned by unanimous consent at 9:30 PM.

Respectfully submitted,

Sharon Norris
Administrative Assistant to the Township Manager

Commented [EB1]: Cut and paste actual announcements from the BOS Agenda Packet.