

**LONDONDERRY TOWNSHIP (LDT)
BOARD OF SUPERVISORS' (BOS I) MEETING MINUTES
TUESDAY, NOVEMBER 13, 2018**

CALL TO ORDER: Supervisors Lou Simone, Richard Brown and Gene Wier were in attendance. Lou Simone opened the meeting at 7:30 PM in the Municipal Building.

PUBLIC COMMENTS: Colin McClusick, Account Executive from Centric Business Systems was recognized and presented the BOS with copies of his proposal for replacement of our aged copier. Following a study of LDT's existing copier, the number of copies printed in an average month, and the need for email, copy and scan capabilities, Mr. McClusick determined the Sharp M-2640 was the machine which most met Township needs. This model has an easy UI Mode (touch screen), multifunctional program with color options. The purchase price is \$4,600.00 with a service contract of \$67.85/month. Gene Wier asked about the "over billed quantity" price and Mr. McClusick responded \$0.019 per black and white copy and \$0.127 per color copy. The copier will be connected to the computer. The BOS asked for Alison Emmons' recommendation and she recommended purchase of the copier as opposed to a lease. The service contract will be for 63 months. Richard Brown made a **MOTION** to purchase the Sharp M-2640 for \$4,600.00 with a service contract at \$67.85 per month which will include toner (ink). Lou Simone seconded the motion and the vote was 3-0 in favor. It was further stipulated that Secretary Janice Hearne would be the point of contact and was authorized to sign the contract.

Diane Henryson, Historical Committee (HC) Chairperson, was recognized. Mrs. Henryson explained Jesse Stroh and Jessica Reys attended the October HC meeting regarding the former Daleville Store property now being renovated. As the cost of the renovations are in excess of what Jesse and Jessica can finance themselves, Mrs. Henryson asked if the BOS would have any objection to the HC establishing a Go-Fund-Me page as a fund raiser. The BOS responded that they did not have an objection.

Janet and Kevin Witman, Mindy Acres residents, were recognized. **Sheila Wetzel, Mindy Acres**, was also present. Mrs. Witman reported she and Mrs. Wetzel had both been in contact with Marvin Johnson of Eastern Shore Natural Gas (ESNG) regarding tree screening/landscaping to lessen the noise and sight of the ESNG facility. Richard Brown read the letter dated 11-07-2018 from Mark Parker of ESNG in which ESNG is finalizing site improvements. The BOS asked that Bill Beers be requested to review the plans to determine where and how many trees were called for on the approved plans. Mr. Beers should determine the location, number and type of trees to be planted to screen the Mindy Acres side of the property.

Baker Road School House: Kathy Petry distributed mortgage information she had secured from the internet regarding the School House property. It appears there were eight (8) mortgages secured in 10 years with a mortgage at \$128,000 dated 2-24-2012. Mrs. Petry said she had noticed people working on the

property recently. Currently the crawl space/basement is open to cats and other “critters”; the grass was cut (but not all of the property); and the “pump” house roof was removed and now stands open to the elements. She also noted that the house is full of furniture and other household items. Apparently the house has been empty for a year since the previous tenant passed away and nothing had been done in or around the property for a year. The BOS requested Mr. Beers look into these issues.

BOS II MEETING MINUTES – October 22, 2018: Lou Simone made a **MOTION** to approve the Minutes from October 22, 2018 as submitted. Gene Wier seconded the motion. The vote was 3-0 for approval.

TREASURER’S REPORT - October, 2018: The BOS reviewed the Treasurer’s Report as submitted and Alison Emmons explained LDT expenses were less than last year. It was pointed out that the PLGIT account had earned \$1,400 in interest last month making the transfer of funds from Malvern CDs to PLGIT a good move.

RESOLUTION #05-2018: DISPOSITION OF RECORDS AS SET FORTH IN THE MUNICIPAL RECORDS MANUAL w/Attachments: Lou Simone read aloud Resolution #05-2018 in its entirety. Richard Brown asked for clarity regarding records disposal: what was kept (1 copy of each), 1 set of every plan revision, and all signed plans. The Board praised Mrs. Emmons’ accomplishment. Lou Simone made a **MOTION** to approve Resolution #05-2018 w/attachments. Gene Wier seconded the motion and the motion was approved with a vote of 3-0 in favor.

REVIEW OF PSATS SCHEDULING WEBINAR: Alison Emmons reported she audited the webinar and found portions helpful. It was strongly suggested each municipality should review their Fee Schedule every year to determine all costs were covered. Most of the information disseminated was more basic than specific.

ARMSTRONG: Lou Simone announced the Township had received the October, 2017 through September, 2018 Franchise Fee payment on 10-25-2018 in the amount \$15,781.82. In response to a question from Richard Brown the Township receives the Verizon Franchise Fee on a quarterly basis.

PennDOT SEVERE WEATHER ADJUSTMENT PAYMENT APPROVED: The Township received notice of this payment of \$3,910.22 on 11-12-2018.

AVON GROVE LACROSSE CHECK: LDT received a donation check for \$500.00 from Avon Grove Lacrosse to assist with maintenance costs for the athletic field. A letter of appreciation will be sent to Avon Grove for their generosity.

PECO GRANT: Richard Brown, on behalf of Barbara Stewart, presented the Township with a check for \$5,000 for LDT’s parks and trees in the Open Space. In addition, this year alone, Dr. Stewart is responsible for securing grants for Open Space from SECCRA – Dockstader Grant in the amount of \$6,000 and

from the Tree Vitalize Grant for \$1,847.40. The Township is extremely appreciative of Dr. Stewart's efforts for the benefit of all of Londonderry. Thank you Barbara.

TOWNSHIP REPORTS:

- A. ZONING OFFICER / BUILDING INSPECTOR REPORT – OCTOBER, 2018:** Lou Simone read from Bill Beers' October Report as follows: Two (2) Building permits were issued with One (1) Building permit pending; One (1) Shed permit was issued; and Two (2) exempt Stormwater permits were issued. Total permit fees collected were \$803.00. Seven (7) Use and Occupancy permits were issued which included One (1) Re-sale/rental U & O permits and Six (6) Regular U&O permits. There were Seven (7) various construction inspections. Census Form C-404 and the Chester County Permit Summary were submitted. Mr. Beers continues to monitor the Eastern Shore Natural Gas (ESNG) site road dirt problems. The BOS will follow up on this with Mr. Beers as well as the Morales issue (the BOS authorized the cost of having a Constable serve a final letter to Mr. Morales) and the old Tavern (Hood Road) which is well on its way to being classified as a blighted property. Mr. Beers contacted the bank regarding 188 Baker Road regarding tall grass and the need for a Road Occupancy permit since the existing driveway is not for the 188 Baker Rd. property.
- B. ROADMASTER:** Roadmaster Darryl King provided an update regarding maintenance work on the F-550 (inspected and serviced), the red truck (serviced and inspected), the yellow truck (Full service and inspection at Burkhardts), the big loader (needs to be serviced) and the Kubota (serviced and inspected).
- C. EMERGENCY MANAGEMENT (EM):** Lou Simone and Chuck Freese will meet on Thursday, November 15th to discuss Township emergency management matters.
- D. PLANNING COMMISSION (PC):** The PC Meeting scheduled for October was cancelled. The PC and BOS will meet on Thursday, November 20th for a workshop to discuss the proposed Micolucci garage project and the Windurra project. There is a Zoning Hearing Board Hearing scheduled for the Micolucci project on Thursday, November 29th at 7:00 PM.
- E. OPEN SPACE COMMITTEE (OSC):** The OSC did not meet in October and will not meet on November.
- F. HISTORICAL COMMITTEE (HC):** The HC met in October to discuss the Street Road Artists' Space and the old Daleville Store. A field trip was planned for November 15th to the Archives in West Chester, but was cancelled due to weather. Kevin Witman will chair the HC meetings in January, February and March, 2019. There will not be a HC meeting in December.
- G. WEBSITE:** The website is up to date. There was discussion regarding the establishment of a Facebook page which Gene Wier volunteered to create. A Facebook page has been recommended as a good way to get emergency information out to LDT residents should an emergency occur..

OLD BUSINESS:

A. COCHRANVILLE FIRE CO. 2019 FIRE PROTECTION AGREEMENT:

LDT received the revised 2019 CFC Agreement in the amount of \$56,078.58 at .0004 mils. The BOS approved the Agreement and signatures were affixed.

B. WEST GROVE 2019 AMBULANCE AGREEMENT: The BOS reviewed and approved the 2019 Agreement in the amount of \$23,848.00 with quarterly payments of \$5,871.00. Lou Simone signed the document.

C. MICOLUCCI BUILDING PROJECT: There will be a Zoning Hearing Board Meeting on Thursday, November 29th at 7:00 PM.

D. EASTERN SHORE NATURAL GAS (ESNG) LANDSCAPING

SUBSTITUTION: In a letter dated 11-07-2018 Mark Parker requested a change from the proposed Douglas Firs on the approved Landscape Plan to Green Giant Arborvitae. The reason for the substitution is that Douglas Firs suffer from a common disease known as Needlecast. The BOS approved Mr. Parker's request. In addition the BOS noted the need to address the pothole created by ESNG at Rt. 926 and Greenfield Road. Darryl King provided pictures of the pothole. This issue must be addressed prior to finalization of the site improvements.

NEW BUSINESS:

A. 2019 BUDGET: The BOS and Alison Emmons reviewed the proposed 2019 Budget. Various line items were discussed, questions were posed and Mrs. Emmons responded. Darryl King had expressed various improvements for the garage area and a suitable estimate was included in the budget. Based on the financial health of the Township it was suggested the BOS could/should think about paying down the Open Space loan in early 2019.

B. ORDINANCE RE: COMMERCIAL EQUINE QUARTERS (Windurra):

Attorney Ryan Jennings and Boyd Martin were in attendance. Gene Wier was given time to read over the proposed Ordinance. Richard Brown noted this ordinance is designed for a specific use. After consulting with LDT solicitor, Stacey Fuller, he felt the ordinance is legally sound and would pass muster should it ever be challenged. David Sweet has also been involved in the drafting of this ordinance. Lou Simone made a **MOTION** to authorize Stacey Fuller to send this ordinance for Act 247 Review and to advertise a Hearing for the December 27th End-of-Year BOS II Meeting. Gene Wier seconded the motion and the vote was 3-0 in favor. The BOS and the PC will hold a workshop on November 20th to discuss this ordinance as well as the Micolucci project.

C. PennDOT – TRAFFIC SIGNAL MAINTENANCE SERVICES (Liquid

Fuels) Bidding: LDT received a letter from PennDOT alerting the township to "recent audit finding by the Department of the Auditor General concerning liquid fuels expenditures by municipalities for traffic signal maintenance services ..." "In short, these services need to be advertised and procured competitively..." However LDT's signal maintenance contract is well under

the threshold for bidding, therefore LDT only needs to secure three (3) telephone price quotations. In addition LDT currently has only one (1) blinking traffic signal with all traffic light expenditures paid by the Honeycroft HOA and does not involve liquid fuels funds.

- D. GOV. TOM WOLF LETTER DATED 10-29-2018:** Basically this letter was simply an acknowledgement of a letter sent by the BOS to Gov. Wolf expressing the Township's desire for all Earned Income Tax (EIT) withholding and remittances to continue to be administered by the Lancaster County Tax Collection Bureau.
- E. JOHN LAWRENCE LETTER RE: PA PUC PUBLIC HEARING, 11-13-2018:** Rep. Lawrence arranged a public hearing to discuss an approval request from the PA Public Utility Commission (PUC) for increased water and wastewater (sewer) rate increases. Unfortunately none of the BOS were available to attend, but Dick Brown talked with Blair Fleischman who did attend. Basically the Hearing was a rationale by Aqua America as to why they felt the rate increase was necessary.
- F. 2019 TRANSFER STATION PERMITS:** Permit applications are beginning to come into the office. Currently there have been five (5) permits issued.

ANNOUNCEMENTS / CORRESPONDENCE:

- A. PLANNING COMMISSION MEETING: November PC Meeting Cancelled. There will be a BOS/PC Workshop instead at 7:30 PM.**
- B. OPEN SPACE COMMITTEE: November OS Meeting Cancelled.**
- C. OFFICE CLOSED – THANKSGIVING: Thursday, November 22, 2018.**
- D. BOS II MEETING: November 26, 2018 Cancelled.**
- E. CCSIGA MEETING (Janice): Tuesday, November 27, 2018 at 8:30 AM – 12:00 Noon.**
- F. MICOLUCCI ZHB HEARING: Thursday, November 29, 2018 at 7:00 PM.**
- G. BOS I MEETING: Tuesday, December 11, 2018 at 7:30 PM.**

PAY BILLS: Bills were reviewed and paid in the usual manner.

ADJOURNMENT: As there was no further business before the BOS a **MOTION** was made by Louis Simone and seconded by Gene Wier to adjourn the meeting at 9:10 PM. The vote was 3-0 in favor.

Respectfully submitted,

Janice H. Hearne
Administrative Secretary