

Board of Supervisors Meeting Minutes  
Monday, March 23, 2015, 7:30 P.M.

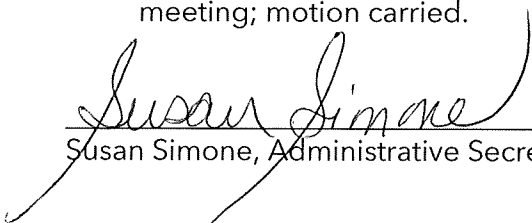
Attendance: Supervisors - Barney Leonard, Georgia F. Brutscher, Ricki Stumpo; Richard Jensen, Zoning/Code Official; Mark Knightly, Public Works Director; Rob Miller, Commissioner, Planning Commission.

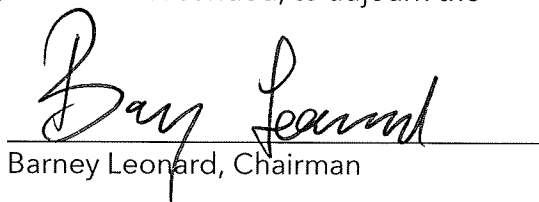
Public in attendance: 5

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Announcements:** Stumpo attended the Kennett Area Regional Planning Commission (KARPC) on March 17<sup>th</sup> and the Founders Day Committee meeting on March 19<sup>th</sup>. She announced that KARPC continues to discuss deficiencies in funding emergency services and proposals for a regional municipal health insurance program. Leonard announced that the Board met in Executive Session on March 18<sup>th</sup> to discuss legal and personnel matters. Leonard and Secretary Susan Simone attended the Chester County Association of Township Officials Convention on March 19<sup>th</sup>. Leonard announced that the new Township website will be launched this evening.
3. **Public Comment:** no public comment.
4. **16 Cannon Hill, Tax Parcel 63-4-91.6 (Morris) Drainage:** Andrea Morris, 16 Cannon Hill Drive, provided the Board with the history of standing water on her property. She prepared a three-dimensional diorama of her property and elements of the Cannon Hill and Dorries Lewis Subdivisions that were approved in the 1980s and 1990s, including but not limited to gross and detailed scale representations of contours, easement location, stream, and pond. The drainage easement across her property was installed in 1983 and carried water off the hill and the Prosko property, and to the Brandywine, until such time that lots on the Dorries Lewis Tract ("Dorries") were purchased by Hipkins who trucked in fill material that changed the terrain. Morris presented that changes to the land occurred in the following time periods: (1) in 1983 all the parcels were part of the Cannon Hill Subdivision and the recorded plan for the subdivision showed the location of the drainage easement and the water detention area; (2) in 1983 and 1999 Hipkins constructed a pond by using fill to obstruct the drainage easement; Morris noted lack of evidence that the Township and the County issued grading permits for the pond; (3) during the 2010 to 2013 time frame, the Dorries parcels were purchased by Photopoulos who was issued permits by the Township to construct a dwelling on Lot 8. The Township Engineer concluded that any drainage issues will be mitigated by the installation of a drainage pit on Lot 8. However, Morris pointed out that the drainage pit is sized to handle the impervious cover issues for the single-family dwelling located on Lot 8 - it is not sized to accommodate drainage issues in the same manner as the drainage easement on the approved plans for the Cannon Hill Subdivision. Morris is researching property deeds in an attempt to ascertain restrictions or limitations with regard to drainage easements. Based on the discussion during this meeting, the Board identified the matter as potentially more than a neighborhood dispute and believe it is prudent to submit the concern to the Township Engineer for further

review. **MOTION:** Leonard moved, Brutscher seconded, to authorize Township Engineer McCormick Taylor to review the documents regarding the drainage easement issue as discussed and to make a recommendation for mitigating the drainage issue; Stumpo recused herself from the vote as she is a resident of the Cannon Hill community; motion carried.

5. **Zoning Officer Report:** no action required.
6. **Public Works Report:** Knightly submitted a written report. Brutscher asked if Knightly would contact PennDOT with regard to the potholes on State Route 842. Secretary will contact East Penn Railroad for assistance in patching the road at the track crossing.
  - a. Resolution 2015-7 Co-Op Road Materials - **MOTION:** Leonard moved, Stumpo seconded, to approve enacting Resolution 2015-7 accepting low bids for highway materials and services and authorizing purchases in 2015; motion approved.
7. **Old Business:**
  - a. **Park Reservation Protocol** - tabled with no action at this time.
  - b. **Chester County Historic Preservation Network Appointment** - **MOTION:** Leonard moved, Brutscher seconded, to appoint Sarah Mims as the Township Participant for the April 25, 2015, Chester County Historic Preservation Network training program, and to approve the registration fee expense of \$25.00; during discussion Stumpo noted that Mims will do a wonderful job as representative but that the request should have been posted on the website; following a vote the motion carried.
8. **Planning Commission (PC) Report:** Commissioner Rob Miller attended the meeting to review with the Board the text for a proposed rental unit ordinance. The Board thanked Miller and the PC for working diligently to prepare the draft. Edits suggested by the Board included but were not limited to the following: clarification of issuance of use and occupancy permits for separate dwelling units which should also include confirmation of issuance of a separate street address in accordance with County Emergency Management requirements; inspection fees are paid by the property owner and not by the tenant. The Board recognized that the initial registration and inspection process will be daunting, but the ordinance is relevant. **MOTION:** Leonard moved, Stumpo seconded, to incorporate revisions from the discussion and to submit the draft rental unit ordinance to the Township Solicitor for review and comment before submitting to the Chester County Planning Commission; motion carried. Board also agreed to post PC vacancies on the Township website.
9. **New Business:** Jensen updated the Notification and Resource Manual for the Township Emergency Operations Plan as required by Chester County and Pennsylvania Emergency Management Agencies. **MOTION:** Leonard moved, Brutscher seconded, to enact Resolution 2015-8 Amending the Emergency Operations Plan as required by state and county agencies; motion carried.
10. **Treasurer's Warrants:** Leonard moved, Stumpo seconded, to approve the Bill Payment Lists for March 10 - 23, 2015 recommended for payment by the Treasurer; General Fund: 14 bills paid totaling \$13,671.46; 3 debit card charges totaling \$153.48; Escrow: 2 bills paid totaling \$729.35; Highway Aid: 2 bills paid totaling \$31,353.34; Parks, Recreation & Trails: 1 bill paid for \$2,928.94; motion carried.
11. **Approval of Meeting Minutes:** **MOTION:** Leonard moved, Brutscher seconded, to approve the Meeting Minutes dated March 9, 2015; motion carried.
12. **Adjournment:** At 9:00 p.m., Stumpo moved, Brutscher seconded, to adjourn the meeting; motion carried.

  
Susan Simone, Administrative Secretary

  
Barney Leonard, Chairman