



**Board of Supervisors Meeting Minutes
Monday, February 9, 2015, 7:30 P.M.**

In attendance: Supervisors - Georgia F. Brutscher, Ricki Stumpo, Barney Leonard; Township Zoning/Code Official - Richard Jensen; Township Engineer - Kevin Matson, P.E.

Absent: Mark Knightly, Public Works Director.

Public in attendance: 10

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance. Board agreed to take no action on some agenda items in order to shorten the meeting due to adverse weather conditions.
2. **Announcements:** Stumpo reported that a productive informational meeting was held on January 15th with PennDOT representatives and businesses and agencies directly affected by the Route 926 Bridge Project.
3. **Public Comment:** no general public comment.
4. **579 Locust Grove Road Building Permit Projects:** Dana Semal, landowner at 579 Locust Grove Road, appeared before the Board to discuss the issuance of a permit to construct a 3-season room. The permit was denied by the Township due to an unpermitted apartment located on the property which is listed with the tax assessment office as two dwellings. The house was built in 1977 and Semal purchased the property in 2006 with the improvements in place. To date, written and signed zoning hearing board decisions or conditional use approvals have not been found allowing the apartment. Chester County Sewage Enforcement Officials suggest that Semal submit a certificate or report from a qualified sewage consultant that the capacity of the current septic system is sufficient for the house and apartment. Jensen agreed that submitting a plan showing the improvements to date and the sewage and water locations with certifications as suggested by the County, is the first step in the Board acknowledging a use by right. Following discussion, the Board agreed with Jensen and further noted that in order to issue building or zoning permits Semal must: (1) submit to the Township sewage certifications as suggested by the County; and (2) obtain from the Township a street address for the apartment.
5. **Hallelynn Subdivision - Declaration of Covenants & Restrictions:** Jack Becker appeared before the Board requesting approval and signing of the Declaration so that a building permit can be issued for Lot #7. **MOTION:** Stumpo moved, Brutscher seconded, to approve the signing of the Declaration of Covenants & Restrictions as reviewed and recommended by the Township Solicitor and in accordance with the approved subdivision plan; motion carried.
6. **Timber Harvest Plan, Tax Parcel 63-3-78.2:** Board discussed several concerns regarding the application for a timber harvest of 178 trees as set forth on a plan received November 25, 2014, from Lapp Lumber Company on behalf of the landowner Struble. The Board acknowledged the use by right in accordance with the Pennsylvania Municipalities Planning Code and the approval by the Chester County Conservation District of the erosion and sediment control plan submitted by the Applicant. However, the Board noted potential major impact on adjacent parcels and the Township Road with regard to the safety of the traveling public during timber

operations. The Board agreed that a forest management plan should be submitted outlining the long-term goal for sustainability and that the applicant should appear during the February 23rd public meeting to address those concerns.

Public comment on this matter: Property owners Koehler and Dwyer were in attendance to express concerns regarding potential stormwater management runoff that might affect the pond and the impervious characteristics of the shared driveway. Property owner Wilson submitted an email expressing concern for protection of the road culvert. General concern was raised regarding the manner in which the residual stand of trees will be protected. **MOTION:** Stumpo moved, Leonard seconded, to table action on the matter until such time that the applicant and landowner appear before the Board to discuss the particulars for the project, and to direct the Zoning Officer to send a letter outlining the request; motion carried.

7. **Zoning Code Enforcement Report:** no action required.

8. **Public Works Report:**

a. **Denton Hollow Road Traffic Study** - Board reviewed the report prepared by Carroll Engineering Corporation, dated December 19, 2014. Knightly was not available to attend the meeting to discuss the report as Public Works Department was engaged in salting and plowing operations. Board will list the matter for the February 23rd meeting agenda.

9. **Public comment on this matter:** Sarah and Randy Mims and Peggy and Christopher Conaway expressed appreciation for the steps taken by the Board to produce the engineering study. However, speeding vehicles remain a concern. Degradation of the road will advance when traffic increases as a result of the Route 926 Bridge Project - Denton Hollow will be used as a shortcut. Residents asked that the Board take the steps necessary to prepare for increased detour traffic when the Bridge Project begins.

10. **Planning Commission (PC) Meeting Report - January 28th meeting:** Board acknowledged receipt of the PC recommendations to incorporate additional edits to the Wireless Communication Ordinance Amendment for discussion during the February 18th PC meeting.

11. **Old Business**

a. **Amended Professional Services Authorization Wawaset Park Grant:** no action taken.

b. **Scaleby Farms Escrow Release #8 - Final** - no action taken.

c. **Vision Partnership Program Grant** - no action taken.

12. **New Business:**

a. **CCHPN Historical Commission Chairs/Activities Training Program - Karen Marshall:** due to adverse weather conditions, Ms. Marshall was not in attendance.

b. **Administrative Study/Proposal** - Leonard reviewed the particulars of a proposal submitted by David L. Woglom, Associate Director, Lafayette College/Meyner Center for the Study of State and Local Government, dated January 8, 2015, for an administrative study. Leonard and Brutscher noted that the request was made to meet with a consultant to determine the effectiveness of Township operations. It is hoped that the study will identify areas of efficiency and areas for improvement. The analysis may include the recommendation to retain a township manager but such determination is not the immediate concern. **MOTION:** Brutscher moved, Leonard seconded, to accept the proposal dated January 8, 2015 for approximately 25 hours of consultant time for a total cost not exceed \$2,000.00; motion carried with Leonard and Brutscher voting for the expenditure for the study, and Stumpo voting against the expenditure for the study. Stumpo in dissenting noted that she is not in favor of a township manager form of government and the administrative study because the proposal is a cost/benefit analysis for the creation of a township manager form of government.

Public comment on the matter - residents in attendance noted in their view that current Township services do not warrant oversight by a township manager. The Township does not provide sanitation services or a police department. Leonard noted the changing demographics for Pocopson citing the complexity and shift in tasks required of Township personnel.

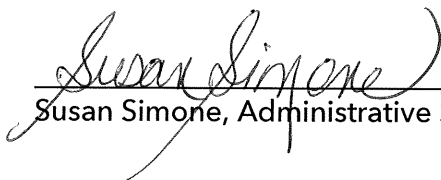
13. Resolution 2015-4 Amend Personnel Manual - Leonard reviewed the substance of the Resolution noting the amendment to the Personnel Manual will make the calculation of overtime compensation consistent with other public works departments. General comments from residents included an inquiry regarding waiting to amend the overtime policy until completion of the administrative study. **MOTION:** Leonard moved, Brutscher seconded to approve enacting Resolution 2015-4 Amending the Personnel Manual with regard to overtime pay; Leonard and Brutscher voted for; Stumpo recused herself from the vote as she is also employed by the Township; motion carried.

14. Correspondence: no action required.

15. Treasurer's Warrants: Stumpo moved, Leonard seconded, to approve the Bill Payment Lists for January 31 - February 9, 2015 recommended for payment by the Treasurer; General Fund: 15 bills paid totaling \$20,307.93; 3 debit card charges totaling \$80.12; Escrow: 2 bills paid totaling \$2,723.80; Facilities: 1 bill paid for \$37.00; Highway Aid: 4 bills paid totaling \$6,445.56; motion carried.

16. Approval of Special Meeting Minutes: Brutscher moved, Stumpo seconded, to approve the Special Meeting Minutes dated January 30, 2015; motion carried.

17. Adjournment: At 8:33 p.m., Stumpo moved, Leonard seconded, to adjourn the meeting; motion carried.



Susan Simone, Administrative Secretary



Barney Leonard, Chairman