



Board of Supervisors Meeting Minutes  
Monday, April 13, 2015, 7:30 P.M.

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

Public in attendance: 3

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Announcements:** Stumpo read aloud correspondence received from residents thanking the Public Works Department for the amazing job they did this past winter to clear the roads of ice and snow and to thank the Department for the chipping service. Stumpo also read a newspaper article that referenced confirmation that PennDOT will install a traffic signal at West Creek/Pocopson Roads and Route 52 as part of the Route 926 bridge project. Leonard thanked and acknowledged Stumpo for her efforts on the installation of signalization for the intersection. On April 7<sup>th</sup>, Stumpo met with the Kennett Area Regional Planning Commission Emergency Services Group to continue work on a consortium with the fire companies. Leonard reported that the Board and personnel have met with David Woglom from Lafayette College. On April 10<sup>th</sup> Leonard met with Township Parks, Recreation and Trails Chairman Christopher Conaway and with Sheila Fleming from the Brandywine Conservancy to discuss a trail easement for the historic Brandywine Trail on the Pocopson Township parcel.
3. **Public Comment:** no public comment.
4. **Lindvig Conditional Use Decision Extension Request: MOTION:** Stumpo moved, Brutscher seconded, to approve granting a fourth extension for the Lindvig Conditional Use Application for the property located at 45 Bragg Hill Road to April 30, 2016, subject to the conditions as described in the motion approved May 21, 2012; Leonard recused himself from the vote as he is a neighboring landowner; motion carried.
5. **Zoning Officer Report:**
  - a. Noise Concerns 520 Clarks Lane - Board reviewed correspondence regarding an on-going noise issue emanating from the use of dirt bikes, motorcycles or all-terrain vehicles. Jensen investigated the concern and found no visible evidence of usage by such vehicles in proximity to the Clarks Lane property. With the proliferation of all-terrain vehicles, the sound could be coming from outside the area. No further action was directed to be taken.
6. **Public Works Report:** Knightly submitted a written report. He confirmed that he is working with the Township Engineer regarding signage and safety measures for Denton Hollow Road. Board reviewed the proposal prepared by Little's John Deere for the purchase of a boom mower. This is a Co-Stars purchase that was included in the capital fund for 2015. **MOTION:** Brutscher moved, Stumpo seconded, to approve the purchase of a boom mower in the amount of \$20,662.45 as itemized and described on the summary prepared by Little's John Deere dated April 10, 2015; motion carried. Resolution 2015-9 Co-Op Highway Materials - **MOTION:** Stumpo moved, Brutscher

seconded, to approve enacting Resolution 2015-9 accepting low bids for highway materials and services and authorizing purchases in 2015; motion carried.

**7. Old Business:**

- a. Park Reservation Protocol Submitted by Parks, Recreation and Trails Committee - Board reviewed the procedure by which facilities may be reserved by residents, organizations, and sports teams and the reservation form. Stumpo noted that the waiver language provided by the municipal liability insurance carrier should be included on the reservation form. She noted that the Brandywine Old-Time Baseball Team reserves the ball field for Sundays; therefore, she is not in favor of limiting Sunday reservations to residents only. Knightly noted that the fields are maintained by the Public Works Department and the wear-and-tear from usage is normal. **MOTION:** Leonard moved, Stumpo seconded, to adopt the Pocopson Park/Park Facilities Reservation Procedure and to incorporate the approved waiver forms as part of the reservation application; motion carried.
- b. Melton Scope of Work/Barnard House - Leonard noted that he fully supports the use of the Barnard House as a future municipal building. Nevertheless, he is not satisfied that the Scope of Work dated April 9, 2015 addresses usability and workflow issues for the interior space. Jensen, Project Manager, noted that those are issues that need to be discussed but do not affect approval of the Scope of Work. He reviewed the Melton Architect Plans for the 1<sup>st</sup> floor and then focused on elements of the 1<sup>st</sup> floor reception area and the 2<sup>nd</sup> floor office spaces. The Scope of Work represents the estimated costs to prepare a bid package for Phase 2 work. Leonard noted that a space planner should be engaged to review the current plans to determine workflow now rather than wait until after the move-in. Jensen noted that areas to be addressed for the 1<sup>st</sup> floor renovations underway courtesy of the Wawaset Road Park Grant include security components. Board agreed that the Township staff should provide input with regard to workflow prior to preparation of bid documents. Board directed that the Secretary should set up a meeting for the staff to meet with Melton Architects. **MOTION:** Leonard moved, Stumpo seconded, to table a decision on the Phase 2 Scope of Work until such time that the Township Staff review the plans with Melton Architects; motion carried.

**8. New Business:**

- a. Historical Committee Convention Request - Board discussed the Historical Committee request to approve funding for two Committee members to attend The Country School Association of America Convention in Saratoga Springs, New York, June 14-17. Board members agreed that the Historical Committee account has a balance sufficient to cover the expense. **MOTION:** Brutscher moved, Stumpo seconded, to approve Historical Committee members Kris Firey-Poling and Sarah Mims to attend The Country School Association of America's annual conference from June 14-17 in Saratoga Springs, NY, at a cost not to exceed \$1,110.00 with the expense allocated to the Historical Committee account; motion carried.
- b. Deficiencies in Total Maximum Daily Load Strategy - Township received a letter from DEP dated February 26<sup>th</sup> noting deficiencies with the Township TMDL Strategy. **MOTION:** Leonard moved, Stumpo seconded, to approve authorizing McCormick Taylor Township Engineer to proceed with the action items related to deficiencies as outlined in their Recommendation Memo dated April 8, 2015; motion carried.

**9. Correspondence:** no action required.

- 10. Treasurer's Warrants:** Stumpo moved, Brutscher seconded, to approve the Bill Payment Lists for March 24 - April 13, 2015 recommended for payment by the Treasurer; General Fund: 22 bills paid totaling \$12,853.74; 3 debit card charges totaling \$665.22; Facilities: 1 bill paid for \$4,000.00; Highway Aid: 4 bills paid totaling \$1,970.51; Historical

Committee: 1 bill paid for \$87.50; Parks, Rec & Trails: 1 bill paid for \$4,045.26; motion carried.

11. **Approval of Meeting Minutes:** Leonard moved, Brutscher seconded, to approve the Meeting Minutes dated March 23, 2015; motion carried.
12. **Adjournment:** At 8:45 p.m., Stumpo moved, Brutscher seconded, to adjourn the meeting; motion carried.

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Susan Simone, Administrative Secretary

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Barney Leonard, Chairman