



Board of Supervisors Meeting Minutes
Monday, June 22, 2015, 7:30 P.M.

Attendance: Supervisors - Barney Leonard, Georgia F. Brutscher, Ricki Stumpo; Richard Jensen, Zoning/Code Official; Zoning Hearing Board Member - James Noon, Jr.

Public in attendance: 14

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Announcements:** On June 18th the Supervisors attended a PSATS-sponsored education seminar on the Sunshine and Right-to-Know Laws. Stumpo attended the regional meeting of the Emergency Management Services Task Force on June 9th.
3. **Public Comment:** Elaine DiMonte noted that she attended the June 15th public meeting of the Barnard House Steering Committee and was not able to obtain answers to a number of questions about the project. For this reason, she is asking the Board to schedule a public question and answer session as a service to the community. Sean Rafferty provided a written statement commenting as follows: change in public comment policy regarding the Barnard House; 25% of project costs to date having been paid for architectural fees; and a Right-to-Know Request for the first permit reviewed and denied, as well as no study completed for renovating the Denton Hollow Road Office. Brutscher responded that the study of the Denton Hollow Road property was conversational and not a written study. Leonard noted no violation of the public comment policy during the June 8th meeting with regard to the Barnard House agenda item. He remarked that beginning July 1st, the Barnard House Steering Committee will meet every other week through the end of the year.
4. **Zoning Hearing Board Report - Solicitor Search:** Noon reported that members of the Zoning Hearing Board conducted a search for a solicitor following the resignation of Fronefield Crawford who served as solicitor for a number of years. Noon introduced Edward M. Foley of Brutscher, Foley, Milliner & Land, LLP, as the selected candidate to serve as solicitor. Supervisor Brutscher noted that her last name appears to be part of the law firm but she is not affiliated with the firm. Her former and now deceased spouse George Brutscher was a partner in the firm. The Board thanked Messrs. Noon and Foley for attending the meeting. **MOTION:** Leonard moved, Stumpo seconded, that in the event that the Zoning Hearing Board elects to appoint Edward M. Foley of Brutscher, Foley, Milliner & Land, LLP as Solicitor during a public meeting, the Township will pay for the services of Mr. Foley in accordance with the fee specification dated June 17, 2015, with a term to expire January 4, 2016 or until a replacement is named; motion carried.
5. **Deer Management Committee:** Leonard read an Annual Report submitted by Don Lane, Chairman, summarizing the activities of the committee including statistics for the most recent deer harvest.
6. **Resolution No. 2015-13 Authorizing Grant Contract Closeout for the Pocopson Township Trail Related Support Facilities Project:** Leonard stated that the Township has received the full grant award of \$250,000 for the Greenways, Trails, and Recreation

Program Grant. He reviewed the Commonwealth Financing Authority requirement pertaining to expense records and audit closeout, as well as installation of signage in accordance with the grant agreement. MOTION: Brutscher moved, Stumpo seconded, to approve Resolution 2015-13 authorizing Public Works Department to purchase and install signage and authorizing the Treasurer to contact the appointed Township auditor to perform the final audit of the grant; motion carried.

7. **Barnard House Steering Committee:** the Steering Committee is an ad hoc committee appointed by the Board of Supervisors. The Committee desires attendance of a member of the Township staff. The Solicitor indicates that there are no ethics violations or conflicts of interest if Ricki Stumpo serves as staff representative. MOTION: Brutscher moved, Leonard seconded, to appoint Ricki Stumpo to serve as the Township staff representative for the Barnard House Steering Committee and to authorize compensation for the after-hours attendance at her regular hourly rate; motion carried. Stumpo recused herself from the vote.
8. **Zoning Officer Report:** Jensen reported that several enforcement issues are under review including but not limited to grass cutting/property maintenance.
9. **Public Works Report:** Board accepted the report as submitted.
10. **Planning Commission (PC) Report:** Secretary submitted a report from the June 17, 2015 PC meeting that included the following: a letter of recommendation for the Dwyer Conditional Use Application; a summary of the discussion of the Riverside Daycare Sketch Plan; and, 8 proposed Building Code Chapter Amendments.
11. **Old Business:**
 - a. **Emergency Services Joint Task Force Proposal** - Stumpo requested the matter be tabled until such time that the Task Force requires action.
 - b. **Meyner Center Organizational Analysis/May 2015** - Leonard reviewed one of the recommendations from the study regarding possible expansion of hours of the administrative office to determine if the benefit justifies the cost. Board has not been contacted by specific members of the public with regard to current official hours. Secretary is authorized to contact agencies and consultants to obtain study components and/or costs involved for an evaluation of current hours of operation.
 - c. **Resolution 2015-14 Amending the Personnel Manual** - Leonard reported that with the assistance of the Township Solicitor, various sections of the Manual have been updated in accordance with labor laws and that provisions have been made governing social media, flex time, and authorization to work remotely. Stumpo contributed to the discussion and review but recused herself from the vote as she is an employee of the Township. MOTION: Brutscher moved, Leonard seconded, to approve Resolution 2015-14 amending the Personnel Handbook as reviewed and recommended by the Township Solicitor; motion carried.
 - d. **Sklar Zoning Hearing Board Appeal** - Leonard reported that discussions are ongoing with Sklar, Lenape Forged Products, and the Township with regard to easements.
12. **New Business:**
 - a. **Web posting of Barnard House Steering Committee Project Update** - Leonard reported that the text of the document may not be accurate. The Board tabled action on the matter for the July 13th meeting.
13. **Correspondence:** Board acknowledged receipt of resumes from 2 residents regarding appointment as Township representatives to the West Chester Library and the Kennett Library. Board agreed to table appointment to the Kennett Library at this time. Board agreed to submit the resume of Scott J. Kirkland to the West Chester Library for consideration as Township Representative.

14. **Treasurer's Warrants:** Leonard moved, Brutscher seconded, to approve the Bill Payment Lists for June 9 - June 22, 2015 recommended for payment by the Treasurer; General Fund: 12 bills paid totaling \$8,482.03; 2 debit card charges totaling \$134.33; Capital Reserve: 1 bill paid for \$47,877.00; Highway Aid: 4 bills paid totaling \$22,403.93; Historical Committee: 5 bills paid totaling \$5,364.60; Township Facilities: 1 bill paid for \$3,060.00; motion carried.
15. **Approval of Meeting Minutes:** Board tabled approval of the June 8, 2015 Board Meeting Minutes.
16. **Adjournment:** At 8:12 p.m., Stumpo moved, Brutscher seconded, to adjourn the meeting; motion carried.

Susan Simone, Administrative Secretary

Barney Leonard, Chairman