



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

Supervisors in attendance: Barney Leonard, Georgia Brutscher. Supervisor absent: Ricki Stumpo. Mark Knightly, Director, Public Works; Consultants: Amanda Sundquist, Township Solicitor; Kevin Matson, P.E., Township Engineer.

Public in attendance: 13

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Announcements:** Leonard noted the passing of Joe Stumpo who was generous with his time on behalf of the Township. Joe Stumpo's presence at Township meetings will genuinely be missed. Leonard called for a brief moment of silence in memory of Joe Stumpo.
3. **Public Comment:** Sean Rafferty commented that perhaps an outside agency such as the auditor general should be contacted to review the \$125,000 worth of expenses paid to date to Melton Architects for the Barnard House project. Terry Gumper asked to defer his public comment to the Public Works agenda item. Three children from Pocopson Elementary School spoke regarding the use of tube tree protectors. The students (Josiah Hoopman, Bridget Hoban, and Chi Xu) known as Team AHA from First Lego League Robotics, asked the Board to consider initiatives and legislation to mitigate the myriad of problems caused by the use of tube tree protectors on trees planted in riparian buffers. The Board thanked the students for taking time to present their concerns during a public meeting. Secretary is directed to include the students as presenters for the Planning Commission January 2016 meeting and to invite the members of the Township Stream Team Committee to attend that January meeting.
4. **MS-4 Report, Kevin Matson, P.E., Township Engineer:** Matson presented an overview of the Township's Christina Basin MS4 TMDL Plan, Part 1 - MS4 TMDL Strategy (Strategy), prepared by McCormick Taylor. The Strategy is submitted in accordance with the requirements of the Township permit for stormwater discharges for small municipal separate storm sewer systems (MS4s). The Strategy describes proposed measures to address Pocopson Township's sediment wasteload allocation assigned in the Christina Basin TMDL Report. A 30-day public comment period is provided following notice of availability of the report. Matson proposes presenting the Strategy for public comment during the December 14<sup>th</sup> Board meeting. Sundquist suggested and the Board agreed to retain the service of a court reporter for accurate reporting of public comment. Board also agreed to begin the meeting at 7:00 p.m. to allow sufficient time for the presentation. Matson will provide the Township with a link to post the Strategy on the Township web site. **MOTION:** Leonard moved, Brutscher seconded, to authorize McCormick Taylor to proceed with legal advertising and any and all tasks associated with MS4 and TMDL reporting as required by governing agencies; motion carried.
5. **Barnard House:**
  - a. Phase 2 Bid Packet - public comment on the bid packet from attendees who also attended the November 16<sup>th</sup> work session as follows: Sara Mims noted

inconsistency in the AIA Document A107 with regard to payment for work completed. Sundquist noted that the concern is addressed in the Solicitor's supplemental conditions. Randy Mims commented on the additional cost for IT and security shown at \$35,000 inquiring as to why these components are not part of the bid packet. Leonard noted that Melton Architects recommends that the general contractor oversee these components and that the installation is a concurrent process with the electrical contractor. Sue Woodward commented that that the Board is to be congratulated on completing the bid packet and attending the work session was most enlightening. At the end of public comment, Leonard noted that a number of edits to the bid packet remain incomplete. No action taken at this time to approve the bid packet.

- b. Internet Service Provider - no action taken at this time.
6. **Zoning Officer Report:** Leonard reported that on November 19<sup>th</sup> he met with Richard Jensen and Craig Kologie, Castle Valley Consultants, Inc. (CVC), to review zoning concerns and zoning permit requests as part of the transition to CVC as zoning official.
7. **Public Works Report:**
  - a. Sale of 1995 Ford L8000 Dump Truck - Knightly reported the sale of the truck through Municibid. MOTION: Brutscher moved, Leonard seconded, to approve Resolution 2015-24 ratifying and confirming the sale and transfer of title of a 1995 Ford L8000 dump truck; motion carried.
  - b. Snow removal protocols - Terry Gumpfer requested information as to the division of snow plow routes throughout the Township. Knightly indicated that snow plow routes are up to date and are revised following completion of offers of dedication for new communities. Gumpfer also questioned the Township's contract to plow a private road noting that doing so is outside of the scope of work permitted by law. Board agreed to review the contract in place with the Solicitor.
8. **Planning Commission Report, November 18<sup>th</sup> Meeting:** Secretary reported that the Applicant for the Riverside Daycare land development project appeared before the PC. No action was taken and the Applicant will be listed for the January 20, 2016 meeting. Secretary also reported that Brandywine Conservancy representatives will present the proposed riparian buffer ordinance during the January meeting.
9. **Old Business:**
  - a. Locust Grove Schoolhouse Plastering Proposal - Board reviewed the procurement pre-approval request dated November 23, 2015, describing proposals from three vendors. MOTION: Leonard moved, Brutscher seconded, to accept the proposal from Corbally Plastering Inc. in the amount of \$3,399.00 for plastering walls in preparation for painting; motion carried.
10. **New Business:**
  - a. Notice to Committee Chairs for 2016 Appointments - Leonard noted that a fair number of committees could benefit from recruiting new committee members. Sara Mims commented that the Historical Committee may find it advantageous to revise the Committee Bylaws to allow membership even if the volunteer is unable to attend a percentage of the meetings. Brutscher noted that going forward there may be an advantage to appointing a park director to facilitate improvements for Township parks. Board agreed that given the presentation by students during public comment, perhaps in the future a junior volunteer committee membership category would be appropriate. Secretary is directed to proceed with correspondence
11. **Correspondence:** no action required.
12. **Treasurer's Warrants:** Leonard moved, Brutscher seconded, to approve the Bill Payment Lists for November 10-23, 2015 recommended for payment by the Treasurer; General Fund: 22 bills paid totaling \$21,712.64; 4 debit card charges totaling \$123.26;

Facilities: 2 bills paid totaling \$1,785.14; Highway Aid: 1 bill paid for \$1,524.88; motion carried.

13. **Approval of Meeting Minutes:** Board tabled approval of the November 9, 2015 meeting minutes and the November 16, 2015 work session minutes.
14. **Adjournment:** At 8:25 p.m., Leonard moved, Brutscher seconded, to adjourn the meeting; motion carried.

  
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Susan Simone, Administrative Secretary

  
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Barney Leonard, Chair