



Pocopson Township

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Board of Supervisors Meeting Minutes Monday, 7:30 P.M., January 28, 2013

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Public Works Director; Richard Jensen, Zoning/Code Enforcement Official; Matt Read, Chair, Founders Day Committee.

1. Call to Order: Conary called the regular meeting to order at 7:30 P.M. and led the Pledge of Allegiance.

2. Announcements: Conary and Stumpo met with Vandemark & Lynch and members of the Stream Team Committee on the 14th regarding improving water quality in alignment with MS4 and TMDL requirements. Stumpo reported the Comprehensive Plan Task Force will hold a public meeting on March 27th. State Police Corporal Steve Ranck from Troop J, Avondale Barracks, submitted the Automated Incident Memo System Statistics Report for 2012. Board noted the category with the greatest number of incidents continues to be burglary – false alarm fault. Corporal Ranck also outlined steps residents can take to avoid being a victim and to protect personal property.

3. Public Comment: none.

4. Pre-Draft Ordinance to Amend Code to Provide Animal-Assisted Activities

(Amendment): Discussion on proposed Amendment was led by Robert F. Adams, Esquire, on behalf of Mary Beth Drobish/The Barn at Springbrook Farm and Fintan McHugh, Esquire, on behalf of Beverly Bruns. Mr. Adams noted the purpose of the Amendment is to provide revision to the Code to authorize a use by right for The Barn at Springbrook Farm. A waiver of applicable time periods for the matter to proceed before the Zoning Hearing Board was approved September 2012 extending the time to June 2103. Mr. McHugh noted that the Amendment does not address what Ms. Bruns believes is atypical activity on the property located in an RA District. Issues discussed included parking requirements for the volume of cars, possible screening provisions, and the level of activity on the property for nonprofit programs and fundraising. No issues were raised regarding compliance with the Keeping of Animals Section of the Code. Board requested and the parties agreed to exchange comments identifying what would be a reasonable number of events and activities for The Barn and to define proposed standards that will protect adjacent properties while allowing for programs that include animal-assisted activities.

5. Founders Day Committee Appointment: Motion: Conary moved, Brutscher seconded, to appoint Matt Read as Chairman of the Founders Day Committee. Read stated that he will submit the names of the Committee on or before the February 11th Board meeting. He also stated that Founders Day will be held on Sunday, September 8th.

6. Public Works Report: Board accepted as written the Public Works Report dated January 28, 2013. Knightly and the Board reviewed the Procurement Pre-Approval Request submitted by the Treasurer dated January 23, 2013, for an HVAC Maintenance Contract with Oliver Mechanical for both Township Buildings. Board also reviewed a proposal to replace the Garage Office HVAC system that is not operating. Knightly indicated that additional quotes to replace and/or relocate and replace the system will be submitted by the end of the week. Board agreed to proceed with the lowest responsive quote that includes relocating the system outside of the attic. No action taken regarding Oliver Mechanical Proposal. Brutscher noted that no objections have been filed regarding vacating a portion of Bragg Hill Road and asked that the gates be installed as soon as weather permits. She also requested fill for area left by the relocation of the gate for Creek Road. Knightly will contact PennDOT regarding potential ponding at the Route 52 intersection with Locust Grove Road.

7. Zoning/Code Enforcement Office Report: Jensen reported receiving written confirmation that 1380 Lenape Road will be in compliance with Zoning Appeal No. 1-2012 Agreement on or before February 11th. Correspondence will be sent to Brandywine Vista, LLC, regarding the grease trap pumping maintenance agreement. Jensen continues to monitor property on Lenni Drive for compliance with the Nuisance Ordinance. A complaint received regarding a fallen tree behind 610 Wawaset Road was deemed nonhazardous.

8. Barnard House Steering Committee Report: Brutscher submitted a report dated January 22nd noting that the Committee identified four front windows with historical value for repair or replacement in accordance with the 2013 budget allocation. Board will approve the scope of work to be used to obtain estimates on time and material basis with a specified maximum expenditure. Committee members were assigned various tasks to complete for the next meeting which is scheduled for Tuesday, February 12th at 4:30 p.m.

9. Planning Commission Report: No action required on report from the Planning Commission dated January 23, 2013.

10. Old Business:

a. Red Bridge Lane bridge – Motion: Brutscher moved, Conary seconded, to approve the Contract Proposal dated January 25, 2013, submitted by Collinson, Inc., as recommended by the Township Engineer in the amount of \$12,155.00 with final costs not to exceed \$15,000.00; motion unanimously approved.

b. 100 Hickory Hill Road Conditional Use Application – Secretary is directed to send a letter to 100 Hickory Hill Road regarding proceeding with the conditional use application.

c. Professional Organization Appointments (CCATO, PSATS) – no action on appointment of County Voting Delegate to PSATS Convention. Conary will likely attend the CCATO Convention on March 14th.

d. Volunteer Recognition Event – Board agreed to proceed with plans for a volunteer appreciation dinner on Sunday, October 13th.

e. Lenape and Pocopson Roads Intersection: Motion: Conary moved, Brutscher seconded, to grant an extension to Road-Con for the backordered overhead lane control

mast arm installation; motion unanimously approved. Approval of release of final payments to Road-Con will be listed as an agenda item following completion of the installation and recommendation of Traffic Planning and Design.

11. New Business:

a. Township Open House Day – Board approved holding an open house on May 19th from 2:00 P.M. to 4:00 P.M. Representatives will staff the Public Works Garage, Administration Office, Barnard House, and Schoolhouse.

b. Resolution 2013-3 Appointment of Deputy Real Estate Tax Collector: *Motion:* Canary moved, Brutscher seconded, to approve Resolution 2013-3 appointing the County of Chester as Deputy Tax Collector; motion unanimously approved.

c. Resolution 2013-4 Setting Compensation for Tax Collector: *Motion:* Canary moved, Brutscher seconded, to approve Resolution 2013-4; motion unanimously approved.

12. Correspondence

a. Lot 9/Taylor's Run SWM BMP Document – *Motion:* Canary moved, Stumpo seconded, to approve signing Stormwater Best Management Practices Operation and Maintenance Agreement for Lot 9, being Parcel 63-4-109.74; motion unanimously approved.

b. 15 N. Wawaset Road SWM BMP – *Motion:* Brutscher moved, Stumpo seconded, to approve signing Stormwater Best Management Practices Operation and Maintenance Agreement for Parcel 63-1-20.1; motion unanimously approved.

c. Taylor's Run at Red Bridge HOA – Board agreed to approve text for a letter to Taylor's Run residents encouraging activation of the HOA and in support of a merger with the Red Bridge Farm HOA.

13. Treasurer's Warrants and MS-965: Canary moved, Stumpo seconded, to approve the Bill Payment Lists for January 8 - 28, 2013 recommended for payment by the Treasurer; **General Fund:** 19 bills paid totaling \$17,316.00; 6 debit card charges totaling \$296.02; **Escrow Fund:** 2 bills paid totaling \$3,801.22; **Highway Aid:** 4 bills paid totaling \$9,238.10; **Open Space Tax:** 2 bills paid totaling \$2,276.90; **Road Improvement Fund:** 3 bills paid totaling \$33,551.42; motion unanimously approved. Board reviewed and approved signing PennDOT Liquid Fuels MS-965 Actual Use Report Year Ending 12/31/2012.

14. Approval of Meeting Minutes: Brutscher moved, Stumpo seconded, to approve the Meeting Minutes dated December 26, 2012; motion unanimously approved. Brutscher moved, Stumpo seconded, to approve the Organizational Meeting Minutes dated January 7, 2013 as corrected; motion unanimously approved.

15. Adjournment: At 9:30 P.M., Canary moved, Brutscher seconded, to adjourn the meeting; motion unanimously approved.

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair