



Pocopson Township

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Board of Supervisors Meeting Minutes Monday, 7:30 P.M., March 25, 2013

In attendance: Supervisors – Georgia F. Brutscher, Ricki Stumpo; Absent: Stephen R. Canary, Supervisor.

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

2. Announcements: Stumpo reported that the Kennett Area Regional Planning Commission (KARPC) is gathering information to consider updating on the regional comprehensive plan.

3. Public Comment: none.

4. Donald A. Eggen, Ph.D., Forest Health Manager, PA DCNR – Emerald Ash Borer (EAB) Assessment: Board received a copy of the EAB Management Plan developed for the Borough of West Chester to mitigate potential damage to the 124 ash trees found in the Borough. Eggen noted that ash trees on private property are the responsibility of the property owner and asked that the Township consider an EAB mitigation management plan for ash trees in the Township parks and for trees adjacent to Township-owned trails. Infested trees deteriorate over time and become liability/hazardous trees. Board agreed to a community outreach activity that will provide members of the Parks, Recreation and Trails and Stream Team Committees and other interested volunteers with training in ash tree identification and in early detection of an EAB infestation. After assessment and inventory of ash trees is completed, the Board will determine the extent to which chemical treatments will be applied, trees will be removed, or potential replacement of non-host trees. Infected trees located within a woodland area need not be treated or removed.

5. Zoning/Code Enforcement Officer Report: no report submitted.

6. Planning Commission Report: A report from the Wednesday, March 20th meeting was submitted to the Board.

7. Barnard House Steering Committee Report: Laressa McNemar, P.E., provided a report on her volunteer efforts to complete a matching grant application for a park project on the Barnard House property. The deadline for submission of the application is April 10th. This Department of Conservation and Natural Resources (DCNR) matching grant could potentially fund the development of park facilities to include a picnic area, viewshed benches, handicap accessible restroom, and park office. Funding will be available to rehabilitate the Barnard House site. The 50% matching grant can include in-kind services. Information gathered for this DCNR grant will be made available for future grant

applications. Board discussed the practicality of maintaining a park restroom on a 24/7 basis, revisions to the current site plans and floor plans, and a conversation with the Kennett Underground Railroad Center. McNemar requested certain authorizations from the Board to complete the grant resulting in the following motions:

Motion: Brutscher moved, Stumpo seconded, to approve the submission of the DCNR grant for development of park facilities on the Barnard House property; motion approved.

Motion: Brutscher moved, Stumpo seconded, to approve Vandemark & Lynch Professional Services Authorization No. 1 dated March 25, 2013, in the amount of \$2,200.00, for initial meetings and exhibit plan, revised site construction plans and specs, and site construction cost estimate; motion approved.

Motion: Brutscher moved, Stumpo seconded, to approve Melton Architects Request for Service #2 dated March 22, 2013, in the amount of \$1,200.00; motion approved.

Motion: Brutscher moved, Stumpo seconded, to allow Board Chairman Conary to sign the grant agreement for inclusion in the grant application outside of the public meeting, based on review and recommendation by the Township Solicitor; motion approved.

Motion: Brutscher moved, Stumpo seconded, to identify Steve Conary as project coordinator in the grant application; motion approved.

Stumpo thanked McNemar for her hours of work on the grant application. Board agreed that a professional services authorization would not be required of the Township Landscape Architect to review landscape plans for this project. Township personnel are directed to assist McNemar by providing information required for the grant application.

8. Old Business:

a. Bragg Hill Road Gates – Board noted that all signage is in place.

b. Constable Contract Renewal – **Motion:** Stumpo moved, Brutscher seconded, to approve renewal of the Independent Contractor Agreement for Constable Services dated April 9, 2012, the terms of which were originally reviewed by the Township Solicitor and approved by the Board on April 9, 2012; motion approved.

c. Locust Grove Schoolhouse Sign – Board tabled action until the April 8th meeting requesting that the Secretary obtain a drawing of the sign for review.

9. New Business: no action required.

10. Correspondence: Board agreed to submit a letter of support to Kennett Township to save the three early 20th century cottages north of the Longwood Gardens entrance as discussed during the KARCP meeting.

11. Treasurer's Warrants: Brutscher moved, Stumpo seconded, to approve the Bill Payment Lists for March 12-25, 2013 recommended for payment by the Treasurer;

General Fund: 14 bills paid totaling \$19,819.87; 5 debit card charges totaling \$80.98;

Escrow: 1 bill paid for \$2,955.99; **Township Facilities:** 1 bill paid for \$199.33; estimate from Sage Business Systems for network upgrade; motion approved.

12. Approval of March 11, 2013 Meeting Minutes and March 12, 2013 Meeting

Minutes: Brutscher moved, Stumpo seconded, to approve the Meeting Minutes dated

March 11th; Brutscher moved, Stumpo seconded, to approve the Meeting Minutes dated March 12th; motions approved.

13. Adjournment: At 9:10 P.M., Brutscher moved, Stumpo seconded, to adjourn the meeting; motion approved.

Susan Simone, Administrative Secretary

Georgia F. Brutscher, Vice Chair