



Pocopson Township

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Board of Supervisors Meeting Minutes Monday, 7:30 P.M., September 23, 2013

In attendance: Supervisors – Stephen R. Canary, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Public Works Director; Richard Jensen, Zoning/Code Enforcement Official; Don Lane, Chair, Deer Management Committee.

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

2. Announcements: Founders Day was held on September 15th. On September 11th, Stumpo and Jensen met with representatives from Pocopson Elementary School to discuss emergency management procedures. Stumpo reported that the Kennett Area Regional Planning Commission discussed a regional health and property insurance program during their meeting on September 17th.

3. Public Comment: Barbara Holmes, a member of the Township Historical Committee, brought to the attention of the Board a potential structural concern she noticed along the east wall of the Locust Grove Schoolhouse. Public Works will investigate the concern.

4. Barnard House HVAC Proposals: Jensen reviewed three proposals for the First Floor HVAC System. Estimates are based on the scope of work that was approved by the Board on September 9th.

Motion: Brutscher moved, Stumpo seconded, to approve the Bid Proposal dated September 23, 2013, submitted by Cook's Service Co Inc., as representative of the lowest completed bid, as recommended by Richard Jensen, for installation of a gas-fired system with air conditioning in the amount of \$16,950.00, with a proposed start date of October 7, 2013; motion unanimously approved.

Jensen will contact propane vendors with regard to service and tank installation. Board noted their preference for an in-ground tank and asked Jensen to contact the Township Engineer regarding the tank location in accordance with the site plans. Knightly will include propane gas on the next Co-Op bid for materials.

5. Deer Management Committee: Lane submitted a report dated September 23, 2013. He noted two parcels removed at the request of landowners and the addition of the Osborne Circle Open Space parcel. Board approved the addition of Mike Cialini and Ron Miller to the Committee as two Committee members have dropped out this season. He reported that 33 deer were harvested during the 2012-2013 season. The Board thanked Lane and the members of his Committee for their service to the Township.

6. Zoning/Code Enforcement Officer Report: Jensen continues work on **1425 Lenape Road** property by obtaining preliminary costs for remediation.

7. Public Works Report: Knightly reported that Public Works personnel will attend a pesticide applicators recertification class on September 24th as required to maintain their certifications. Work on the Brandyridge Trail is underway. Haines Mill Road from Unionville-Lenape to Beversrede Trail and Brooks Road will be paved on September 30th. Repairs to the railroad crossing on Wawaset Road should be completed by PennDOT on or before September 24th. Conary noted that the maintenance agreement for the roundabout project is forthcoming.

8. Planning Commission Report: Board accepted a report from the Planning Commission for the meeting held on September 18th. Planning Commissioner Steve Simonson was in attendance.

9. Old Business:

a. Meeting Date with Township Engineer – Stumpo and Conary will meet with representatives from Vandemark and Lynch on October 2nd.

b. Volunteer Appreciation Reception – Board approved the contract with Northbrook MarketPlace for the October 13th reception. Secretary will prepare a resolution for the October 7th meeting.

c. Gilmore Associates Proposal – Board agreed to table approval of the Gilmore Associates Proposal pending a response from the landowner of 9 Lian Drive regarding the trail easement and signing of a trail easement agreement.

d. Riverside at Chadds Ford Exhibit G – Stumpo confirmed that she will meet with homeowner association representative(s).

10. New Business: no New Business submitted.

11. Correspondence: Treasurer provided the Minimum Municipal Obligation notice in accordance with the legal requirements of the Pennsylvania Municipal Retirement System.

12. Treasurer's Warrants: Stumpo moved, Brutscher seconded, to approve the Bill Payment Lists for September 10-23, 2013 recommended for payment by the Treasurer; **General Fund:** 25 bills paid totaling \$18,060.01; 5 debit card charges totaling \$773.81; **Escrow Fund:** 1 bill paid for \$132.88; motion unanimously approved.

13. Approval of Meeting Minutes: Brutscher moved, Conary seconded, to approve the Meeting Minutes dated September 9, 2013; motion approved.

14. Adjournment: At 8:22 P.M., Brutscher moved, Stumpo seconded, to adjourn the meeting; motion unanimously approved.

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair