



Pocopson Township

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Board of Supervisors Meeting Minutes Monday, 7:30 P.M., December 16, 2013

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Public Works Director; Richard Jensen, Zoning/Code Enforcement Official; Tom Bierl, on behalf of Parks, Recreation and Trails Committee (PRT).

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

2. Announcements: An Executive Session was held on December 2nd to discuss a legal matter. An Executive Session was held on December 12th regarding the Drobish Conditional Use Application. A special meeting will be held on December 30th at 5:00 P.M. during which time the Board will render a decision in the matter of Drobish and conduct any other business that may come before the Board.

3. Public Comment: no public comment.

4. Public Works Report: Knightly reported one minor breakdown during recent snow/ice removal operations which the Department was able to repair in-house. Residents have expressed appreciation for the road clearing work completed by the Department during the recent storms. Knightly attended a pre-construction follow-up meeting for the Route 52 Roundabout Project. He reported that there was discussion of a delay due to revisions to utility company engineering designs. The Roundabout will be completed in three stages. Corinne Road will not be used as a route for removal of excavated materials from the site. Knightly will meet with the County Representative and the Township PRT Committee in January regarding storage of road edgings/millings in Pocopson Park.

5. Zoning/Code Enforcement Officer Report: Jensen reported that the propane tanks have been delivered to the Barnard House along with other materials for the HVAC installation. Demolition work is complete at 1425 Lenape Road.

6. Old Business:

a. Register Proposal/Lot 6 Hallelyn Trail: Bierl and Jack Becker, developer for the Hallelyn Subdivision, appeared before the Board to discuss the proposal dated December 11, 2013, submitted by Register Associates, Inc. The scope of work for the proposal consists of establishing a straight line adjustment to Hallelyn Lot #6 along the County property line in order to provide separation of the trail connection point from Lot #6 and the lot on Wawaset Road bordering the County property to the west. Becker agreed that when Lot #6 is sold, his firm will bear the cost of preparation and recordation of the Deed to convey the surveyed strip of Lot #6 to the Township. The legal description for the deed

will be taken from the Regester survey. Becker is donating that portion of Lot #6 to the Township as part of the township-wide trail system.

Motion: Conary moved, Brutscher seconded, to approve the proposal dated December 11, 2013, submitted by Regester, Inc., in the amount of \$3,500.00, condition upon clarification that Section 2.1 Scope of Work specifies completion of a survey and installation of pins; Board authorizes payment for the work from PRT funds; motion unanimously approved.

7. New Business:

a. Resolution 2013-19 – Conary acknowledged confirmation that Harold Hoffman was elected in November to the office of tax collector for a six-year term expiring 12/31/2019, and that Hoffman declined to accept the position of tax collector.

Motion: Stumpo moved, Brutscher seconded, to approve Resolution 2013-19 appointing Kirk V. Hoffman as Tax Collector; motion unanimously approved.

b. Resolution 2013-20 – Motion: Brutscher moved, Stumpo seconded, to approve Resolution 2013-20 which sets forth the deputization of Pocopson Township as Deputy Tax Collector; motion unanimously approved.

c. Resolution 2013-21 – Motion: Brutscher moved, Stumpo seconded, to approve Resolution 2013-21 contracting for tax collection services with the County of Chester; motion unanimously approved.

d. Resolution 2013-22 – Conary acknowledged confirmation that Sean Rafferty was elected in November to the office of auditor with a six-year term expiring 12/31/2019, and that Rafferty declined to accept the position of auditor.

Motion: Brutscher moved, Conary seconded, to approve Resolution 2013-22 appointing A. Dale Stratton as Auditor; motion unanimously approved.

e. Resolution 2013-23 Board Policy – Second Class Township Code provides that procedures for meetings and order of business can be established by ordinance or resolution. Resolution 2013-23 formalizes the current Board policy.

Motion: Brutscher moved, Conary seconded, to approve Resolution 2013-23 establishing order of business and procedures for Board meetings; Brutscher and Conary voting for the motion; Stumpo voting against the motion; motion approved.

f. Riparian Buffer Ordinance Amendment/Christina Basin TMDL – Board agreed to refer to the Township Planning Commission.

8. Correspondence:

a. County Contract for Tax Collection – Memorandum Agreement – Board approved signing the Contract for the period January 1, 2014 to December 31, 2015 for property tax collection services.

b. Greenways, Trails & Recreation Program Grant – Board reviewed the grant application paperwork. The application for the trailhead and park area was previously approved. Board signed the grant contract with Commonwealth Financing Authority (CFA) for \$250,000 as previously discussed and approved.

c. Certification of Adoption of Act 167/SWM Ordinance – Board acknowledged completion of the Certification by the Township Engineer and the subsequent filing of the document with the PA Department of Environmental Protection as required.

9. Treasurer's Warrants: Stumpo moved, Brutscher seconded, to approve the Bill Payment Lists for December 3 – December 16, 2013 recommended for payment by the Treasurer; **General Fund:** 28 bills paid totaling \$69,272.80; 7 debit card charges totaling \$264.98; **Highway Aid Fund:** 4 bills paid totaling \$8,586.06; **Parks, Recreation & Trails Fund:** 1 bill paid for \$180.35; motion unanimously approved.

10. Approval of Meeting Minutes: Stumpo moved, Brutscher seconded, to approve the Meeting Minutes dated December 2, 2013; motion approved.

Prior to the motion to adjourn, Brutscher acknowledged that with this being the last regular board meeting for Conary, she wanted to publicly thank him for his many hours of service to the Township and to say that he has done a fabulous job. She noted that through his efforts, the Township is on the right fiscal path. Conary thanked her and those in attendance for their remarks and recognized that a great deal has been accomplished during his term as Supervisor.

11. Adjournment: At 8:05 P.M., Conary moved, Brutscher seconded, to adjourn the meeting; motion unanimously approved.

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair