

Pocopson Township

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Board of Supervisors Meeting Minutes

Monday, June 11, 2012, 7:30 P.M.

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Public Works Director; Richard Jensen, Zoning/Code Enforcement Official; Sarah Mims, Chair, Historical 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 announced a meeting with County Health Department representatives on the 20th to better understand PADEP requirements for a management plan for on-lot sewage systems. County Recorder of Deeds Office is launching a Veterans ID and Discount Program to show appreciation to veterans when they file their military discharge papers. Secretary is directed to send a copy of the notice to Township businesses so that they may consider enrolling in the program. A meeting was held on the 7th for the Barnard House bid package project. Stumpo attended the Brandywine Battlefield Task Force meeting on the 7th.

3. Public Comment: none

4. Zoning Appeal No. 1-2012/1380 Lenape Road: Michael S. Gill, Esquire, and Applicant Nora Margetich appeared before the Board. Applicant filed a Notice of Land Use Appeal, Chester County C.C.P. No. 2012-05466, but seeks modification of two conditions imposed by the Zoning Hearing Board: gender of alpacas kept on the property and the nonconforming use to run with the land. No action taken.

5. Historical Committee Update: Mims reported that contractor will finish Locust Grove Schoolhouse exterior improvements by June 15th. The Schoolhouse will be a visitor's stop during the Annual Chester County Day on October 6th. Procurement requests and expenditures will be submitted during the next 60 days in advance of the August 30th grant deadline. The Committee is assisting the Brandywine Battlefield Task Force. The web site will be populated with the University of Delaware project data and oral histories by August. Mims requested guidance from the Board regarding remediation of the Schoolhouse interior before it is reopened to the public. Discussion ensued as follows:

- Conary noted that the punchlist items identified in May can be completed by volunteers or Public Works Department.
- Knightly has scheduled an appointment to meet with an electrical inspector.
- Jensen will prepare a list of liability and safety issues to be completed based on the May punchlist.

- No action taken regarding reenergizing the Schoolhouse; need to determine if the use of a generator will meet the needs of the Historical Committee and to determine the short- and long-term costs to reenergize.

6. Longwood Fire Company (LFC): Tammy Whiteman, representative from LFC, provided information on an ambulance subscription drive (ASD) to be launched in June. The ASD is a concept many fire and ambulance companies offer as a subscription policy for ambulance services. Whiteman provided annual data regarding number of ambulance responses, response times, and reimbursement rates to LFC by various healthcare providers and healthcare programs for ambulance services. The Board supports the ASD and the emergency services provided by Longwood Fire Company. The Secretary is directed to provide Whiteman with contact information for the homeowner associations.

7. Public Works Report: Board accepted Public Works Report dated June 11, 2012 as submitted. Knightly asked for assistance from VanDemark & Lynch in preparing permit waiver documents to repair a water dissipation issue on East Lafayette Drive. Board approved the \$1,000.00 expenditure for VanDemark & Lynch to prepare documents for submission to the Department of Environmental Protection.

8. Zoning/Code Enforcement Officer Report: Jensen continues to work on updating the Emergency Management Plan. He met with Knightly to review emergency access ways and storm-related issues in the Township.

9. Old Business:

a. Riverside HOA – Scott Kirkland and Mary Hastings representing the **Riverside Homeowners Association (HOA)** appeared before the Board to discuss the Chester County Health Department Notice regarding mosquito larvae in stormwater basin #1. The HOA is treating the infestation with Bti larvacide dunks as prescribed by the County. A concern for the HOA is the long-term effect of the use of chemicals to control the mosquito larvae. HOA also discussed an issue with outgrowth of bamboo that is encroaching sections of the Riverside trail. Jensen is directed to meet with the Township Landscape Architect to investigate the bamboo concern. Board will contact the Township Engineer as to the status of clarifications of the May 21st stormwater management report.

b. Lenape/Pocopson Roads Improvement Project Status: Board reviewed the terms of the PECO Agreement to relocate the utility pole at a cost of \$12,463.01 and the Re-Bid Documents prepared by Traffic, Planning and Design.

Motion: Conary moved, Brutscher seconded, to approve the PECO Agreement as revised and corrected with the associated cost of \$12,463.01 to relocate the utility pole; motion unanimously approved.

Motion: Conary moved, Brutscher seconded, to approve advertising the Re-Bid Documents on June 14, 2012 and June 21, 2012; motion unanimously approved.

10. New Business: Board reviewed Supplement A dated 6/8/2012 to the Final Design for the PA Route 52 Roundabout Project submitted by Gannett Fleming, Inc. Secretary submitted a report on Open Records Activity for the period January 2009 to May 2012.

Stumpo will submit the report for discussion at the next meeting of the Kennett Area Regional Planning Commission. Brutscher requested a copy to be sent to elected state officials so they are aware of the ancillary costs involved with this unfunded state mandate.

Motion: Conary moved, Brutscher seconded, to approve Supplement A to the Final Design of the PA Route 52 Roundabout Project dated 6/8/2012 submitted by Gannett Fleming, Inc., with total engineering costs \$58,010.94; motion unanimously approved.

11. Resolution: Board reviewed Resolution 2012-19 regarding disposition of approximately three cubic feet of non-permanent records.

Motion: Conary moved, Stumpo seconded, to approve enactment of Resolution 2012-19 regarding disposition of non-permanent records in accordance with the PA Municipal Records Manual; motion unanimously approved.


12. Correspondence: Board agreed to send letters to the directors of County facilities to request that they remind employees and visitors to adhere to the speed limit on South Wawaset Road. Township will inquire as to the feasibility of a traffic engineering study by PennDOT as South Wawaset is a state road.


13. Treasurer's Warrants: Board reviewed procurement pre-approval request dated June 11, 2012 for the following: a) construction of a teacher's desk for the Locust Grove Schoolhouse; and b) contract for painting Township Administration Office.

Motion: Brutscher moved, Stumpo seconded, to approve the procurement pre-approval dated June 11, 2012; motion unanimously approved. Conary moved, Stumpo seconded, to approve the Bill Payment Lists for May 22 – June 11, 2012 recommended for payment by the Treasurer; **General Fund:** 26 bills paid totaling \$40,702.54; 11 debit card charges for \$1,326.11; **Highway Aid Fund:** 3 bills paid totaling \$369.52; **Historical Committee Fund:** 2 bills paid totaling \$2,004.24; **Parks, Rec & Trails Fund:** 1 bill paid for \$279.48; **Road Improvement Fund:** 4 bills paid totaling \$34,035.93; **Township Facilities:** 3 bills paid totaling \$6,880.11; motion unanimously approved.

14. Approval of Meeting Minutes: Conary moved, Stumpo seconded, to approve the Public Meeting Minutes dated May 3, 2012; motion approved. Brutscher moved, Stumpo seconded, to approve Meeting Minutes dated May 21, 2012 as corrected; motion approved.

15. Adjournment: At 9:12 P.M., Conary moved, Stumpo seconded, to adjourn the meeting; motion unanimously approved.


Susan Simone, Administrative Secretary


Stephen R. Conary, Chair