

**EAST BRANDYWINE TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION  
Thursday, December 3, 2009**

**Those in Attendance:**

Hudson L. Voltz, Chairman  
David A. Kirkner, Vice-Chairman  
Jay G. Fischer, Member  
Scott T. Piersol, Township Manager  
Mark Kocsi, Chief of Police  
Matthew T. VanLew, Roadmaster  
Mary Beth Smedley, Secretary/Treasurer

The East Brandywine Township Board of Supervisors meeting of Thursday, December 3, 2009 was called to order by Chairman Voltz at 7:30 A.M. at the East Brandywine Township Municipal Complex. Also in attendance was George Holmes, the Milemarker Editor.

**Public Comment for Non-Agenda Items**

Chairman Voltz asked if there were comments on non-agenda items. There were no comments.

**Bondsville Mill Committee**

The Bondsville Mill Committee is recommending that the Board of Supervisors appoint Daniel Fallon to the Committee. Chairman Voltz made a motion to appoint Mr. Fallon to the Bondsville Mill Committee. Mr. Fischer seconded the motion, with all voting Aye.

**Approval of check #12916**

Vice-Chairman Kirkner made a motion to approve check #12916, a medical reimbursement check. Mr. Fischer seconded the motion, with both voting Aye. Chairman Voltz abstained from voting.

**Planning Commission Recommendation for Ordinance Amendments**

The Planning Commission recommended the Board of Supervisors advertise and approve the following amendments:

- Zoning Ordinance – Four Step Design Process (Growing Greener)
- Zoning Ordinance – Steep Slope Conservation District
- Subdivision – Daycare in Village Commercial District
- Subdivision – Revised Preliminary Plan Requirements

Mr. Fischer remarked that in regard to the Four Step Design Process Amendment the Chester County Planning Commission noted that they previously reviewed an Ordinance amendment regarding definitions for the terms “Conservation Areas, Primary,” and “Conservation Areas, Secondary,”

The County Planning Commission has no records of Township action on that amendment. Mr. Fischer asked that Mr. Piersol respond to that comment.

Chairman Voltz asked if there were provisions for a drop-off zone for day-care center in the ordinance. This specific amendment removes daycare from the Village Commercial District. Mr. Piersol believes there are design standards within the ordinance that speaks to this issue in other zoning districts and will make sure it is addressed.

Mr. Fischer made a motion to consider for adoption and advertise the following Ordinance Amendments: Four Step Design Process, SteEp Slope Conservation District, Daycare in Village Commercial District and Revised Preliminary Plan requirements. Chairman Voltz seconded the motion, with all voting Aye.

#### **Rettew & Associates – Community Readiness Assessment proposal**

Mr. Piersol said that he met with Rebecca Denlinger and Alfred Wright from Rettew and Associates to discuss providing the Township with a Community Readiness Assessment. This is a tool that helps businesses reach their community development goals. Mr. Piersol said that Rettew would assess our ordinances and planning tools and review the structure of the Township. They can also assist with finding different funding sources. Rettew has offered to meet with the Supervisors if there is an interest in their services. Ms. Denlinger estimated the assessment could be done for approximately \$5,000.00. At the present time the Supervisors have no interest in having the assessment.

#### **Winship Property – 120 Dowling Forge – Possible Open Space Acquisition**

Mr. Piersol said that he met with Mr. and Mrs. Winship, Robert Long and Mike Melesky from the Open Space Committee and Jack Stefferud from National Lands Trust to discuss the Winship's interest in providing a conservation easement on their property. This property is located between the DeCovny and Forge Hill properties on Dowlin Forge Road. Mr. Fischer said that acquisition of the property, or an easement, would provide a strategic link with the Struble Trail. Mr Piersol has asked Mr. Stefferud to provide a proposal for the Supervisors and Open Space Commission to review. Chairman Voltz made a motion to approve proceeding with a proposal for acquisition of the Winship property. Vice-Chairman Kirkner seconded the motion, with all voting Aye.

#### **Municipal Waste & Recycling Bids**

Bids are due on Friday 11, 2009 by 4:00 P.M. Mr. Piersol said that the Supervisors will consider awarding the bid at their December 16<sup>th</sup> meeting.

#### **Police Pension Plan**

Tom Zimmerman from Conrad Siegel was contacted by David Bettick, an auditor for the State's Auditor General's office. Mr. Bettick asked if there was an actuarial study done when the 20 year early retirement provision was added to the pension plan. Mr. Zimmerman didn't prepare

---

an actuarial study at the time, but did provide Mr. Bettick with figures showing how much the cost of the plan increased. This finding wasn't mentioned during the most recent audit by the Auditor General's office, but may be a finding. Mr. Zimmerman does not feel this is a major issue, but wanted the Township to be informed.

#### **Tax Collector Report on Delinquencies**

Mrs. Piersol provided a report on the 2009 taxes and fees for the Board to review. She sent a letter to delinquent tax payers in September and will send another before the end of the year prior to liens being placed on the properties. The Supervisors thanked Mrs. Piersol for her efforts.

#### **Proposed Letter to Board and Commissions for unplanned and unbudgeted work restrictions for 2010**

Mr. Piersol drafted a letter for the Board's consideration, which asks all Board and Commission members to obtain the Board of Supervisors approval before they use consultants. Use of consultants for any unplanned activity will not be permitted without the Board's permission. The Supervisors will review the letter and provide feedback.

#### **Comments from the Audience**

Chairman Voltz asked if there were questions or comments from the audience. There were none.

#### **Notices**

**The Board of Supervisors met in Executive Session on December 2, 2009 to discuss legal issues.**

**This meeting will adjourn to Executive Session to discuss personnel issues.**

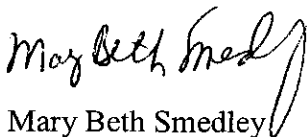
#### **Adjournment**

The meeting was adjourned at 8:05 A.M. to the Pension Committee meeting

The meeting reconvened at 8:20 A.M. for the Supervisor's Budget Workshop.

There being no further business, the meeting adjourned at 8:55 A.M.

Respectfully submitted,



Mary Beth Smedley  
Secretary/Treasurer