

**EAST BRANDYWINE TOWNSHIP BOARD OF SUPERVISORS
REGULAR SESSION
Wednesday, January 19, 2005**

Those in Attendance:

David A. Kirkner, Chairman
Hudson L. Voltz, Supervisor
Scott T. Piersol, Township Manager
Mary Beth Smedley, Secretary/Treasurer

Absent:

Jay G. Fischer, Vice-Chairman

The East Brandywine Township Board of Supervisors meeting of Wednesday, January 19, 2004 was called to order by Chairman Kirkner at 7:30 P.M. in McCausland Hall.

Opening of Meeting

Chairman Kirkner opened with a Salute to the Flag.

Public Comment for Non-Agenda Items

Chairman Kirkner asked if there were comments on non-agenda items. There were none.

Minutes/Reports

Minutes: Board of Supervisors – December 15, 2004

Chairman Kirkner asked if there were any additions or corrections to the above minutes. There were none. Mr. Voltz made a motion to approve the December 15, 2004 minutes, as presented. Chairman Kirkner seconded the motion, with both voting Aye.

Minutes: Board of Supervisors – December 30, 2004

Chairman Kirkner asked if there were any additions or corrections to the above minutes. There were none. Chairman Kirkner made a motion to approve the December 30, 2004 minutes, as presented. Mr. Voltz seconded the motion, with both voting Aye.

Minutes: Board of Supervisors – January 3, 2005

Chairman Kirkner asked if there were any additions or corrections to the above minutes. There were none. Mr. Voltz made a motion to approve the minutes of the January 3, 2005 meeting, as presented. Chairman Kirkner seconded the motion, with both voting Aye.

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Minutes: Planning Commission Minutes – January 5, 2005

Chairman Kirkner asked if there were any additions or corrections to the above minutes. There were none. Mr. Voltz made a motion to approve the minutes of the January 5, 2005 meeting, as presented. Chairman Kirkner seconded the motion, with both voting Aye.

Minutes: Municipal Authority Minutes – December 14, 2004

Chairman Kirkner asked if there were any additions or corrections to the above minutes. There were none. Mr. Voltz made a motion to approve the minutes of the December 14, 2004 meeting, as presented. Chairman Kirkner seconded the motion, with both voting Aye.

Treasurer's Report

Chairman Kirkner made a motion to approve the Treasurer's Report for the period ending January 19, 2005, and authorize payment of the bills. Mr. Voltz seconded the motion, with both voting Aye.

Report: Township Manager – Report for December 2004/January 2005

Earlier this month, our Building Committee had an initial meeting with Architect Patrick Szustak to discuss the space requirements for the Township Administration and Police Department. This information is the first step in the re-design of our Municipal Building. Another meeting with Mr. Szustak is scheduled for January 28th to review progress. We have a fairly aggressive meeting schedule planned to reach our goal of bidding the revised project late this spring or early summer.

The second phase of the codification of our Land Use Ordinances is under way. Late last month, several ordinance amendments occurred to our Zoning and Subdivision Ordinances, which are currently being sent to the publisher for inclusion in the hard copy and electronic ordinance versions. We are also finalizing our review of the Comprehensive and Open Space Plans, along with the various stand-alone ordinances on various subjects, to also be included in the ordinance books. This project gathers 50 years of information in one volume, which will make it much easier for the Township staff and residents to use.

Mr. Piersol announced that the Township finalized the acquisition of two open space parcels along Rock Raymond and Dowlin Forge Roads from the Tischler family on Thursday, December 16th. These are the first acquisitions from our Open Space Program. We acquired a fee simple interest in a 2-acre parcel from Philip and Krisztina Tischler. The Township plans to create a parking area for access to the cross-Township walking trail we hope to construct, which would provide access to the Struble Trail approximately ½ mile north of these properties on Dowlin Forge Road. The other acquisition was a conservation easement, which eases the property in perpetuity from development. These properties were key acquisitions for our walking trail.

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The final sale of the Moore property was completed December 23rd. Ted and Ann Trethewey, residents of the Township, now own this property. They are planning to rent the second floor as two efficiency apartments, and hope to create a café/coffee shop on the first floor.

Bills for the Township real estate and hydrant taxes, along with our Refuse and Recycling fees, will be processed by Berkheimer Associates for 2005. The bills will be combined into one tax bill, all to be due March 1st for 2005. We had difficulties transferring the data from the existing program to Berkheimer Associates, due to a delay getting exporting the data. This work was completed January 18th, and Berkheimer Associates is building the database on their system. We expect bills to be mailed in early February. Mr. Piersol is currently working to calculate the amount of the hydrant fee, which will be based on the cost of providing the fire hydrants divided equally among each property owner who benefit from a hydrant being located within 780 feet of their property. The cost per household is expected to be approximately \$15 per year. The residents and businesses subject to the hydrant tax should receive a reduction in their fire insurance premiums greater than the amount of this tax. Aqua-Pennsylvania provided Mr. Piersol with a list of activated fire hydrants and those waiting to be activated. He is in the process of confirming that the list is accurate.

Later this evening, the Supervisors will consider Resolution 04-21, which outlines the methods and agencies chosen to provide emergency services in East Brandywine Township. This resolution is normally done during the Township Reorganization meeting in early January. The Minquas Fire Company of Downingtown (Station 46) has decided to add Advanced Life Support (ALS) service in areas where they provide Basic Life Support ambulance transport service. Presently, ALS service is provided by Medic 93 of Brandywine Hospital. The Supervisors have agreed to assign a territory to Medic 46 based on road access and proximity. With the Supervisor's approval, this re-districting will occur effective January 1, 2005.

Report: Building Inspector/Zoning Officer – Report for December 2004

Mr. Piersol read the Building Inspector/Zoning Officer's Report for December 2004. There were 11 building permits issued, 14 use and occupancy permits issued, and 65 inspections conducted during the month.

Report: Building Committee

At their December 15, 2004 meeting, the Board of Supervisors accepted a proposal from architect, Patrick Szustak Architect for re-designing our new Administration, Police and Public Works buildings.

The Building Committee met with Pat earlier this month to begin the project. We discussed space needs for individual departments. Mr. Szustak will provide sketch plans for review within the next several weeks.

The project is planned to go to bid in April or May of this year with a start date in July. Construction is expected to take ten to twelve months.

Review of proposals for Land Development Plan for planned Township Complex

We have received proposals from Gregg Bogia of Stackhouse Bensinger, Inc. of Sinking Springs and Joe Hunt of Yerkes Associates of West Chester. Both proposals are comparable. Stackhouse Bensinger provided the previous land development plan and is familiar with the project. The Building Committee was pleased with their work. The proposals are as follows:

Stackhouse Bensinger Inc.: \$28,500.00

Yerkes Associates, Inc.: \$29,300.00

It is Mr. VanLew's recommendation that East Brandywine Township hire the services of Stackhouse Bensinger, Inc of Sinking Springs Pennsylvania for land development plan services for our new Municipal Complex at a cost of \$28,500.00.

Mr. Voltz made a motion to retain the services of Stackhouse Bensinger, Inc. to complete the land development plan for the proposed Township complex. Chairman Kirkner seconded the motion, with both voting Aye.

Report: Roadmaster's Report

Resident Chipping

During the year of 2004 we chipped for 307 residents and collected \$1,245.00 in fees. We started charging for our services in 2004 due to some residents taking advantage of our chipping service. Charging has reduced the number of stops by half, but only reduced amount of material collected by about 15%. All residents except one paid last year.

We chip approximately every two weeks, usually on Mondays. Residents can call the Township to schedule pickup for the next available date. Residents get one stop, up to a half hour for free each calendar year. On the second trip, or if chipping lasts longer than one-half hour we will charge \$15.00 for each additional fifteen minutes. Chips are available to East Brandywine Township residents delivered free of charge.

Leaf Collection

We collected 243 tons of leaves during the past year which is up from 177 tons during 2003. That is about a 40% increase. Our spring collection dates are the weeks of April 11th and 25th. Leaf compost should be available in late spring.

Projects planned for 2005

Replacement of Buck Road Bridge, approximate cost is \$165,000.00.

Installation of drainage along Crawford Road, budgeted at \$40,000.00.

Tree removal and widening of North Buck Road, budget is \$30,000.00.

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Report: DARC

Mr. Voltz stated that last year East Brandywine Township residents comprised 8.2% of those participating in DARC programs.

Executive Director Mike Serzan would like to distributed youth activity flyers in the schools two to three times a year. This would allow DARC to promote programs that benefit children in the schools. The School District hasn't allowed flyers to be distributed for the past several years, but Mr. Serzan will contact the School Board to try and get permission to do this.

Mr. Serzan will be attending various Board of Supervisors meeting in the spring to discuss the various programs offered by DARC for Township residents. He is asking all municipalities if DARC can add a link to their web sites.

Report: Brandywine Regional Police Commission

For 2005, the Brandywine Regional Police meeting will be held on the fourth Monday of each month in the Police Building located at 1214 Horseshoe Pike in Guthriesville.

The Regional Police Department has been awarded a \$15,000 grant from the Arcadia Foundation. This money will be used for training and supplies to be used by the Accident Reconstruction Team.

Part-time police secretary Roxanne DeCarlo has accepted a full-time position with the Department, effective January 1, 2005.

Report: Police Chief - Police Activity Report for December 2004

Chief Kocsi read the monthly activity report for December 2004, as follows:

Investigations	172	Traffic Citations	99
Traffic Warnings	29	Traffic Accidents	24
Criminal Arrests	8	Summary Arrests	1

The Brandywine Regional Police will be conducting a speed check along Hopewell Road this Saturday. Officer Ferraro will be attending the Soapbox Derby at Hopewell Church and will be clocking the derby cars to make sure they stay within the speed limit. Those boy scouts found speeding will be issued a special BRP citation.

Report: Fire Company's Activity Report for December 2004

Mr. Piersol read the Fire Company Activity Report for the month of December 2004, as submitted by Fire Chief James Witmer. There were 41 total fire calls and 41 total QRS calls. The estimated fire damage was \$727,200.00. Mr. Piersol stated Chief Witmer would provide the 2004 year report for next month's meeting.

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Mr. Piersol will arrange for another meeting with the East Brandywine Township Board of Supervisors and the West Brandywine Township Board of Supervisors to discuss funding for the East Brandywine Township Fire Company.

Subdivision: DeCovny Tract

Mrs. Smedley reported that the Planning Commission is recommending the Board accept an extension to review this subdivision application until March 1, 2005. Mr. Voltz made a motion to accept the extension until March 1st. Chairman Kirkner seconded the motion, with both voting Aye.

Additional Public Comment

Chairman Kirkner asked if there were additional public comments. There were none.

Adjournment

There being no further business, Mr. Voltz made a motion to adjourn the meeting. Vice-Chairman Kirkner seconded the motion, with both voting Aye. The meeting was adjourned at 8:15 P.M.

Respectfully submitted,

Mary Beth Smedley
Secretary/Treasurer