

**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES – December 1, 2009**

I. CALL TO ORDER

The regularly scheduled meeting of the Thornbury Township Board of Supervisors was called to order by Ed Travis at 7:16 P.M. in Thornbury Township's meeting room. In attendance were Supervisors Ed Travis, Chairman; Mike Gast, Vice-Chairman; Robert Miller, and Lou Gagliardi Board Members, Kathy Labrum, Esq., Solicitor. An executive session was held before the regularly scheduled meeting to discuss a personnel matter.

II. ADMINISTRATOR REPORT

1. The Historic Resources Survey Data and the related update to the Comprehensive Plan were forwarded to the County's Vision Partnership Program for review on 13 November, 2009. The review period is 30 days and after they have provided comments and we have factored them in, it will go to the Chester County Planning Commission for the Act 247 review which is a 45 day review. Copies were also sent to Thornbury Township, Delaware County; Birmingham Township; Westtown Township; and the West Chester Area School District for their review and comment.
2. The soil testing has been completed for the parking expansion project at the Town Center. There wasn't
3. Yerkes has prepared a punch list for the paving work done on South Westbourne and Cheyney Roads. They will recommend holding back some of the payment till they finish the punch list.
4. Mr. Hammond of Penn Oaks Golf Club met with representatives from Cheyney University to see about establishing a golf program/instruction for Cheyney students at Penn Oaks. Penn Oaks works with several high schools and colleges in the area.
5. On November 16, we received the final general permit from DEP for the bridge crossing area at Waln Run Park.
6. Ed Travis met with Greg Cook of Home Town Press (the folks who produce our newsletter) on November 17th. He stated that the company was not making money on our newsletter because they have not been getting enough advertising to cover costs. Greg Cook suggested publishing the newsletter only twice a year instead of four. Ed Travis agreed that we would skip the winter issue this time but wanted to publish four times per year. Ed Travis offered to get him the names and phone numbers of additional businesses "near" Thornbury.

7. Teresa has arranged for Judge Kraut to be at our January 4, 2010 organization meeting to handle the swearing in of our newly elected Township officials.
8. The Township responded to an inquiry from Senator Pileggi's office regarding a Thornbury resident who claimed the Township has ignored his requests to petition the state to lower the speed limit on Westtown-Thorntown Road. Provided Senator Pileggi's office with correspondence which showed the Township had requested a turnback of Westtown-Thornton Road in 2007 (which had gotten no response from PennDOT) and had collected speed and traffic volume data on Westtown-Thornton Road in 2008 which showed that the average speed was 4 miles under the posted speed limit.
9. Ed Travis requested that the Road Master place the traffic counter at several locations in the vicinity of the Hollow.
10. Ed Travis met with Carl Williams, Cheyney University; Mike Conrad, Yerkes Associates; and Peter DuFault, Thornbury Township Planning Commission concerning the improvements Cheyney will be making to its Science and Technology Building which is located in our Township.
11. Ed Travis met with Joe Farrell of Meadowcroft Church concerning the amount due to the Township for 14 trees removed from the site. Mr. Farrell provided the actual cost that he would pay for the 14 trees in question versus the estimate given the Township by Simone Collins (\$4,958.90 vice \$9,100.00). The difference between the two costs is the actual planting of the trees.
12. Ed Travis attended the Route 202 Section 100 Stakeholders meeting on November 30th 2009. They are finally getting to a point where they have a design to improve Route 202.

Bob Miller suggested we talk about our process of hiring a new Township Manager.

Ed Travis noted that we have received a total of 17 résumés for the position. The screening committee is now working on it.

Mike Gast noted that the committee is meeting tonight to make initial selections who will be interviewed by the committee. Once the committee has interviewed its initial selections, it will recommend candidates to be interviewed by the Board.

III. PUBLIC COMMENT PERIOD

Ed Travis opened the meeting for public comment against any agenda items.

A. J. Coco, Brinton Village HOA, noted that they had comments regarding the Brinton Village escrow release.

IV. AGENDA BUSINESS:

1. Brinton Village Escrow Release # 17 - \$ 101,680.00

Ed Travis noted that the release is for the planting of trees. There is a letter from Simone Collins & also from Yerkes Associates supporting the release of the funds.

Bob Miller noted that the Yerkes letter supported the release but noted a concern from a neighboring lot's engineer.

A.J. Coco stated he did not believe that the planting of the trees was in conformance with the plans. In addition there are some holes dug that do not have anything planted in them, and that during the planting process sod was torn up by equipment used to plant the trees.

Mike Gast inquired if there is a contingency for replanting trees and also has the HOA ever talked to Benson Homes.

A. J. Coco noted that he had several conversations with the VP of Benson homes regarding the matter but that person no longer worked for Benson.

Ray Wolfe noted that he talked to Justin Keller from Simone Collins who said he could not set up a meeting with them unless the Township approves it.

Bo Erixson noted that he has had several meeting with Simone Collins & the trees were inspected and they have followed the plans. Mr Erixson expressed a willingness to work with the homeowners & the HOA. Mr Erixson stated he had never heard of any of these issues until tonight.

Mike Gast noted that Simone Collins should also be involved in these discussions.

Lou Gagliardi suggested that we release \$80,000.00 and then have a meeting to resolve these issues.

Bob Miller suggested that someone from the Board also be in attendance of the meeting.

Louis Huff noted that there was a lot of sod damage.

Lou Gagliardi motioned to approve the Brinton Village Escrow release # 17 in the amount of \$81,680.00 with the balance of \$20,000.00 to be released

pending a meeting with Simone Collins, the Builder and the Township. Bob Miller seconded the motion. All were in favor. Motion carried.

2. Brinton Village Escrow Release # 18 - \$ 24,000.00

Ed noted that this isn't on the Agenda, but Benson is requesting a release of \$24,000.00 as part of the contingency line item. It is for a Rock wall and drainage piping.

Bo Erixxon noted that these items are not on the plan but are needed to resolve safety issues. This release is for items that have been done already.

Bob Miller inquired if these funds are for a fence.

Bo Erixxon noted that these funds are for items that are done already. Mike Conrad recommended they be taken out of the contingency line item.

Ed Travis noted some of the money is for engineering expenses to resolve the water pooling problem on the south side of route 926.

Kathy Labrum noted that these line items are items that are done above and beyond the planned items. They were not escrowed.

Bob Miller asked the Township Solicitor her opinion of the release.

Kathy Labrum noted she has never seen anything like this before.

Lou Gagliardi noted he isn't comfortable with this release and we should table this till the 15th.

Bo Erixxon suggested releasing the money pending an explanation from Mike Conrad that was acceptable to the solicitor.

Lou Gagliardi motioned to approve the Brinton Village Escrow release # 18 in the amount of \$24,000.00 contingent on Mike Conrad and Kathy Labrum resolving the above issues tomorrow. Bob Miller seconded the motion. All were in favor. Motion carried.

3. Update to the Township's Personnel Manual

Ed Travis noted that we wanted to amend the Township's personnel manual.

Kathy Labrum suggested the following language:
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Motion to Amend Section 5-3 Medical Insurance of the Thornbury Township Personnel Manual to read as follows:

5-3 Medical Insurance

Regular full time employees shall be eligible to participate in the Township's insurance plan.

Regular part-time employees with at least one year of service and an average of thirty (30) hours per week employment during the previous twelve (12) month period shall be eligible for individual coverage under the Township's medical insurance plan, with the Township paying eighty percent (80%) of the cost of the individual coverage for such part-time employee. The medical insurance plan may be changed from time to time at the discretion of the Board of Supervisors. A copy of the current plan is on file at the Township office.

Bob Miller motioned to approve the update of the Township's personnel manual as read by Kathy Labrum. Mike Gast seconded the motion. All were in favor. Motion carried.

4. Approval of the S P C A's Contract

Ed Travis noted that this is a yearly contract. There are two options to choose from:

- \$1,485.00 with a \$20.00 charge for each animal pick up.
- \$100.00 administration fee with a quarterly billing of \$35.00 for each animal pick up.

Bob Miller inquired about the different options on the contract and if we have budgeted for it.

Ed Travis noted that the Township normally has opted for the most comprehensive option, #1 because we get better coverage for the Township. Ed Travis also noted that the amount for Option #1 is in the 2010 proposed budget.

Mike Gast motioned to approve the 2010 SPCA Contract, going with Option #1. Lou Gagliardi seconded the motion. All were in favor. Motion carried.

V. OTHER MATTERS

Lou Gagliardi noted that he would like to cover a few topics before he finishes his term:

1. Given the Penn Oaks expansion and the probable resultant increase in traffic in and out of the facility, there may be an opportunity to meet with

Birmingham Township to improve the Route 202/Penn Oaks Drive intersection.

2. Give some thought to welcome signs for the Township.
3. The current Board should do a better job of reaching out to Bob Anthony and Percy Neall.
4. Give some thought to having a baseball field in the Township.

VI. ADJOURNMENT

Lou Gagliardi motioned to adjourn the meeting. Bob Miller seconded the motion. All were in favor. Motion carried.

Respectfully Submitted,

Ed Travis