

**WEST PIKELAND TOWNSHIP
1208 KIMBERTON ROAD
CHESTER SPRINGS, PA. 19425
BOARD OF SUPERVISORS
BUSINESS MEETING OF AUGUST 22, 2005**

The Board of Supervisors of West Pikeland Township met at 7:30 p.m. at the Township Building, 1208 Kimberton Road, Chester Springs. Those in attendance were Chairman Harold Hallman III, Vice-Chairman Linda Glaum, Member William Cracas, Township Manager Norman Long, Chief of Police Shane Clark, Director of Facilities Harry Miller, Solicitor James McErlane, and Administrative Assistant Joan Matthews.

Pledge of Allegiance

Chairman Hallman III opened the meeting with the salute to the flag.

Meeting Minute Approval

Mr. Cracas made a motion to approve the minutes of the July 18, 2005 Business Meeting of the Board of Supervisors. Vice-Chairman Glaum seconded the motion with all voting Aye.

Reports

Treasurer's Report

Mr. Cracas read the Treasurer's Report for the month of July 2005. The report is on file and available for review at the Township office.

Chairman Hallman III made a motion to approve the Treasurer's Report. Vice-Chairman Glaum seconded the motion with all voting Aye.

Mr. Cracas made a motion to approve the bills submitted. Vice-Chairman Glaum seconded the motion with a vote of 2-1. Chairman Hallman III abstained from voting due to his receipt of the report since he had insufficient time to review the bills submitted.

Mr. Cracas announced that he would like to see all Township employees track daily tasks performed. The tracking is to include the amount of time spent on each task. Mr. Cracas stated that a feasibility study of time spent on specific tasks needs to be analyzed to determine if existing fee schedules are adequate in funding the expenses incurred by personnel. Mr. Cracas used the example of time spent by the Administrative staff processing Building/Zoning permits and the extensive research time regarding request for information forms submitted by residents and the public. Chairman Hallman III asked Mr. Cracas to assist in developing a form that would simplify the recording of tasks and time and review the form with the Board. Mr. Cracas further stated that such a study is essential in determining future budget revenues and expenditures.

Police

Chief Shane Clark read the July 2005 Police Report. The Report is on file and available for review at the Township office.

Building/Zoning

Mr. Long read the Building/Zoning Report for the month of July 2005. The Report is on file and available for review at the Township office.

Planning Commission

Mr. Miller noted that the Planning Commission reviewed the Landis, D'Agostino, and Hircock/Perry Subdivisions at their meeting on August 8, 2005.

Mr. Miller reported that the Landis "Yellow Springs Farm" Subdivision has been revised to the original plan of seven lots. Mr. Landis was advised by the Planning Commission that a variance will be needed due to the existing barn having a non-conforming set back to the proposed lot line. Mr. Cracas requested that the variance application be reviewed since no hardship has been created by the Township. Mr. Long will consult with the Township Engineer.

Mr. Miller stated that the D'Agostino "Fox Meadows" Subdivision plan still is in need of the require revisions. Mr. D'Agostino will submit the revised plans to the Planning Commission for their review and comments for the Board of Supervisors.

Mr. Miller advised that the Planning Commission has approved the Hircock/Perry Subdivision and have submitted their recommendation to the Board of Supervisors for final approval.

Road Department

Chairman Hallman III reported that the Road Department is continuing road bank mowing after experiencing an unfortunate two week setback due to equipment failure.

Chairman Hallman III stated that meetings are continuing with the current road contractor E. J. Breneman. The Contractor is completing full depth reclamation and cold place recycling to various roads as per the 2005 Road Contract.

Chairman Hallman noted that the Road Department responded to emergency call outs on July 27, 2005 for tree removal on Street, Art School and Horseshoe Trail Roads. Chairman Hallman III noted that the Township used his personally owned \$35,000.00 chipper to grind tree debris.

Chairman Hallman III also noted that the Road Department completed inspections on curb replacements, tree trimming, road recycling, completed equipment repairs, and finished replacing 120 lineal feet of lateral pipe on Dewees Lane.

Chief Clark wished to express his appreciation for the recent trimming of tree canopies along various Township roads by Ullman's Tree Service. Mr. Long stated that the

trimming will allow better access for emergency vehicles. Mr. Cracas stated that two complaints were received by the Township office regarding traffic delays on Davis Road while trees were trimmed. Mr. Cracas noted that he visited the worksite on Davis Road several times and found Ullman's Tree Service to be very professional and considerate to motorist. Mr. Cracas stated that he would like emergency personnel to complete an inspection of Township roads to evaluate and determine additional tree service. Mr. Long wished it noted that Davis Road was the only location of complaints received by the Township during tree trimming services throughout the entire Township.

Fire Companies

Chairman Hallman III read the July 2005 West End Fire Company and Kimberton Fire Company reports. Lionville Fire Police Captain Barbara Yagle read the Lionville Fire Company Report for July 2005. The reports are on file and available for review at the Township Office.

Vice-Chairman Glaum made a motion to accept the reports as read. Mr. Cracas seconded the motion with all voting Aye.

Old Business

Tent Permits

Mr. Cracas made a motion that West Pikeland Township exempt all registered 5013C charitable institutions from any and all tent permit fees associated with any tent used in a charitable or non-profit activity. The organization using the tent will provide a certificate that the tent(s) used comply with all applicable fire laws. The permit applicant must be responsible for hiring a Third Party Inspection agency to conduct any inspections. Mr. Long requested the opportunity to have the motion reviewed by the Building/Zoning Officer for compliance with the current Building Code. Chairman Hallman III asked that the motion be tabled until further review and be considered for adoption at the next Business Meeting in September 2005.

Mr. Cracas made a motion to accept the Old Business. Vice-Chairman Glaum seconded the motion with all voting Aye.

New Business

Resignation of Positions in the Park and Recreation Committee

Mr. Cracas made a motion to accept the resignations of Patricia McGlone and Charles Knapp from the Park and Recreation Board. Mr. Cracas directed the Township Manager to send letters of regret on their resignation and appreciation of their service. Vice-Chairman Glaum seconded the motion with all voting Aye.

Chester Springs Grant Application

Mr. Long informed the Board that the Chester Springs Studio has made a matching grant application to the Pennsylvania Council on the Arts for an annual Local Government Grant. The total Grant request is in the amount of \$4,000.00 with the matching amount

from the Township in the amount of \$2,000.00. Vice-Chairman Glaum stated that she would like the grant application approval be conditioned upon the completion of the kiln fencing requirement as stipulated in a grant awarded by the Township to the Studio in 2001. Mr. Jim Harris, a volunteer of the Studio expressed surprise that a plan for fencing he had designed for the wood area of the kiln had not been submitted by the Studio to the Township.

Mr. Cracas made a motion to authorize the Township Manager to execute the matching grant application to the Pennsylvania Council on the Arts committing the Township to match no greater than \$2,000.00. Mr. Cracas further instructed the Township Manager to forward a second letter to the Chester Springs Studio that the Township will not entertain any other grants until the Studio complies with the stipulations set forth in the 2001 grant. Vice-Chairman Glaum seconded the motion with all voting Aye.

Resolution 2005-08-15 Hircock/Perry Subdivision Approval

Mr. Long presented Resolution 2005-08-15 to grant final approval of the David Hircock and Caroline Perry Subdivision Plan. The plan proposes conveying .26 acres of the David Hircock and Caroline Perry 4.135 acre tract located on Yellow Springs Road to adjacent property owners Kenneth Peck and Suzanne E. Peck. The Subdivision will include an explanatory note to the plan indicating a walking trail easement to be offered for dedication to the Township.

Upon review of the Resolution, Chairman Hallman III informed the Board of the existing garage apartment as a second dwelling on the David Hircock and Caroline Perry tract. The second dwelling causes a question to conformity to the regulations of minimum lot size as stated in the West Pikeland Township Zoning Ordinance. Mr. Long requested that adoption of the stated Resolution be tabled until the September 2005 Business Meeting of the Board of Supervisors. Mr. Long will review the reduction of the size of the lot in relation to the content of the second dwelling.

Vice-Chairman Glaum made a motion to table the adoption of Resolution 2005-08-15 until a review is completed in regards to the reduction in size of the 4.135 acre tract and the relation of the Zoning Ordinance regulations in reference to the content of a second dwelling. Mr. Cracas seconded the motion with all voting Aye.

Time Extension Landis "Yellow Springs Farm" Subdivision

Mr. Cracas made a motion to grant a time extension for the Landis "Yellow Springs Farm" Subdivision to September 30, 2005. Vice-Chairman Glaum seconded the motion with all voting Aye.

Mr. Cracas made a motion to accept the Old Business. Vice-Chairman Glaum seconded the motion with all voting Aye.

Announcements

Anselma Mill Event

Janna Cracas announced that a live and silent auction with cocktails and light supper will be held on September 10, 2005 at Ker-feal to benefit the Mill at Anselma.

Balmoral Court Dedication

Mr. Jeff Hinks of Balmoral Court asked the Board what progress has been made on the Dedication of Balmoral Court. Mr. Long reported that he has applied for the remaining costs involved. Mr. Hinks asked for an itemized account of the invoices incurred with dates and engineer codes clarified. Mr. Hinks further requested that he be placed on the September agenda. Mr. Long informed Mr. Hinks that only Mr. D'Agostino can complete the required items that are needed for dedication. Mr. Cracas assured Mr. Hinks of Balmoral Court will be placed on the agenda of the Board of Supervisors Business Meeting of September 2005. Mr. Hinks further asked that the Township supply him a detailed list of the Township Engineers reviews, and reimbursements relative to the original dates.

Grant Applications

Vice-Chairman Glaum reported that she has been taking part of a series of research and activities for the purpose of obtaining grant funding. The funds are needed to develop programs to ensure the long term survival of the Township's heritage sites. Vice-Chairman Glaum noted that Township resident Robert Platter-Zyberk has given consultation and direction to the Township and has completed 71 hours of volunteer service.

Vice-Chairman Glaum read into the record a proposal, of which a copy is part of the meeting packets, to the Board of Supervisors from J. Plater-Zyberk, Ph.D requesting the Township enter into a consulting agreement fee of \$3,000.00 for the development of proposals and presentations of a Tourism Master Plan, Cultural Center Renovation, and Related Plans. Mr. Platter-Zyberk is requesting the fee due to the amount of time impacting his personal consulting business. The proposal indicated that he had been working with Vice-Chairman Glaum and Mr. Cracas. Vice-Chairman Glaum requested that the Board of Supervisors make a motion to accept such a consultant agreement. Mr. Cracas stated that such a consultant fee be contingent upon the specific grant application being awarded to the Township.

Vice-Chairman Glaum made a motion to approve the application to several grant sources that would facilitate the development of a "Tourism Master Plan". Mr. Cracas seconded the motion. Chairman Hallman requested that the Township Solicitor review the grant applications before final approval of the motion. Mr. Cracas and Vice-Chairman Glaum were in agreement of the Solicitor's review. Mr. Cracas tabled the motion until a Special Meeting of the Board of Supervisors that is to be held no later than September 7, 2005. Vice-Chairman Glaum seconded the motion with all voting Aye.

Adjournment

Chairman Hallman III made a motion to adjourn the meeting at 8:50 p.m. Vice-Chairman Glaum seconded the motion with all voting Aye.

Respectfully Submitted,

Norman J. Long,
Township Secretary