

Draft of 01/27/2012

CHADDS FORD TOWNSHIP
Organization Meeting
Tuesday, January 3, 2012
at 7:30 p.m.

Board of Supervisors' Meeting
Tuesday, January 3, 2012
at 8:00 p.m.

Officials Present:

George Thorpe, Chairman
Keith Klaver, Supervisor
Joe Barakat, Township Manager
Richard Jensen, Building Inspector & Zoning Officer
Donaghue and Labrum Representative
Mike Schneider, Pennoni Engineers
Barbara Biedekapp, Treasurer/ Assistant Secretary
Matt DiFilippo, Assistant Secretary – Treasurer

Organization Meeting Call to Order:

Supervisor Thorpe called the meeting to order at 7:30 p.m. asking Judge Cappelli to swear in Keith C. Klaver. Supervisor Thorpe reviewed the emergency exits.

Organization Meeting Nominations:

Upon motion for nomination and second (Klaver/ Thorpe), the Board of Supervisors (BOS) unanimously approved George Thorpe as Chairman.

Upon motion for nomination and second (Klaver/ Thorpe), BOS unanimously approved Deborah Love as Vice-Chairman.

Upon motion for nomination and second (Thorpe/ Klaver) BOS unanimously approved Keith Klaver as Secretary.

Organization Meeting Staff and Professionals Appointments:

Upon motion for appointment and second (Thorpe/ Klaver) BOS unanimously approved Barbara Biedekapp as Township (Twp.) Treasurer/ Assistant Secretary.

Upon motion for appointment and second (Klaver/ Thorpe) BOS unanimously approved Matthew B. DiFilippo as Assistant Secretary/ Assistant Treasurer/ Right To Know Officer; Joe Barakat as Township Manager/ Roadmaster/ Deputy Zoning Officer/

Assistant Secretary/ Emergency Management Coordinator; Richard Jensen as Building Inspector/ Code Enforcement and Zoning Officer; Len Warren of United Inspections as the Twp. Electrical Inspectors; Allan Stricker as Animal Control Officer; the firm of Donaghue and Labrum represented by Hugh Donaghue as Solicitor; the firm of Levitz and Pinto represented by Robert Pinto as the Twp.'s alternate Solicitor; Francis Sbandi, Esq. as Zoning Hearing Board (ZHB) Solicitor; Pennoni Engineers represented by Joe Mastronardo as Twp. Engineer, Traffic Engineer and Landscape Engineer; Pennoni Engineers represented by John Renzo as Sewage Enforcement Officer (SEO); Register Engineers represented by Jim Fritsch as alternate Twp. Engineer; Ray Ott as Land Planning Consultant, and Brandywine Conservancy as an additional Land Planning Consultant.

Organization Meeting Committee Appointments:

Upon motion for appointment and second (Klaver/ Thorpe) BOS unanimously approved William Mock to the Planning Commission term expiring 2015; Amanda Konyk to the Sewer Authority (SA) term expiring 2016; Joseph Vaites to the ZHB term expiring 2014; Michael DelRossi, Janet Ebert and David Poston to the Open Space Committee terms expiring 2013; Cindy Tobias to the Historical and Architectural Review Board (HARB) term expiring 2016; Gary Sharp, Jerome Heissler and Wayne Megill to the UCC Appeals for 2012; Vince DelRossi as Vacancy Officer for 2012; Joe Barakat to the Emergency Preparedness Committee.

Oaths of Office:

Thorpe asked all those present to rise to take the Oath of Office. Judge Cappelli swore in all present officials and appointments.

Organization Meeting Supervisor Liaison Appointments:

Upon motion for appointment and second (Klaver/ Thorpe) BOS unanimously approved Vice-Chairman Deborah Love as Liaison for the Planning Commission and Emergency Preparedness Committee; Supervisor Keith Klaver as Liaison for the SA and Open Space Committee; Chairman George Thorpe as Liaison for HARB, Lyme-Tick Task Force, and Civic Association.

Chairman Thorpe said that the BOS is waiting to appoint Financial Advisory Board (FAB) members at the February or March meeting.

Organization Meeting Task Force and Commission Appointments:

Upon motion for appointment and second (Thorpe/ Klaver) BOS unanimously approved the following Task Forces and Commissions: Brandywine Valley Scenic Byway

Commission, Brandywine Battlefield Task Force, Brandywine Struble Greenway Task Force, and the Rachel Kohl Community Library.

Organization Meeting Resolution Approval:

Upon motion and approval (Thorpe/ Klaver) BOS unanimously approved the following Resolutions:

2012—001: Official Depository Banks for Township Funds

2012—002: Mileage Reimbursement Rate

2012—003: Fire Protective Services Contract

2012—004: Fee Schedule

2012—005: Appointment of Berkheimer Tax Administrator as LST Collector for 2012

2012—006: Appointment of Berkheimer Tax Administrator as BPT Collector for 2012

2012—007: MS-339 Annual Application for County Aid Requesting \$10,000

2012—008: Exemptions from the Chadds Ford Township Temporary Sign Regulations

Final Motions of Organization Meeting:

Upon motion and approval (Klaver/ Thorpe) BOS unanimously approved to advertise the BOS meeting schedule; appoint Vice-Chairman Love as the official delegate to PSATS; to establish bonding for Twp. Officials at \$300,000 for the Treasurer and Assistant Treasurer and \$10,000 for the Constable; the Delaware County Daily Times designated as the newspaper of general circulation for publication of Twp. notices; the “10 Day Rule” where all agenda items for an upcoming BOS meeting must be submitted to staff 10 days prior to the meeting.

Call to Order, Regular BOS Monthly Meeting:

Chairman Thorpe called the Meeting to order.

State Police Report:

No report was given.

Approval of Minutes:

Chairman Thorpe deferred the approval of various previous minutes from the month of December to the next BOS meeting in February.

Supervisors' Report:

Chairman Thorpe reported that himself, Supervisor Klaver, Manager Barakat and Asst. Secretary DiFilippo met prior to the Organization Meeting to hold a workshop and review various topics, resolutions, appointments, and prepare the agenda.

Supervisor Klaver reported that on December 19 himself, Chairman Thorpe, Vice Chairman Love and past Chairman Paul met to review 2012 appointments.

Manager's Report:

Manager Barakat submitted a written report. He reported that the Municipality outdoor lights are now staying on seven days a week from 4:30 P.M. until 6:00 A.M. because of the theft of the copper downspouts carried out two nights in December, an estimated loss of \$4,500. He also reported that he's researching LED lighting which will be more energy efficient, and a security system in response to this theft.

Mr. Barakat recommended release of the funds held in escrow for a grading permit for Brian McFadden, 1421 Wilmington Pike.

Upon motion and approval (Klaver/ Thorpe) BOS unanimously approved the release of a grading escrow of \$800.00 to Brian McFadden of 1421 Wilmington Pike.

Chairman Thorpe spoke a bit about the theft of the downspouts, and the theft at Sunoco Station.

Treasurer's Report:

Manager Barakat presented the Treasurer's report. There was \$117,011.16 in recorded deposits since the prior meeting, and \$236,330.21 in accumulated bills. \$166,013.68 of the bills is for the road program contractor, Innovative Construction, \$49,000 which will be paid from the Liquid Fuels fund.

Upon motion and second (Klaver/ Thorpe) BOS unanimously approved to pay the bills in the amount of \$236,330.21.

Building Inspector and Code Enforcement Officer:

Inspector/ Officer Jensen submitted a written Building Permit report. He added that the ZHB met and approved the planned Wyeth Studio special exception for the Brandywine Conservancy, and that ZHB asked Garnet Ford to give more details about sign layout because it's around 150 square feet they're adding to the building. The Historic Architectural Review Board met and approved the Lisk property roof on Creek Road that had already been installed.

Supervisor Klaver asked when will the ZHB meet again to review Garnet Ford's request; Inspector/ Officer Jensen confirmed that it would be January (this month).

Chairman Thorpe discussed vegetation at Garnet Ford, and Inspector/ Officer Jensen questioned if it was on a plan, said that he needs a plan for it to be addressed (or it needs to be in the minutes). Manager Barakat discussed the plan, too and how it was re-affirmed last January, 2011, found it on the server and reported that it does show plantings. Inspector/ Officer Jensen responded that the plan will be re-affirmed again and recorded because the 90-days are up.

Engineer's Report:

Mike Schneider on behalf of Joe Mastronardo reported that Pennoni submitted a written report. He thanked the BOS for again appointing Pennoni Associates as the Twp. Engineer. He reported that one item on the written report required BOS action and that was certificate of payment for the 2011 Road Program to Innovative Construction; however, it was approved under the Treasurer's report so no separate motion and approval was taken.

Old Business:

No old business reported.

New Business:

Manager Barakat recommended approval that Asst. Secretary DiFilippo become a notary.

Upon motion and second (Thorpe/ Klaver) BOS unanimously approved Asst. Secretary DiFilippo to become a notary with an expenditure of \$400.00.

Committee Reports:

No committee reports.

Public Comment:

No public comment.

Upon motion and second (Thorpe/ Klaver) BOS unanimously approved to adjourn the meeting at 8:17 P.M.

Respectfully submitted,

Matt DiFilippo, Assistant Secretary – Treasurer