

**Chadds Ford Township Board of Supervisors Meeting
January 7, 2008
M I N U T E S**

OFFICIALS PRESENT: George M. Thorpe, Supervisor
Deborah Love D'Elia, Supervisor
Garry Paul, Acting Chairman
Hugh A. Donaghue, Acting Township Solicitor
Brittany Hackman, PE, Acting Township Engineer
Richard J. Jensen, Acting Building Inspector/CEO
Maryann D. Furlong, Acting Secretary/Treasurer

Prior to the beginning of the meeting, Mrs. Love D'Elia was sworn in as Township Supervisor by District Justice Richard J. Cappelli.

ORGANIZATION MEETING

The meeting was called to order at 7:39 PM with the reciting of the Pledge of Allegiance. Mr. Thorpe pointed out emergency exits. Mr. Paul will act as Chairman and Mrs. Furlong as Township Secretary/Treasurer until official appointments were made.

APPOINTMENT OF CHAIRMAN OF BOARD OF SUPERVISORS

Acting Chairman Paul opened the floor for nominations for the position of Chairman, Board of Supervisors. Mrs. Love D'Elia nominated George Thorpe. There being no others, nominations were closed.

MOTION TO APPOINT CHAIRMAN, BOARD OF SUPERVISORS

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed George M. Thorpe to serve as Chairman. Mr. Thorpe assumed the Chair.

APPOINTMENT OF VICE CHAIRMAN OF BOARD OF SUPERVISORS

Chairman Thorpe opened the floor for nominations for the position of Vice Chairman, Board of Supervisors. Mr. Paul nominated Deborah Love D'Elia. There being no others, nominations were closed.

MOTION TO APPOINT VICE CHAIRMAN, BOARD OF SUPERVISORS

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Deborah Love D'Elia to serve as Vice Chairman.

APPOINTMENT OF TOWNSHIP OFFICIALS

The Chairman opened the floor for nominations of various Township officials.

APPOINTMENT OF TOWNSHIP SECRETARY

Upon motion and second (Paul, Love D'Elia), the Board of Supervisors appointed Maryann Furlong to serve as Township Secretary/Treasurer.

APPOINTMENT OF CODE ENFORCEMENT/ZONING OFFICER/BUILDING INSPECTOR

Upon motion and second (Love D'Elia, Thorpe), the Board of Supervisors appointed Richard J. Jensen. Fees to be set at:

Zoning	70%
Building	35%
Plumbing	60%
Grading	70%
Well Permits	60%
HVAC Permits	60%
Certificates of Occupancy (w/o permits)	70%
Certificates of Occupancy (w/permits)	35%

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APPOINTMENT OF ELECTRICAL INSPECTOR

Upon motion and second (Paul, Love D'Elia), the Board of Supervisors appointed Code Inspections, Inc.

APPOINTMENT OF PLANNING COMMISSION SECRETARY

Upon motion and second (Thorpe, Paul), the Board of Supervisors appointed Gail G. Force.

APPOINTMENT OF ROADMASTER

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Joseph Barakat.

APPOINTMENT OF FIRE MARSHALL

Upon motion and second (Thorpe, Love D'Elia), the Board of Supervisors appointed Philip A. Wenrich.

APPOINTMENT OF ANIMAL CONTROL OFFICER

The Township Solicitor explained the proposed scope of service contract with the Delaware County SPCA and recommended approval.

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors authorized a contract with Delaware County SPCA for animal control services.

APPOINTMENT OF TOWNSHIP SOLICITOR

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed the firm of Donaghue and Labrum, specifically Hugh A. Donaghue, as Township Solicitor.

APPOINTMENT OF ALTERNATE TOWNSHIP SOLICITOR

Upon motion and second (Love D'Elia, Thorpe), the Board of Supervisors appointed Robert L. Pinto as alternate Township Solicitor.

APPOINTMENT OF ZONING HEARING BOARD SOLICITOR

Upon motion and second (Love D'Elia, Thorpe), the Board of Supervisors appointed Francis T. Sbandi as Zoning Hearing Board Solicitor.

APPOINTMENT OF TOWNSHIP CONSULTANTS

APPOINTMENT OF PROFESSIONAL CONSULTANTS

The Chairman opened the floor for nominations of various Township positions. Mr. Paul made the following nominations:

- Pennoni Associates, Inc. – Township Engineer, specifically Joseph A. Mastronardo, PE
Traffic, Engineering & Landscaping Services
- Pennoni Associates, Inc. – Sewage Enforcement Officer, specifically John Renzo, SEO
- Jim Fritsch, PE, Register Associates – Alternate Township Engineer
- Brandywine Conservancy – Additional Consultant

There being no other nominations, nominations were closed.

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed the persons and firms noted above to serve in the specified Township positions.

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APPOINTMENTS TO COMMITTEES

The Chairman opened the floor for nominations to various Township committees.

PLANNING COMMISSION

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Maurice Todd, term to run through 12/31/2011.

SEWER AUTHORITY

Upon motion and second (Thorpe, Paul), the Board of Supervisors appointed Roland Martin, term to run through 12/31/2012.

Mrs. Love D'Elia made note that none of the current Sewer Authority members live in sewer districts and suggested that the Supervisors continue to seek members who do live in such areas. Additionally, the Township Solicitor had confirmed Mr. Martin's eligibility to serve as a committee member because he is not a citizen of the United States.

ZONING HEARING BOARD

Upon motion and second (Thorpe, Paul), the Board of Supervisors appointed Robert Reardon, term to run through 12/31/2010.

OPEN SPACE COMMITTEE

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Debbie Reardon and Kathy Wandersee, terms to run through 12/31/2010.

HARB

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Gary Sharp and Sundari Balakrishnan, both certified architects, terms to run through 12/31/2012.

STANDING COMMITTEES

EMERGENCY PREPAREDNESS

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed Joseph Barakat, Richard Jensen, Bruce Prabel, Phil Wenrich and a representative of the Concordville Fire Company.

FINANCIAL ADISORY BOARD

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Mary Kot, Keith Klaver and Maryann Furlong.

UCC BOARD OF APPEALS

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed Joseph Vaites, Gary Sharp, Jerome Heisler and Frank Lamanna, Alternate, terms to run through 12/31/2008.

VACANCY OFFICER

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed Paul Koch, term to run through 12/31/2008.

RECYCLING TASK FORCE

Mrs. Love D'Elia announced the formation of the Recycling Task Force to address implementation of a recycling program in the Township. The Recycling Chairman will be asked to suggest additional Task Force members for approval by the Supervisors for a maximum of eight. Two members should represent the business community.

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Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Rhona Klein, term to run through 12/31/2008.

LOIS SAUNDERS PROCLAMATION

Mr. Thorpe proposed adoption of a Proclamation to honor Lois Saunders, former Township resident for her years of service and to authorize her continued participation as a non-voting member on the Open Space Committee and to provide guidance as a professional planner, despite relocation out of the Township.

Upon motion and second (Paul, Love D'Elia), the Board of Supervisors adopted the Lois Saunders Proclamation.

Board of Supervisor liaisons will be as follows:

Open Space	- Mr. Thorpe, Liason/Mr. Paul, Alternate
Sewer Authority	- Mr. Paul, Liason/Mr. Thorpe, Alternate
Emergency Preparedness	- Mrs. Love D'Elia, Liason/Mr. Thorpe, Alternate
Recycling Task Force	- Mrs. Love D'Elia

SCHEDULE OF PUBLIC MEETINGS FOR 2008

Proposed meeting dates for Board of Supervisors and all Township Committees were circulated for review. A copy of the schedule follows the minutes.

Upon motion and second (D'Elia, Paul), the Supervisors approved meeting dates for 2008.

ADOPTION OF RESOLUTIONS

RESOLUTION 2008-1 DESIGNATION OF OFFICIAL DEPOSITORIES

Upon motion and second (Paul, Love D'Elia), the Supervisors designated Commerce Bank, Sovereign Bank, First Keystone Federal and Eagle National Bank as official depositories for Township funds.

RESOLUTION 2008-2 COUNTY AID RESOLUTION

Upon motion and second (Paul, Thorpe), Supervisors approved the application to Delaware County for County Liquid Fuel funds for the 2008 Road Program.

RESOLUTION 2008-3 CONCORDVILLE FIRE 2008 CONTRACT

Upon motion and second (Paul, Love D'Elia), Supervisors approved the annual agreement between Chadds Ford Township and Concordville Fire and Protection Services.

RESOLUTION 2008-4 APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT TO AUDIT YEAR 2007 FINANCIAL RECORDS

Upon motion and second (Thorpe, Paul), the Supervisors appointed the firm of MervesAmon&Barsz as Township auditors for the purpose of conducting the Township and Tax Collector's audit for fiscal year 2007.

RESOLUTION 2008-5 APPOINTMENT OF BERKHEIMER TAX ADMINISTRATOR AS TOWNSHIP LOCAL SERVICES TAX COLLECTOR FOR 2008

Upon motion and second (Love D'Elia, Thorpe) the Supervisors appointed the firm of Berkheimer Tax Administrator to act as Township Local Services Tax Collector for 2008.

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RESOLUTION 2008-6 APPOINTMENT OF BERKHEIMER TAX ADMINISTRATOR AS TOWNSHIP BUSINESS PRIVILEGE TAX COLLECTOR FOR 2008

Upon motion and second (Love D'Elia, Thorpe) the Supervisors appointed the firm of Berkheimer Tax Administrator to act as Township Business Privilege Tax Collector for 2008.

DESIGNATION OF DELEGATE TO ANNUAL PENNSYLVANIA STATE ASSOCIATION OF TOWNSHIP SUPERVISORS ANNUAL CONFERENCE

Upon motion and second (Paul, Thorpe), the Supervisors appointed Deborah Love D'Elia as Township delegate to the Annual PSATS Conference.

The Treasurer's Bond has been established at \$900,000.

Appointed officials stood to introduce themselves. Garry Paul recognized Anthony Cutrona, former member of the Sewer Authority, for his five years of service and publicly acknowledged his contribution to the Township.

Mr. Thorpe recommend the HARB Committee consider changing its meetings from the first Monday of the month to another date further in advance of the Supervisors meetings. The current proximity in meeting times, only two days, does not allow sufficient time for review of applications.

Mr. Paul was glad to see that a number of applications for committee positions were received this year from various residents. Formal interviews were held for all who expressed an interest in serving.

The position of Township Auditor was vacant due to Valerie Hoxter's resignation. At 8:38 PM, the organization portion of the meeting was continued to Tuesday, January 8, 2008, 5:00 PM, for the purpose of making that appointment.

CONTINUED ORGANIZATION MEETING – JANUARY 8, 2008

The annual Organization Meeting of the Board of Supervisors was reconvened on Tuesday, January 8, 2008, at 5:00 PM. Chairman George M. Thorpe, Supervisor Garry Paul and Township Secretary Maryann Furlong were present.

Mr. Thorpe reported that there has not yet been a decision from the applicant for the Township Auditor vacancy. Additionally, due to the illness of one of the two remaining

auditors, the annual Auditor's meeting cannot be held tonight, January 8, 2008. A meeting will be scheduled as soon as possible.

BRANDYWINE VALLEY SCENIC BYWAYS COMMISSION APPOINTMENT

Upon motion and second (Thorpe, Paul), Mr. Thorpe and Mr. Paul appointed Debbie Reardon and Kathleen Goodier as Township representatives to the Brandywine Valley Scenic Byways Commission with terms to run from 01/08/2008 thru 12/31/2008.

The meeting is to reconvene on Thursday, January 17th at 5:00 PM.

CONTINUED ORGANIZATION MEETING CANCELLED – JANUARY -17, 2008

Due to adverse weather conditions, the meeting of Thursday, January 17, 2008 was continued to Thursday, January 24, 2008 at Noon. The change was duly noted in a legal advertisement published on January 23, 2008 in the Delaware County Daily Times.

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CONTINUED ORGANIZATION MEETING – JANUARY 24, 2008

The annual Organization Meeting of the Board of Supervisors was reconvened on Thursday, January 24, 2008, at Noon. Chairman George M. Thorpe, Supervisor Garry Paul and Township Secretary Maryann Furlong were present.

TOWNSHIP AUDITOR APPOINTMENT

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed resident Jill Egan, Webb Road, to fill the unexpired portion of Valerie Hoxter's term as Township Auditor. The term will run through December 31, 2009.

The Organization Meeting was officially closed at 12:14 PM.

REGULAR MEETING OF THE BOARD OF SUPERVISORS – JANUARY 7, 2008

OFFICIALS PRESENT:

George M. Thorpe, Chairman
Deborah Love D'Elia, Vice-Chairman
Garry Paul, Supervisor
Hugh A. Donaghue, Township Solicitor
Joseph A. Mastronardo, Township Engineer
Richard J. Jensen, Building Inspector/CEO
Maryann D. Furlong, Secretary/Treasurer

STATE POLICE REPORT (presented at 7:53 PM)

State Trooper Jeff Purcell, Media Barracks of the Pennsylvania State Police, reported the following incidents for December, 2007: 11 major crashes, 11 minor crashes, 3 DUIs, 1 theft, 3 vehicle break-ins and a robbery at Painters Crossroads Shopping Center. The Trooper also reported a woman being robbed as she exited Wachovia Bank, Painter's Crossroads Shopping Center.

BOARD OF SUPERVISORS MINUTES OF DECEMBER 4, 2007 & JANUARY 2, 2008

Due to the continuation of the Board's meeting of December 4, 2007 until January 2, 2008, minutes will be considered for approval at the February Board meeting.

SUPERVISORS REPORT

On December 15, 2007, Supervisors met to discuss personnel matters.

On January 2, 3, and 6, 2008, Supervisors interviewed applicants for Township committees.

On January 2, 2008, Supervisors met with the Township Solicitor regarding pending litigation.

TREASURER'S REPORT

Mrs. Furlong reported the following figures as of December 2007:

Total deposits to General Fund	\$	84,966.42
Total disbursements General Fund	\$	84,638.47
Cash Accounts Balances	\$	2,183,008.50
Additional General Fund Disbursements	\$	
		2,925.68

Additional bills included payments to Laura Kot for \$363.81, US Treasury for \$62.36, PA Department of Revenue 12.51 and Traveler's Insurance for \$2,487.00.

MOTION TO APPROVE TREASURER'S REPORT

Upon motion and second (Paul, Thorpe), Supervisors approved the Treasurer's Report for December 2007 and authorized payment of bills in the amount of \$87,564.15.

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FIRE MARSHALL REPORT

No report was available.

ROADMASTER'S REPORT/EMERGENCY PREPAREDNESS

Joe Barakat, Roadmaster, presented a report for the month of December, 2007

(copy follows).

Mr. Jensen asked the Roadmaster to look into a number of problems including an icing problem at the lower end of Heyburn Road; reflectors need to be replaced at several inlets on Bullock Road; leaning trees are blocking the line of sight on Ring Road and also on South Creek Road, and there is a large pot hole on Creek Road approaching Hanks.

EMERGENCY PREPAREDNESS

Please refer to Roadmaster's written report.

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

Mr. Jensen submitted a written report and accompanying checks for the month of December.

During 2007, Mr. Jensen completed ten (10) of sixteen (16) certification tests required by the Commonwealth. Mr. Jensen further asked to be excused from NIMS training.

TOWNSHIP ENGINEER REPORT

Joseph Mastronardo, Township Engineer, thanked the Supervisors for reappointing Pennoni Associates as Township Engineer. He said it has been a pleasure serving the Township and is looking forward to another year. Mr. Mastronardo reviewed activities during December, 2007 (report follows).

Mr. Mastronardo recommended the first/final release of improvement security escrow for the Painters Crossing (Crossroads) Three building.

MOTION FOR FIRST/FINAL RELEASE OF IMPROVEMENT SECURITY ESCROW – PAINTER'S CROSSING (CROSSROADS) BUILDING THREE

Upon motion and second (Thorpe, Love D'Elia), the Supervisors approved a Certificate of Total Completion for public improvements for Painter's Crossing Building Three and authorized release of the Letter of Credit in the amount of \$685,002.06.

PLANNING COMMISSION

Mr. Taylor, Chairman, reviewed a draft of minutes from the meeting of Wednesday, December 12, 2007 (draft follows).

ZONING HEARING BOARD

There were no applications for review scheduled.

SEWER AUTHORITY

Mr. Paul presented the monthly report for the Sewer Authority (copy follows).

HARB

No applications were pending, thus the HARB Board did not meet in December. Members are discussing a change in meeting dates.

OPEN SPACE COMMITTEE

Debbie Reardon, Chair, reported that although Open Space normally has no official December meeting, it was a very significant month because the Supervisors voted to adopt the Open Space Plan.

PUBLIC COMMENT

Bruce Prabel, Heyburn Road, reported that PECO is planning to remove approximately 400 trees from the utility easement portion of his property pursuant to a "scorched earth policy." Mr. Prabel said

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from a Township standpoint, this flies in face of Open Space Plan. His property sits in the Brandywine Battlefield National Historic District and is a wildlife refuge. He pled with anyone in the community with connections at PECO to intervene on his behalf.

Mr. Donaghue will have a draft Fee In Lieu Ordinance ready for consideration at the February Supervisors meeting. The Open Space Committee will be asked for comments.

Mr. Thorpe reminded everyone that the Organization Meeting will reconvene tomorrow, Tuesday, January 8, 2008, at 5:00 PM.

There being no further business, the regular meeting of the Board of Supervisors was adjourned at 9:27 PM.

Respectfully submitted,

MARYANN D. FURLONG
Township Secretary