Draft of 1.25.09

Chadds Ford Township Board of Supervisors Meeting
January 5, 2009
MINUTES

OFFICIALS PRESENT:

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

Two special hearings were held starting at 7:00 PM to take public comment on a Delaware County Block Grant Application and a revision to the Township's Local Service Tax Ordinance.

ORGANIZATION MEETING

The meeting was called to order at 7:40 PM with the reciting of the Pledge of Allegiance. Mr. Thorpe pointed out emergency exits. Mr. Paul assumed the position of Acting Chairman and Mrs. Furlong as Acting 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 Mrs. Love D'Elia and Mr. Paul 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. Thorpe nominated Deborah Love D'Elia. There being no others, nominations were closed.

MOTION TO APPOINT VICE CHAIRMAN, BOARD OF SUPERVISORS

Upon motion and second (Thorpe, Paul), Mr. Thorpe and Mr. Paul 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, Thorpe), the Board of Supervisors appointed Maryann D. 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 to serve as Zoning Officer/Building Inspector. 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%

APPOINTMENT OF ELECTRICAL INSPECTOR

Upon motion and second (Paul, Love D'Elia), the Board of Supervisors appointed United Inspection Agency, specifically Len Warren.

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 EMERGENCY MANAGEMENT COORDINATOR

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Joseph Barakat to act as interim contact pending appointment of an Emergency Management Coordinator.

APPOINTMENT OF FIRE MARSHALL

An appointment was postponed pending further clarification of Township codes and ordinances.

APPOINTMENT OF ANIMAL CONTROL OFFICER

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors authorized a contract with the 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

Supervisors authorized the Township Secretary to advertise the intent to replace elected auditors with the firm of MervesAmon&Barsz to perform the 2008 Township audit. The appointment will be considered at the February Board meeting.

APPOINTMENT OF TOWNSHIP ELECTED AUDITOR

Upon motion and second (Paul, Thorpe), the Board of Supervisors appointed Vincent Del Rossi to fill the Township Auditor vacancy created by the resignation of Fred Reiter.

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, Regester 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.

APPOINTMENTS TO COMMITTEES

The Chairman opened the floor for nominations to various Township committees and nominations were made as follows:

PLANNING COMMISSION

Gary Whelan, term to run through 12/31/2012

SEWER AUTHORITY

Amanda Konyk, term to run through 12/31/2010, to fill vacancy of Paul Koch

ZONING HEARING BOARD

Joseph Vaites, term to run through 12/31/11
Paul Koch, alternate, term to run through 12/31/2011

OPEN SPACE COMMITTEE

Michael Del Rossi term to run through 12/31/2010
Balu Balakrishnan terms to run through 12/31/2010

HARB

Kathy Wandersee, Richard Jensen and Noelle Barbone, all terms to run through 12/31/2013

STANDING COMMITTEES

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed as follows:

EMERGENCY PREPAREDNESS

Joseph Barakat, Keith Klaver, Phil Wenrich, Vince Del Rossi, Hugh Donaghue, Jon Trigg and a member of the Concordville Fire Company

FINANCIAL ADISORY BOARD

Mary Kot, Keith Klaver, James Egan 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 William Mock, Alternate, terms to run through 12/31/2009.

VACANCY OFFICER

Upon motion and second (Love D'Elia, Paul), the Board of Supervisors appointed Paul Koch, term to run through 12/31/2009.

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

SCHEDULE OF PUBLIC MEETINGS FOR 2009

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

Upon motion and second (D'Elia, Paul), the Supervisors approved meeting dates for 2009.

ADOPTION OF RESOLUTIONS

RESOLUTION 2009-1 DESIGNATION OF OFFICIAL DEPOSITORIES

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

RESOLUTION 2009-2 COUNTY AID RESOLUTION

Upon motion and second (Paul, Thorpe), Supervisors approved the application to Delaware County for County Liquid Fuel funds for the 2009 Road Program.

RESOLUTION 2009-3 CONCORDVILLE FIRE 2009 CONTRACT

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

RESOLUTION 2009-4 APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT TO AUDIT YEAR 2008 FINANCIAL RECORDS

Upon motion and second (Thorpe, Paul), the Supervisors authorized advertisement of the intent to replace elected auditors with a certified public accounting firm for the purpose of conducting the 2008 Township audit.

RESOLUTION 2009-5 APPOINTMENT OF BERKHEIMER TAX ADMINISTRATOR AS TOWNSHIP LOCAL SERVICES TAX COLLECTOR FOR 2009

Upon motion and second (Thorpe, Love D'Elia) the Supervisors appointed the firm of Berkheimer Tax Administrator to act as Township Local Services Tax Collector for 2009.

RESOLUTION 2009-6 APPOINTMENT OF BERKHEIMER TAX ADMINISTRATOR AS TOWNSHIP BUSINESS PRIVILEGE TAX COLLECTOR FOR 2009

Upon motion and second (Thorpe, Love D'Elia) the Supervisors appointed the firm of Berkheimer Tax Administrator to act as Township Business Privilege Tax Collector for 2009.

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

Upon motion and second (Thorpe, Paul), 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.

Mr. Paul thanked the record number of applicants who expressed interest in serving on Township Committees this year. New Committee members were introduced.

The organization portion of the meeting concluded at 7:59 PM.

APPROVAL OF BOARD OF SUPERVISORS MINUTES OF DECEMBER 3, 2008

Upon motion and second (Love D'Elia, Paul), minutes of the December 3, 2008 meeting were approved, draft of 12.20.08.

SUPERVISORS REPORT

Supervisors met on December 29, 2008 to establish an interview process for the Township Administrator position. Interviews were held on January 2, 2009 for candidates for various committees.

Mr. Thorpe expressed regrets on behalf of the Supervisors for the loss of Jim Murray, who was a valued member of the Chadds Ford community and served for many years as Chairman of the Sewer Authority and an active member of the Civic Association.

TREASURER'S REPORT

Mrs. Furlong reported the following figures as of December 31, 2008:

Total deposits to General Fund	$	42,306.08
Total disbursements General Fund	$	69,860.65
Cash Accounts Balances	$	2,369,365.75
Escrow Interest disbursement	$	805.47

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 $69,860.65.

FIRE MARSHALL REPORT

No report was available.

ROADMASTER'S REPORT/EMERGENCY PREPAREDNESS

Joe Barakat, Roadmaster, presented a report for the month of December, 2008.

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. There was discussion regarding the request of RCH, Inc. for an extension of a building permit. Mr. Jensen will view site and update Mrs. Love D'Elia so she may contact residents.

TOWNSHIP ENGINEER REPORT

Joseph Mastronardo, Township Engineer, issued a report for the month of December, 2008 (copy follows).

The owner of the Cattie Shack has applied to the Zoning Hearing Board for a variance regarding alterations to the existing, non-conforming freestanding sign after a permanent sign permit was denied. Two existing permanent signs on the building conform to Township code and a temporary sign permit has been issued. The Supervisors will permit zoning members to decide the matter.

An enforcement notice was issued for the exhaust fan on Baldwin Building. The owner has applied for a revision to the current Certificate of Appropriateness.

PLANNING COMMISSION

Mr. Taylor, Chairman, submitted a draft of minutes from the December 10th meeting.

ZONING HEARING BOARD

Mr. Wandersee reported no applications for review in December. The Cattie Shack application was already discussed.

SEWER AUTHORITY

Mr. Paul presented the monthly report for the Sewer Authority (copy follows). Mr. Thorpe commended Sewer Authority members for their increased oversight and administration of daily operations.

HARB

Sundari Balakrishnan reported that at the December HARB meeting members turned down another proposal for the Old Post Office building roof. An application for revision of the Baldwin Building Certificate of Appropriateness will be heard next week.

OPEN SPACE COMMITTEE

Kathleen Goodier reported there was no December meeting.

PUBLIC COMMENT

Rhona Klein, Recycling Task Force Chairman, thanked members for their efforts last year. Supervisors are in the process of reviewing recommendations.

Mr. and Mrs. Terrence Dear, 267 Harvey Road, addressed the Board regarding use of an access road they own. He reported problems with residents of 259 and 263 Harvey Road using the road for their own purposes. State Police have been called twice with no resolution. Mr. Dear asked what rights they have.

Mr. Paul responded that State Police will not get in the middle of neighbor dispute. The Dears only recourse is through District Justice Court by filing a complaint in civil trespass. Mr. Donaghue suggested engaging private counsel and further stated that in emergency situations public officials have a very broad brush to use any resources available.

Rhona Klein asked how many applications have been received for the Township Manager position. Mr. Thorpe responded approximately twelve.

OLD BUSINESS

There were no agenda items.

NEW BUSINESS

AUTHORIZATION TO ADVERTISE ORDINANCE CREATING TOWNSHIP MANAGER POSITION

Upon motion and second (Love D'Elia, Thorpe), Supervisors authorized required advertising.

ORDINANCE 119 AMENDING THE LOCAL SERVICES TAX

Upon motion and second (Love D'Elia, Thorpe), Supervisors adopted revised Ordinance 119.

DELAWARE COUNTY BLOCK GRANT APPLICATION RESOLUTION 2009-7

Upon motion and second (Love D'Elia, Thorpe), Supervisors adopted Resolution 2009-7 authorizing submission of an application for Delaware County Block Grant funds for the purpose of designing a Township Master Trail Site Plan.

TAX COLLECTOR'S FEE RESOLUTION REVISION 2009-8

Mr. Paul reviewed a proposal submitted by the Township Tax Collector to increase fees for services provided to outside agencies.

MOTION TO APPROVE REVISION TO TAX COLLECTOR'S FEES

Upon motion and second (Paul, Thorpe), Supervisors approved revision of Tax Collector's fees for outside agencies as proposed.

There being no further business, the meeting was concluded at 8:38 PM.

Respectfully submitted,

MARYANN D. FURLONG
Township Secretary