

SOUTH COVENTRY TOWNSHIP BOARD OF SUPERVISORS MINUTES

Monday, January 6, 2003

The reorganization meeting and the regular monthly meeting of the Board of Supervisors of South Coventry Township, Chester County, PA was held on Monday, January 6, 2003 at 7:30 PM in the Owen J. Roberts High School Large Group Instruction Room with Chairperson W. Richard Whitlock presiding. Ken Reed and Timothy Blevins were also in attendance. Mr. Whitlock called the meeting to order.

Reorganization

- Board of Supervisors - Chairman - W. Richard Whitlock
Vice-Chairman - Ken Reed
- Administrator/Secretary/Treasurer (full-time) - Mildred W. Donnell
Compensation – \$50,000/year
- Township Clerk (full-time) – Vicci Eidell
Compensation - \$31,200.00/year
- Filing Clerk - Peg Batdorf
Compensation - \$8.00/hour
- Roadmaster (as needed - minimum of 15 hours/week) - Conrad Batdorf
Compensation - \$18.50/hour
- Road Crew – Roger Ciebien, Rick Whitlock, Brandon Shepker
Compensation - Skilled Labor - \$13.15/hour
Unskilled - \$8.50/hour

Mr. Reed stated that he wanted to see Mr. Blevins called for snow removal prior to calling Rick Whitlock or Brandon Shepker. He also questioned who was making the phone calls.

- Affirm Supervisors employed by the Township as Road Crew - as needed
W. Richard Whitlock, Ken Reed, Timothy Blevins
Compensation - \$14.00/hour – determined by the Board of Auditors
- Zoning Officer/Code Enforcement Officer - Mark John
Compensation - \$32.00/hour
- Cleaning Lady - Peg Batdorf
Compensation - \$74.25/month
- Mileage rate – IRA approved rate for 2002 - \$0.36/mile
- Recommendation to auditors - Treasurer's Bond limit of \$100,000
Assistant Treasurer's Bond limit of \$100,000

- Appoint Township Solicitor – Sean O'Neill and Lentz, Cantor & Massey Ltd.
- Appoint Township Engineer – Tom Kelso and Castle Valley Consultants
- Appoint Consulting Engineer – Brandywine Conservancy
- Appoint Emergency Management Coordinator - John McIntyre
- Appoint collector of Earned Income Tax - Berkheimer Associates
- Appoint Deputy Tax Collector – Berkheimer Associates
- Appoint Planning Commission members - 4 year term
 - Michael Friedland
 - Eric Mitchell
 - David Prizer
- Appoint Zoning Hearing Board members - 3 year term
 - Hank Philips
- Appoint Environmental Advisory Council Members - 3 year term
 - Ray Beckler
 - Kari Kohlhaas
 - Scott Flinchbaugh
- Appoint Historic Architecture Review Board members – 5 year term
 - Lee Landis
 - Kenneth Styer
 - Kathy Collier
- Appoint Historic Commission members
 - Pam Kirchner
 - Jane Latta
 - Dee Camp
 - Martie Lobb
- Establish monthly meeting location, time, and dates

All meetings are held in the Owen J. Roberts High School Large Group Instruction Room at 7:30 PM unless otherwise noted

BOARD OF SUPERVISORS

February 3
March 3
April 7

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May 5
June 2
July 7
August 4
September 2 (Tuesday)
October 6

November 3
December 1

PLANNING COMMISSION AND ENVIRONMENTAL ADVISORY COUNCIL

January 20

February 17
March 17
April 21
May 19
June 16
July 21
August 18
September 15
October 20
November 17
December 15

HISTORIC COMMISSION - Meets in the Township Office at 7:00 PM

January 13
February 10
March 10
April 14
May 12
June 9
July 14
August 11
September 8
October 13
November 10
December 8

FEDERATION OF NORTHERN CHESTER COUNTY COMMUNITIES - 2nd Tuesday of each month,
Warwick Township Building at 7:30 PM

All other Boards and Committees meet on an as needed basis.

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- Select Depositories
 - Checking Accounts – General & State Funds - Elverson National Bank
 - Savings Accounts – General & State Funds - PLGIT
 - Checking Account – General – Security National
 - Savings Account – General & State – Security National
 - Driveway Escrow Account - PLGIT
 - Woodridge Development Sewer Account – PLGIT
 - Woodridge Capital Reserve Account - Malvern Federal Savings and Loan
 - Realen Escrow Account – PLGIT
 - Symons Escrow Account – PLGIT

Gambone Escrow Account – PLGIT
Pughtown Partnership Project Account – PLGIT & Security National
Ridglea Water and Sewer Account - PLGIT

- Certify delegates to the State Association's annual convention -
Richard Whitlock - Voting Delegate
- Determine holidays for regular, full-time employees –

New Year's Day	Memorial Day	Thanksgiving Day
Martin Luther King Day	Independence Day	Christmas Eve – _ day
President's Day	Labor Day	Christmas Day
Good Friday	Columbus Day	New Year's Eve Day–_ day

Minutes - The minutes of the December 2, 2002 regular meeting and December 30, 2002 special meeting were approved as presented.

Public Comment – 1. John and Kathy Collier approached the Board members about proposed improvements to their property. They are proposing to construct a warehouse to store flooring and to renovate the existing barn into office space. Some of the improvements proposed for the exterior of the existing barn are adding a pent roof, stuccoing the exterior and other minor things to spruce it up. They are considering what measure to take to resolve an existing water problem. Mr. John stated that they would need a Land Development, addressing the drainage issues. They may also need approval from the Zoning Hearing Board for the warehousing use. It was suggested that they have a formal sketch plan drawn up and outline, in detail, what activities are proposed for the property, the types of delivery trucks, the frequency of these trucks, etc. Mr. Blevins questioned what type of construction they are proposing for the warehouse. He expressed concern that the building fit in with the character of the village. He also expressed concern about water issues. 2. Bill Herz, All County and Associates, Inc., approached the Board members about the Greis Subdivision on Harmonyville Road. He wanted input as to whether the Board considered their notes about the Woodland Management and the Riparian Management sufficient to meet the ordinance. They agreed that the notes, for a subdivision of this size, addressed the ordinance. They also agreed that the note referring to steep slopes was acceptable. Woodland replacement was briefly discussed. Mr. Whitlock made a motion to grant

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a 90-day extension for the Greis Plan. Mr. Blevins seconded the motion with Mr. Reed concurring. The motion was carried with all ayes.

Roadmaster's Report – No report

Zoning Officer's Report - 1. Mr. John summarized his December 2002 report. It is available for review in the Township Office. 2. The Board members directed Mr. John to do an inspection at Michael Beyer's garage and to cite him if there are too many cars. 3. Mr. John reported that the Rowland Auto Body sign is lit up again. The Board members authorized him to cite Mr. Rowland. 4. The Board members received a copy of the letter sent to Edward Benjamin about the sign at Jim's Deli.

Planning Commission Report - 1. Mr. Reed summarized the minutes of the December 16, 2002 meeting. 2. The Board members directed Mrs. Donnell to schedule the Conditional Use Hearing for the Orlando Boccella property at Pigeon Creek Road and Route 100 for the 3rd or 4th week of February. 3. The Board members received a copy of a letter from PA DEP about an application for Planning Modules for Jesters. Mr. Whitlock stated that much of the property is in North Coventry Township. He stated

that Lenny Evans talked with him about the possibility of building a two-story addition to the bar and eliminating the apartment building in the rear, which would result in one less apartment on the property. The Board members noted that he would need to submit a land development plan, probably go before the Zoning Hearing Board and file a building permit application to pursue these types of changes.

Federation of Northern Chester County Communities Report – The Board members received the November 12, 2002 minutes as well as a proposal for the preparation of the Northern Federation Regional Resource Protection Plan.

Historic Commission – 1. The next meeting is Monday, January 13, 2003 at 7:00 PM in the Township Office.

Pughtown Partnership Project Report – Mr. Whitlock gave a quick update and summary of the community meeting.

Environmental Advisory Council Report – no quorum

Discussion or Business from the Floor – None

Old Business – 1. The Board members received a memo outlining suggested solutions to the concerns about the following two intersections: Routes 100 & 23, Route 100 & Cadmus Road. Signal Service estimated that the cost to install an advanced left turn arrow at the intersections would be between \$4500 and \$5500 for each intersection. The Board directed Mrs. Donnell to contact PennDOT about doing traffic counts to see if the intersections warrant left turn signals. 2. The Board members received a copy of the order from Judge Shenkin, dated December 6, 2002, denying the land use appeal of Eleanor Morris with respect to their decision on the Heritage Plan. 3. The Board members received a copy of a response letter to Robert Sugarman concerning his

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request letter of November 29, 2002 for a copy of the Symons Farm Subdivision and Land Development Plan. 4. The Board members received a thank you letter from the Coventry Soccer Association for the 2002 donation. 5. The Board members received correspondence about the Sasoonan Springs improvements. 6. The Board members received correspondence about a rebate and grants that were received by the County for the Chester County Household Hazardous Waste Collection events. 7. The Board members received a thank you letter from East Coventry Township Police Department for our contribution to the Halloween Safehouse. 8. The Board members received a letter acknowledging participation in the PSATS Unemployment Compensation Group Trust Fund. 9. Mrs. Donnell updated the Board members about the concern over vehicles at the Martin property on Chestnut Hill Road. The additional trucks were only there temporarily and have been moved. 10. The Board members received a letter from Realen Homes about the Status of Open Space Management 2002 at Ridglea. 11. The Board members received a letter and documentation from Realen Homes about the Reitz Reciprocal Utility/Driveway Easement. The Board directed Mrs. Donnell to relay to both parties that this issue needs to be resolved among themselves.

New Business - 1. The Board members received a letter from Chester County Emergency Services about air ambulance services in Chester County. 2. Mr. Whitlock noted that he has been meeting with Board representatives from neighboring townships about using Goodwill Ambulance Services as their primary ALS and BLS ambulance service provider. 3. On a motion by Mr. Whitlock, seconded by Mr. Reed with Mr. Blevins concurring, the Board members unanimously approved Resolution 2003-1-1 naming the South Coventry Emergency Providers. 4. On a motion by Mr. Whitlock, seconded by Mr. Blevins with Mr. Reed concurring, the Board members voted unanimously to execute a 2003

Agreement with Ridge Fire Company. 5. The Board members acknowledged receipt of a letter from Brandywine Conservancy about their 2003 land development consultant fees. 6. The Board members received a letter from Allan Greenwood about his 2003 rates as Zoning Hearing Board Solicitor. Mr. Whitlock noted that Mr. Greenwood had not increased his hourly rate for many years. 7. The Board members received a letter from Green Valleys Association about being a sponsor for a community "Walk For Your Watershed" event on May 3, 2003. Mr. Whitlock made a motion to sponsor at the \$1000.00 level. Mr. Reed seconded the motion with Mr. Blevins concurring. The motion was carried with all ayes. 8. Information was received about a workshop in disaster planning entitled "What's the Worst That Can Happen?" 9. The Board members received a letter from PennDOT about their proposed improvements in the County starting July 2004 and completed June 30, 2005. 10. The Board members received a packet of information from the Chester County Assessment Office. It will be on file in the Township Office. 11. The Board members considered Resolution 2003-1-02 to institute a South Coventry Township Open Records Policy. Mr. Whitlock made a motion to adopt resolution 2003-1-02. Mr. Reed seconded the motion with Mr. Blevins concurring. The motion was carried with all ayes and the resolution was signed. 12. The Board received the 2001-2002 Annual Report from the Governor's Center for Local Government Services. 13. The Board members received a letter about a proposed tower in East Vincent Township. 14. The Board members received information about updating our South Coventry Emergency Operation Plan and the accompanying documents. They directed Mrs. Donnell to update the plan. 15. The Board members reviewed the ordinance amendments proposed by Solicitor's Office as a result of 2002 Amendments to the Municipalities Planning Code. They

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unanimously directed Mrs. Donnell to proceed with the process to amend our Zoning Ordinance to incorporate them.

Correspondence - Receipt of the following correspondence was acknowledged: 1. November 2002 log from the Ridge Fire Company 2. November 2002 log from Chester County Emergency Services 3. Chester County 2020 News 4. PSATS News Bulletin

The Board of Supervisors unanimously approved the following bills for payment:

General Fund Check #1276 to 1317 in the amount of \$50,272.71

Having no further business, the meeting was adjourned. The next meeting will be held on Monday, February 3, 2002 at 7:30 PM in the Owen J. Roberts High School Large Group Instruction Room.

Respectfully submitted,

Mildred W. Donnell
Administrator/Secretary/Treasurer