

## **East Bradford Township Board of Supervisors Work Session Meeting Minutes March 1, 2022**

The March work session meeting of the East Bradford Board of Supervisors was held on March 1, 2022, at 6:30 p.m. in the East Bradford Township McCardle Meeting Room, 676 Copeland School Road, West Chester, PA, 19380. A public notice was published in the Daily Local News on January 14, 2022. The agenda was posted on the Township website and at the Township building on February 25, 2022. Copies of the agenda were available for attendees.

Board members present:

John Snook, Chair  
Bruce W. Laverty, Vice Chair  
J. Patrick Davis, Member

Board members absent: None

Staff/Professionals present:

Andrea Campisi, Director of Planning and Zoning/Codes Enforcement Officer  
Mandie Cantlin, Township Manager/Secretary  
Mark Lucas, P.E., Township Engineer

Staff/Professionals absent:

Randy Behmke, Director of Public Works  
Peggy Lennon, Director of Finance  
Rich Phifer, Property and Recreation Director

Four guests, including applicants, were in attendance.

**CALL TO ORDER:** The meeting was called to order at 6:33 p.m. by Chair Snook.

**PUBLIC COMMENT:** None

### **BUSINESS**

1. SD #653 Grigson/Journey – The applicants, Ryan and Kelsey Journey and Carol Grigson, were present and represented by Brynn Schaffer.

The Planning Commission reviewed the application on February 22 and recommended approval with conditions.

The applicant is seeking a waiver so that they do not have to provide a Historic Resource Impact Study. The Historical Commission (HC) discussed the request but agreed that the study would provide important historical background information about the barn and its setting. Ultimately, the HC recommended against granting this waiver. The applicant offered to submit historical documentation about the barn for the Board's consideration in lieu of completing an impact study. After discussion, the Board agreed to consider this alternative in light of the limited development proposed as part of this subdivision. The applicant will submit the information along with current pictures for the Board's consideration in advance of the March 8 meeting.

In addition, Mr. Davis made a motion to adopt Resolution 05-2022 approving the planning modules for the Grigson/Journey subdivision. Mr. Laverty seconded the motion. There was no discussion and no public comment. The motion passed unanimously. The staff will submit the planning modules to DEP for review.

2. West Whiteland Comprehensive Plan Amendment – West Whiteland is proposing to amend its Future Land Use Chapter and Map. The Planning Commission reviewed the proposal at their meeting on February 22 and commented about the lack of open space planning in West Whiteland Township. The Commission recommended West Whiteland take ownership of open space planning, including enhanced pedestrian connectivity in general and to the train station. The Planning Commission recommended West Whiteland also consider the impact that recent development in the Township has on surrounding municipalities, particularly with regards to the use of parks and open space in those municipalities. The Supervisors concurred with the Planning Commission's statements and directed staff to send a letter to West Whiteland conveying East Bradford's comments.
3. CU Application for Comerford (B&B) – The applicant is seeking a time extension until October 31, 2022 to commence the hearing proceedings. Mr. Davis made a motion to grant the time extension request. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
4. 835 Lenape Road (HR #123) – The applicant is seeking approval to revise the previously approved alteration permit for the existing detached garage. Amendments include changing the materials for the proposed roof, altering the garage doors, adding a cupola, and replacing the existing windows. After reviewing the proposal against the new Design Guidelines, the HC recommended approval as submitted given that the garage is a secondary building that is not architecturally significant on its own and is not very visible from the street. Mr. Lavery made a motion to approve the alteration permit. Mr. Davis seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
5. Open Burning and Traffic Ordinance – The hearing is scheduled for March 8 at 7:30 pm.
6. Fee Schedule – As part of the staff's effort to streamline the permit process, the staff is recommending an amendment to the fee schedule to simplify stormwater management and erosion and sedimentation control permit fees. The proposed change would establish one fee for both types of permits and would eliminate a fee range that is cumbersome to apply. The Supervisors were accepting of the change and asked that the resolution move to the March 8 agenda.
7. ARLE Grant – This project has been in the works since 2015. Last summer, the Township and Borough put the project out to bid and the low bid was almost \$40,000 above the original estimate (\$114,866.90), forcing both municipalities to revamp their budgets. Heading into 2022, both East Bradford and the Borough have adjusted their budgets to accommodate the additional expense, but the project must be rebid given the time that has elapsed. Mr. Lavery made a motion to authorize Pennoni Associates to rebid the project. Mr. Davis seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
8. Truck Study – In December, the Board authorized the staff to amend the current contract with Gilmore, up to a not-to-exceed limit of \$10,000, to take a broader approach to truck routes and restrictions in the southern region of the Township, specifically including Lucky Hill and Allerton Roads. Ms. Cantlin presented the extent of the proposed scope. The Traffic Committee reviewed the scope in February and did not have any changes. The Supervisors did not have any further comments. The staff will authorize Gilmore to proceed.
9. Expansion of 537 Plan Territory – Mr. Lucas informed the Board that there is increasing interest from residents along/nearby Birmingham Road, east of Lenape, to connect to public sewer. Their sewerage is being treated by a small treatment plant, which may be more expensive than public sewer. After discussion, the Board agreed that it would not oppose connection provided there was no cost to the Township.

10. Sunset Hollow Road Basin – There is an old, privately owned basin on Sunset Hollow Road (at Greene Countrie Drive) that serves the Greene Countrie development. The property owners (who moved in about a year ago) are technically responsible for the maintenance of the basin. However, the basin has been deteriorating for some time and it will be quite costly for them to repair. Further, the design of the basin is not desirable and future challenges are likely. For this reason, Mr. Lucas contacted Aaron Clauser to see whether there might be a better approach. Clauser Environmental quoted \$1,850 to assess the basin. Mr. Davis made a motion to authorize the evaluation for \$1,850, particularly because the basin serves the entire community. Mr. Lavery seconded the motion. There was no further discussion and no public comment. The motion passed unanimously.
11. Plum Run Corridor – There was some discussion about the central feature within the interpretive center and impervious coverage, but the Supervisors agreed to discuss the topic in more detail on March 8 when Rich Phifer is hopefully able to attend.
12. Jefferis Bridge Nature Area – There was some discussion about continuity with other Revolutionary War panels, but the Supervisors ultimately agreed to discuss the matter on March 8 when Rich Phifer is hopefully able to attend.
13. Statewide LSA Grant Program – The Township is planning to submit two applications in response to this new program – one for the construction of the Ashbridge Street culvert and the other for the Copeland Park basin retrofit. Mr. Davis made a motion to authorize staff to submit the application. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
14. ABC Term Expirations and Vacancies – Historical Commission candidate, Brett McHugh, and Traffic Committee Candidate, Laura Pitt, will be in attendance to meet with the Board on March 8.
15. Pension Plan – The Township is in receipt of the Disclosure Statement for 2021 (required by Chapter 7-A of Act 44 of 2009 - Municipal Pension Plan Funding Standard and Recovery Act) prepared by PSATS Trustees Insurance and Retirement Services. The Disclosure Statement covers the administrative, actuarial, investment and advisory services, which are provided to the Township for its non-uniform employee pension plans through the PSATS Pension Trust, Summit Financial Corporation, and Nationwide. Mr. Davis made a motion to adopt the PSATS Pennsylvania Municipalities Pension Trust Disclosure. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
16. COVID/Illness Policy – Ms. Cantlin distributed a general illness policy to the Board and staff for consideration (in lieu of a vaccination policy). She noted that she received positive/neutral feedback from three employees. The Board asked her to prompt employees for feedback before considering further.

**ITEMS NOT ON THE AGENDA:** None

**PUBLIC COMMENT:** None

**EXECUTIVE SESSION:** None.

**ADJOURNMENT / CONTINUANCE:** At approximately 7:40 p.m. the Board agreed to adjourn the meeting.

Mandie Cantlin, Secretary