

East Bradford Township Board of Supervisors Work Session Meeting Minutes May 3, 2022

The May meeting of the East Bradford Board of Supervisors was held on May 3, 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 April 29, 2022. Copies of the agenda were available for attendees.

Board members present:
John Snook, Chair
Bruce W. Lavery, Vice Chair
J. Patrick Davis, Member

Board members absent: None

Staff/Professionals present:
Randy Behmke, Director of Public Works
Andrea Campisi, Director of Planning and Zoning
Mandie Cantlin, Township Manager/Secretary
Mark Lucas, P.E., Township Engineer

Staff/Professionals absent:
Peggy Lennon, Director of Finance
Rich Phifer, Property and Recreation Director

No guests were in attendance.

CALL TO ORDER: The meeting was called to order at 6:30 p.m. by Chair Snook.

PUBLIC COMMENT: None.

BUSINESS

1. Recognition of Executive Sessions – The Supervisors recognized executive sessions on April 5, 2022 and April 26, 2022 for the purpose of discussing legal matters.
2. Public Works, Roads, Facilities
 - a. 2022 road project, fuel, striping – The Township received bids for these services on April 29. Bid award is scheduled for May 10. Mr. Behmke recommends the following actions:
 - i. Fuel – The Township received one bid from the company that has been providing fuel. He is recommending that the Board award the bid to Rhoads Energy, Inc. at a cost of \$0.40 per gallon above the rack cost for unleaded gas and \$0.30 per gallon above rack cost for 2% Bio Diesel. This is the same delivery cost as last year for the diesel fuel and \$0.10 more per gallon for the unleaded.
 - ii. Line painting – The Township received three bids for the line painting. Low bid this year is Alpha Space Control Co. Inc. at \$0.184 per foot for the double yellow and \$0.094 per foot for the single white line. Mr. Behmke is recommending that the Board award the bid to Alpha Space Control Co. Inc.

- iii. Road resurfacing – The Township received two bids for the road resurfacing. Low bid was Long’s Asphalt, Inc. for a total of \$261,495.50. Mr. Behmke is recommending that the Board award the 2022 road resurfacing bid to Long’s Asphalt, Inc.

There was no further discussion.

- b. Vehicle purchases – Mr. Behmke reviewed the status of the 2022 vehicle and equipment purchases. The roller came in at about \$36,000 over budget. Part of that is due to the fact that the new one is a few inches larger, but availability was very limited. The loader is also about \$30,000 over budget. However, other items are trending lower than budget (e.g., mower, utility body, mini excavator). Mr. Behmke has not started shopping for the chipper body and dumpster.
- c. Vehicle disposition – At Mr. Behmke’s request, Mr. Lavery made a motion to authorize the advertisement of the following items for sale on Municibid:
 - i. 2003 International dump truck with plow and spreader
 - ii. 2011 ExMark 72” zero turn mower
 - iii. Three-point hitch post hole digger

Mr. Davis seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

- d. Security Improvements – Mr. Behmke shared a concept to alter the lobby area to provide secure and unsecure areas for public interface. This is based on a similar layout at Tredyffrin Township. The purpose of having an unsecured area is to have the option to meet directly with the public to review plans, provide notarizations, etc. Ms. Cantlin reviewed some questions/concerns that have been raised and considered at the staff level:
 - Is there adequate space in both areas to serve their purposes?
 - Is there enough room for the fire alarm equipment that is in the secure area?
 - Is there adequate space for people to walk into the meeting room?
 - What if something happens when someone is at the open counter? Wouldn’t they be more vulnerable? How can they quickly get to a secure area?

The Board recognized the limited space and ultimately authorized Randy to proceed to obtain design plans.

- e. Creek Road Culvert – The Township is in receipt of an April 11, 2022 proposal from Carroll Engineering for engineering services for the replacement of the Creek Road Culvert. The not-to-exceed price outlined in the proposal is \$119,000. After discussing not-to-exceed proposals in general, Mr. Davis made a motion to authorize the work as outlined in Carroll’s April 11, 2022 proposal. Mr. Lavery seconded the motion. There was no further discussion and no public comment. The motion passed unanimously.
- f. Stormwater / Drainage – Mr. Lucas, Mr. Behmke, and Public Works have been making progress on various drainage projects. The Kenny project is complete and Shadow Wood, Heather Ridge, and Happy Creek are advancing closer to completion. In addition, the Township is seeking funding from Chester County to implement Clauser’s recommendations regarding the basin on Sunset Hollow Road (serving Greene Countrie). Last month, the Township received a letter from Vince Pompo asking for consideration of the drainage on Harmony Hill Road. After discussion, the Board agreed to plan for the Harmony Hill work in the 2023 or 2024 budget.

3. Codes / Zoning

- a. Ida Enforcement – Ms. Campisi is in the process of following up with all Cottage Lane and River Bend Lane residents that have remaining violations on their properties. Residents will have until October 5, 2022 to bring their properties into compliance. With regard to the Picnic Park, the Earth Day clean-up took place on April 22-23 and much was accomplished on the island and on the land within Birmingham Township. The Township has received information that the Park is scheduled to go to settlement on or about May 5, which will impact the recipient of future correspondence. Township staff will check on the ownership next week to determine whether the property has transferred.
- b. Red Hound Stables Enforcement – At the April 5 meeting, the Board granted the property owner an additional 30-day extension to bring the property into compliance with the violation related to fill in the floodplain. The property owner advised that a contractor was scheduled to visit the property on April 30 for the purpose of providing a cost estimate to do the necessary work. The last communication that the Township received from the property owner stated that the contractor was visiting the property on April 30 for the purpose of providing a cost estimate. The Board agreed to postpone discussion until May 10 to give the owner time to get the estimate from the contractor.

4. Legislation

- a. Solid Waste Ordinance Amendment – A hearing to consider this ordinance is scheduled for May 10 at 7:30 pm.
- b. Street Tree Ordinance – The Board was in receipt of a draft street tree ordinance, which has been in the works for several years. The ordinance establishes regulations pertaining to the maintenance of trees (and the like) along roads, sidewalks, and other rights-of-way. The Board will review the draft in preparation for the May 10 meeting.
- c. Wireless Ordinance – The Board was in receipt of a draft wireless ordinance, which has been in the works since last year. The Board agreed to forward the draft ordinance to the Township and County Planning Commissions for review. However, before doing that, the Board agreed to incorporate municipal use as a use by right in all zoning districts.
- d. Single-Use Plastics Ordinance – During their meeting on April 25, the Environmental Advisory Council advanced a single-use plastics ordinance to the Board's agenda for consideration. Before moving forward, the Board asked for additional information about how other municipalities have handled plastic bag recycling locations that are typically found in grocery stores.

5. Other

- a. Drone Surveys – Mr. Lucas informed the Board that Carroll Engineering (the Township's appointed engineer) is one of the few firms with the ability to perform surveys by drone, which can be considerably cheaper than traditional surveying. Given the benefits and limited availability of this technology, the Board is amenable to allowing Carroll to perform this service for private clients within the Township (provided they are not preparing plans for submission).

ITEMS NOT ON THE AGENDA:

1. PSATS Convention Invoice – Ms. Cantlin reviewed a credit card invoice from the PSATS convention with the Board. The Board agreed that the food charge (\$168.94) was acceptable for payment.

2. 415 Birmingham Road – Mr. Davis asked whether the applicant intends to proceed with the hearings by July 30. Staff will contact the applicant.

PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

NEXT MEETINGS: The next meetings of the Board of Supervisors are scheduled for:

- May 10, 2022 at 6:30 pm (work session)
- May 10, 2022 at 7:30 pm (regular meeting)
- June 7, 2022 at 6:30 pm (work session)

ADJOURNMENT / CONTINUANCE: At approximately 7:15 p.m. the Board agreed to adjourn the meeting.

Mandie Cantlin, Secretary

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