

## **East Bradford Township Board of Supervisors Meeting Minutes June 1, 2023**

The June meeting of the East Bradford Township Board of Supervisors (BOS) was held on June 1, 2023, 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 December 23, 2022. The agenda was posted on the Township website and at the Township building on May 30, 2023. Copies of the agenda were available for attendees.

Board members present:

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

Board members absent: None

Staff/Professionals present:

Andrea Campisi, Director of Planning and Zoning/Zoning Officer  
Mandie Cantlin, Township Manager/Secretary  
Peggy Lennon, Director of Finance  
Mark Lucas, P.E., Township Engineer  
Rich Phifer, Property and Recreation Director

Staff/Professionals absent:

Randy Behmke, Director of Public Works

Others in attendance:

Approximately seven guests were present.

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

**PUBLIC COMMENT:** None.

**ANNOUNCEMENTS:**

1. Trail Blazer Run – Paradise Farm Camps; June 8; 6:30 p.m. start
2. Summer Concert Series – East Bradford Park; every other Thursday evening; 7:00 p.m.:
  - a. June 15: Echoes of the British Invasion
  - b. June 29: West Chester Community Band
  - c. July 13: Little Red Rooster Blues Band
  - d. July 27: Slingshot
  - e. August 10: Flying Komorowski Brothers
  - f. August 24: One Alternative

**PUBLIC HEARING:** None.

**CONSENT AGENDA:** Mr. Davis made a motion to approve the consent agenda, consisting of:

1. Minutes from May 4, 2023 6:30 pm
2. Recognition of Executive Sessions: May 4, 2023 (personnel)
3. Bills to Pay for June 2023
4. Financial Report for April 2023
5. Records Disposition Resolution: None

Mr. Laverty seconded the motion. There was no discussion and the motion passed unanimously.

**BUSINESS:**

1. Chester County Art Association – Bob Perna was in attendance on behalf of the Chester County Art Association (CCAA). In addition to the 3.2-acre property that is home to the CCAA facilities, the Association also owns a 2+-acre vacant property that is west of the facility on Hillsdale Road. For several years, the CCAA has been considering options for this property. They do not want to sell it for development but are rather hoping to use it in a way that can both enhance their mission and benefit the community. While they have not committed to a specific plan or vision, they anticipate some sort of public trail access. In order to clean up the property, remove invasive species, and construct some preliminary trails, the CCAA is seeking cooperation from the Township. Specifically, they are hoping to use some of the Township's equipment to clear vegetations and build trails (Mr. Perna has been trained on Township equipment and has used the equipment on Township properties). The Board was supportive of this approach and open to using a memorandum of understanding as a vehicle to memorialize this arrangement.
2. Plum Run Corridor and Strode's Barn
  - a. Consider position on ZHB application – The Township is seeking relief from the Zoning Hearing Board (ZHB) to construct the following improvements:
    - An 11-space parking lot with access from Lenape Road.
    - An eight-foot-wide paved trail that connects via a proposed crosswalk to an existing trail in the open space at Darlington Ridge along Tigue Road. The portion of this trail next to the parking lot contains a pedestrian barrier since it is located on top of the block retaining wall.
    - A five-foot-wide paved trail connecting the eight-foot-wide paved trail to the Heritage Center in the barn.
    - A prefabricated steel truss pedestrian bridge with a 50' span to carry the pedestrian trail over Plum Run.
    - A 12" wide block retaining wall.
    - Two stormwater infiltration basins.

Relief is needed from the following sections of the Zoning Ordinance:

- Section 115-45.3D.1.j to permit the proposed trails and retaining wall to encroach into Riparian Buffer Areas 1 and 2 without having a registered landscape architect prepare a plan to be approved by the Township's landscape architect showing the enhancement and/or conversion of the area between the trails and the top of the stream to a forested riparian buffer area.
- Section 115-45.3D.1.d to remove native vegetation to install the trails and parking area.

The Township is also requesting relief from 115-45.3D.2.c to locate the parking lot in Riparian Buffer Area 2. The Code gives the Board of Supervisors the authority to grant this relief.

Mr. Snook made a motion to support the application and to grant relief from Section 115-45.3D.2.c with regard to locating the parking lot in Riparian Buffer Area 2. Mr. Davis seconded the motion. There was no discussion and the motion passed unanimously. The ZHB hearing is scheduled for June 19, 2023.

- b. Discussion with the Friends of Strodes Mill (FOSM) – Michael Altschuler, Linda Kaat, Dana Strode-Tritle, and John Pickering were in attendance on behalf of the FOSM and the Strode's Gallery. There was a brief discussion about the history of the barn acquisition and the creation of the FOSM. For the last few years, the Township has been working on master plans, design, engineering, and permitting to advance the Plum Run corridor and Strode's Barn restorations. The FOSM has found it challenging to raise funds without a concrete vision or schedule. But now, with plans in place and the Township seeking multiple sources of grant funds, members are hopeful that they will be able to secure donations to offset the cost of the barn restoration, which is expected to cost about \$500,000-\$600,000. There are few public funding options for historical restoration projects, but Mr. Phifer has submitted a grant application seeking \$100,000 (the maximum allowable) to the PA Historical and Museum Commission. As the Township plans for the 2024 budget cycle, the Board will consider how much money the Township would invest in the project. Mr. Phifer is hoping to commence construction next year, depending on the outcome of various funding requests. The FOSM would like to be able to complete a small and visible component of the restoration (e.g., the springhouse) to give a tangible feeling of progress. The Township and FOSM

recognized the value of small, succinct, and visible projects when it comes to gaining donation momentum. The Board encouraged regular communication between the Township and the FOSM for the purpose of conveying fundraising information.

3. Mercer's Mill Trail – Mark Lucas and Rich Phifer met with Carroll Engineering recently to examine the pedestrian bridge crossing over Blackhorse Run at Mercer's Mill. Unfortunately, due to the size of the area draining to the proposed bridge location and the existing flooding levels of Blackhorse Run experienced at that location, the bridge requires a higher level of design and permitting than what would normally be expected for a bridge of this size and type. The Township would need to obtain wetlands and flood studies, a hydrologic and hydraulic (H&H) analysis, and more. Carroll is certain that design and permitting alone would require an investment of more than \$100,000. Couple that with estimated material costs of purchasing a decent prefabricated bridge of about 25' in length (\$40,000), and installation, and the project far exceeds original estimates. Mr. Lucas and Mr. Phifer are going to thoroughly review the conditions associated with a general permit before conceding that a joint permit is the only option.
4. Eagle Scout Projects – Mr. Phifer is seeking Board support for two Eagle Scout projects:
  - a. Eagle scout candidate Nathaniel Olmstead proposes to construct a multi-use loop trail through the woods of Starr Farm Park that would connect the alt-white trail on the Sugar's Bridge Nature Area property to the planned meadow trails on Starr Farm Park's western tract.
  - b. Eagle scout candidate Luke Piccola proposes to install a professional grade outdoor bike repair station at Harmony Hill Nature Area in place of a hand-built station that was put in several years ago but has failed to hold up well in the outdoor setting. The higher-grade product that Luke would purchase and install has been used successfully on the Struble Trail and in outdoor city settings and will much better withstand the elements and will require less ongoing maintenance and replacement of parts.

The Parks and Recreation Board is supportive of both projects. Mr. Davis made a motion to authorize both projects. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.

5. Zoning Code Update Project – Ms. Campisi reported that last month, the discussion focused on industrial regulation. The County is in the process of incorporating feedback from the Planning Commission. Ms. Campisi will report back to the Supervisors once the revised materials are received. Mr. Davis asked about regulations having to do with control of noxious vegetation.
6. Chester County Starter Home Pilot Project – The Chester County Planning Commission reached out to the Township to gauge interest in this new program, which aims to build unsubsidized houses. If the Township has interest, the County would work with the Township to identify properties that could be developed with starter homes having a sales price of less than \$355,000. The County is looking to establish a land bank that would then distribute land to a developer to construct the homes. The Township Planning Commission discussed this concept in May and is interested in learning more about this program. The Board is supportive of the general effort but noted that there is little available land in the Township. They are interested in learning more about the effort.
7. West Chester Crossing – The Township is in receipt of escrow release #2 from Toll Brothers. The developer is seeking the release of \$577,582.92, which would leave a project escrow balance of \$207,026.00. Mark Lucas and Carroll Engineering have reviewed and approved the release. Mr. Davis made a motion to release \$577,582.92 of the project escrow. Mr. Lavery seconded the motion. There was no discussion and the motion passed unanimously.
8. 979 Regimental Drive Variance – The applicants are seeking a variance from Section 115-15C.5 of the Code to construct a pool and additional paved area on the property, which will add impervious surface totaling 24.2% where 15% is permitted. Mr. Snook made a motion to remain neutral with regard to the application. Mr. Davis seconded the motion. There was no discussion and the motion passed unanimously. There was also some discussion about the nonconformities standards in the Code, which will be updated as part of the Zoning Code update project.
9. 1026 Marlin Drive – The property owners constructed a pool/patio that exceeded what was approved by the Township. Before pursuing a zoning variance, they are seeking the advice of the Board of Supervisors as to whether the Board would be receptive to vacating a portion of a cul-de-sac bulb that was never constructed. The Board agreed to discuss this matter in executive session as it relates to an active enforcement matter.

10. Local Share Account (LSA) Grants (Copeland Park and Ashbridge Street Bridge) – The Township is in receipt of grant contracts for two LSA grants. The solicitor has reviewed the contracts and has no substantive comments. Mr. Snook made a motion to authorize execution of the contracts. Mr. Davis seconded the motion. There was no discussion and the motion passed unanimously.
11. County American Rescue Plan Grant (Sunset Hollow) – The Township is in receipt of the grant contracts for this project. The solicitor has several comments regarding indemnification and right-to-know provisions. The Township is working with the County to address these comments. Mr. Davis made a motion to authorize execution of the contracts, subject to approval by the solicitor. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.
12. Open Space Fund – During the 2023 budget discussions (October 2022), the Board briefly considered how to handle the Open Space Fund balance (e.g., whether to use it to pay down the debt or whether to preserve it for future transactions). At that time, there was discussion about scheduling a meeting with representatives from Stifel who acquired Boenning & Scattergood's public finance group. Earlier this year, Stifel prepared a debt map of the Township's current debt and several alternatives. After discussion, the Board agreed to review the debt map and discuss further in July.
13. Budgeting Software – The Board was in receipt of information about ClearGov, a finance and budgeting software solution. Ms. Lennon explained that the ClearGov product will assist with long-range planning and departmental ownership. There is a \$7,200 startup cost and an annual commitment of about \$12,500. The Supervisors were supportive of moving forward with ClearGov.
14. Fire and Police Agreements –
  - a. West Bradford Fire – Ms. Cantlin met with West Bradford representatives in May. West Bradford's initial ask in terms of an annual contribution is roughly \$74,350. She is in the process of reviewing the calculations and assumptions and will be prepared to discuss this with the Board next month.
  - b. West Chester Fire – Ms. Cantlin sent the Board's comments from last month to the Borough. There are no further updates.
  - c. West Chester Police – Ms. Cantlin provided a draft one-year extension to the Borough to review. There are no further updates.
15. Sale of Vehicles – Last month, the Board authorized the sale of two vehicles on Municibid. The Township also listed extra chairs for sale. The following high bids were received:
  - a. 2009 John Deere Backhoe; Model MDL 310SJ = \$45,700 bid by George C. Annen
  - b. 2010 Exmark zero turn mower; 72" Lazer = \$2,700 bid by Eric Petrucci
  - c. Chairs = \$270 bid by Jagroop Singh

Mr. Davis made a motion to authorize the sale of the above items for the high bids listed. Mr. Snook seconded the motion. There was no discussion and the motion passed unanimously.
16. Professional Services – Ms. Cantlin asked whether there were any professional services that the Board wants to get proposals for next year. There were no comments/suggestions.
17. Annual Volunteer Dinner – The Board agreed to plan an event for the fall (October) and suggested reaching out to Radley Run again.

**ITEMS NOT ON THE AGENDA:** None.

**PUBLIC COMMENT:** Jim Tupitza was in attendance representing Dr. Samuel Galib with respect to the portion of the Starr Farm tract that the Township acquired in 2020. He reiterated Dr. Galib's dissatisfaction with the recognition sign that is currently posted at the property. As discussed last month, Dr. Galib believes that the sign should be located in a more prominent location and that it should be commensurate with the park entrance sign in terms of size and grandeur. Ms. Cantlin will send Mr. Tupitza the signage concepts that the Board discussed last month.

**NEXT MEETINGS:**

- June 15, 2023 at 6:30 p.m. (canceled)
- July 6, 2023 at 6:30 p.m. (regular meeting)

**EXECUTIVE SESSION:** The Board met with staff in executive session from 8:30 p.m. to 9:00 p.m. to discuss enforcement and litigation issues.

**ADJOURNMENT / CONTINUANCE:** At approximately 9:00 p.m., Mr. Davis made a motion to adjourn the meeting. Mr. Lavery seconded the motion. There was no discussion and the motion passed unanimously.

Mandie Cantlin  
Secretary

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