

East Bradford Township Board of Supervisors Work Session Meeting Minutes August 9, 2022

The August meeting of the East Bradford Board of Supervisors was held on August 9, 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 August 5, 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:
Andrea Campisi, Director of Planning and Zoning
Mandie Cantlin, Township Manager/Secretary
Peggy Lennon, Director of Finance
Mark Lucas, P.E., Township Engineer
Rich Phifer, Property and Recreation Director
Edith Bradley, Intern

Staff/Professionals absent:
Randy Behmke, Director of Public Works

No guests were in attendance.

CALL TO ORDER: The meeting was called to order at 6:31 p.m. by Chair Snook.

PUBLIC COMMENT: None.

BUSINESS

1. Darlington Ridge Development; Tigie Road – Township staff is working with Toll to refine the contribution amount for Tigie Road resurfacing.
2. Complete Streets – In November, the County adopted a Complete Streets Policy, which is intended to establish a vision where “roadways in Chester County will meet the mobility needs of all users and provide for all appropriate modes of transportation with an emphasis on safety, equity, and environmental responsibility.” Various advisory boards and committees reviewed the policy and most expressed general support. The County is asking municipalities to adopt the same (or similar) policy via resolution to strengthen the policy’s implementation county-wide. Last month, the Board agreed to adopt a resolution for this purpose. Mr. Davis made a motion to adopt Resolution 11-2022 in support of the Chester County Complete Streets Policy. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
3. Good Fellowship Ambulance – Good Fellowship conducted a meeting with Township officials in July. John Snook was in attendance. The following action items came out of that meeting:
 - Each municipality would discuss their interest in a contractual agreement for funding with Good Fellowship. A three-year initial contract was suggested. The Board had no comments

on the draft provided. There was discussion about having one solicitor review the documents; the Supervisors were amenable to that approach.

- Each municipality would discuss their preference on the weight that the call volume and population play on the amount they are responsible for in the formula. Call volume determines actual usage; population determines potential risk. The proposed formula uses a 50/50 split between call volume and population, but Good Fellowship provided four formula options. The Supervisors were supportive of the 50/50 split, which would indicate an annual contribution of \$56,320.58 for East Bradford (up from \$38,000).
 - Good Fellowship is looking to schedule another meeting after Labor Day.
4. Ida Clean-up – PEMA is working to schedule meetings with residents/owners who are interested in buyouts on August 29.
 5. Planning Commission Vacancy – Zachary Barner has expressed interest in the Planning Commission (PC) vacancy and the PC is supportive of his appointment. Mr. Barner was in attendance at 7:15 p.m. to meet with the Board. After discussion, Mr. Davis made a motion to appoint Zachary Barner to the Planning Commission. Mr. Lavery seconded the motion. There was no further discussion and no public comment. The motion passed unanimously.
 6. Wireless Ordinance – Last month, the staff asked the Board for feedback regarding the area and bulk requirements that should be included in this ordinance amendment for application to municipal uses. Options considered included assigning the same requirements to municipal uses in all zoning districts or including different standards for different districts. After a brief general discussion, Ms. Campisi offered to pull together some possible standards for discussion at a future meeting. However, the Plum Run trail project, which is relevant in terms of allowing for municipal uses in other districts, is advancing faster than the ordinance amendment. In an effort to move this forward, the Board was amenable to adding the necessary municipal use provisions for the district in which the trail project is located and proceeding with other districts at a later time.
 7. Comprehensive Code Update – Chester County is ready to commence the project with a kickoff meeting once the Task Force has been established for the project. The County is suggesting that the Planning Commission serve as the Task Force for the project. Mr. Davis made a motion to appoint the Planning Commission and John Snook to serve as the Task Force for the ordinance update project. Andrea Campisi would serve as staff liaison, with support from Mark Lucas. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously. The Board also suggested that relevant ordinance content be shared with other applicable advisory boards and committees for input. In other words, if amendments to the historical provisions are contemplated, the Historical Commission should be invited to participate; if amendments to environmental provisions are contemplated, the Environmental Advisory Council should be invited to participate.
 8. Starr Farm Conservation Easement – The Starr Farm public trail easement has been reviewed by the solicitor and there are no concerns other than to ensure that when the Township conveys the tract to a private buyer, it needs to ensure that the deed includes a reservation of the trail easement so that, if the buyer ends up obtaining a mortgage, the trail easement won't become subordinate to the mortgage lien.

The Starr Farm conservation easement has also been reviewed by the solicitor and separate counsel on behalf of the Brandywine Conservancy. Section 5.01(c)(1), regarding a dwelling unit in the barn, needs to be revised for clarity because it is too difficult to interpret as-is. After discussion, the Board agreed to remove the reference to a dwelling unit in the barn. Section 5.01(d)(8), regarding the Township's review of exterior alterations to historic structures as beneficiary, needs to be tied to a referenceable standard. After discussion, the Board agreed to

reference general compliance with the Secretary of the Interior standards. Finally, there was discussion about Section 3.01(d)(1), which establishes expansion limitations. At the recommendation of the realtor, the Supervisors are amenable to increasing the expansion limitation for the primary dwelling from 50 percent to 70 percent (this would allow for an increase in impervious coverage from about 3600 sf to 4100 sf).

The Board was also in receipt of the semi-final subdivision plan. Several minor plan changes are needed. The Supervisors had no further comment.

9. Shaw's Bridge Park – Weekends have continued to be very busy at Shaw's Bridge Park but have been kept well-managed and under control, in most part due to the efforts of Terry McCue, the seasonal park monitor. However, in light of the types of challenges that continue to emerge at this location, Ms. Cantlin suggested looking into more police coverage for next season. She will contact the department to discuss options.
10. Copeland Park Basketball Court Resurfacing – The staff has a COSTARS proposal from Miller Sports to resurface and repair the Copeland School Park basketball court for a total fee of \$36,420. The proposal just slightly exceeds the Township's budgeted allotment of \$35,000. The Parks and Recreation Board recommends approval and proceeding with the project based on the proposal. Mr. Davis made a motion to award the resurfacing project to Miller Sports for \$36,420. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
11. Ravine Road – Mr. Lucas shared the proposed treatment for the Ravine Road stabilization effort. The product is referred to as Articulating Block (AB) Mats. The AB fabric form consists of a series of compartments linked by an interwoven perimeter. Grout ducts interconnect the compartments, and high-strength revetment cables are installed between and through the compartments and grout ducts. Once filled, the AB Mats become a mattress of pillow-shaped, rectangular concrete blocks. The interwoven perimeters between the blocks serve as hinges to permit articulation. The cables remain embedded in the concrete blocks to link the blocks together and facilitate articulation. The Board suggested sharing this treatment with the property owner that would see it, but otherwise, the Supervisors were supportive of this approach.
12. Security Improvements and Lobby Layout – The staff continues to work internally on developing a lobby design that will enhance security while enabling a range of public service needs. The challenge with the design developed by the architect is that causes too much congestion in the front office; he did not account for the placement of the front office furniture when he developed the plan. AJ Weisensale (space consultant) also developed a plan, but staff has concern about the placement of the front desks (and her sketch proposes a table in the lobby to provide the shared counter space). As discussion continues, the staff is leaning towards keeping the same layout, but using a rolling ballistic window that can be opened if use of counter space is needed. The Board and staff recognize that a building expansion is ultimately what will be needed in the years ahead. Therefore, in the meantime, the Board is supportive of making cost effective upgrades to accomplish workspace changes and security. But larger scale structural changes should be avoided until a more comprehensive expansion/renovation is pursued.
13. Refuse and Recycling Contract Renewal – The solicitor completed their review of the bid documents last weekend. There was discussion about establishing an inflation cap for option years, bag stickers, and containers. Ultimately, Mr. Davis made a motion to authorize advertisement of the bid. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

ITEMS NOT ON THE AGENDA: Mr. Davis made a motion to add two items (Albrecht property acquisition and salt bid) to agenda because they arose within 24 hours of the meeting. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

1. Agreement of Sale – The Township is in receipt of an agreement of sale to acquire approximately 8.3 acres owned by the Estate of Cathryn R. Albrecht for \$550,000. The property is located on Boot Road in the northern end of the Township. The Township intends to use the property for municipal purposes (public works) and possibly future recreation. The property is located along the abandoned railway that is slated for future trail development.

Mr. Davis made a motion to authorize the execution of the Agreement of Sale for the Albrecht property. Mr. Lavery seconded the motion. There was no discussion and no public comment. The vote passed unanimously.

Mr. Davis made a motion to adopt Resolution 12-2022 authorizing the staff to execute documents at settlement. Mr. Lavery seconded the motion. There was no discussion and no public comment. The vote passed unanimously.

2. Salt Bid – The Township is in receipt of the bid results from the joint salt bid. Eastern Salt is once again the low bidder for Sodium Chloride. The Sodium Chloride bid price is \$75.00 per ton up from \$64.50 last winter. Chemical Equipment Labs is low bid on Solar Salt and Enhanced Deicer. The Solar Salt bid price is \$85.00 per ton up from \$64.50 last year. Enhanced Deicer is \$92.27 per ton (this was not bid last year). Mr. Davis made a motion to award of Sodium Chloride (\$75.00 per ton F.O.B. and delivered) to Eastern Salt Company of Lowell, MA., and to award the bid for Solar Salt (\$81.00 per ton F.O.B and delivered) and Enhanced Deicer (\$92.27 per ton F.O.B and delivered) to Chemical Equipment Labs. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

PUBLIC COMMENT: None.

EXECUTIVE SESSION: None.

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

- August 9, 2022 at 7:30 pm (regular meeting)

ADJOURNMENT / CONTINUANCE: At approximately 7:50 p.m. the Board agreed to adjourn the meeting.

Mandie Cantlin, Secretary