

## **East Bradford Township Board of Supervisors Work Session Meeting Minutes September 13, 2022**

The September work session meeting of the East Bradford Board of Supervisors was held on September 13, 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 September 9, 2022. Copies of the agenda were available for attendees.

**Board members present:**

John Snook, Chair (arrived late)  
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

**Staff/Professionals absent:**

Randy Behmke, Director of Public Works

Two guests were in attendance.

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

**PUBLIC COMMENT:** None.

### **BUSINESS**

1. 2023 Budget – Based on responses to the Doodle Poll, October 4, 2022 at 5:00 p.m. appears to be the best date and time. Ms. Cantlin will advertise the meeting.
2. Darlington Ridge Development; Tigue Road – After some back and forth, the staff and Toll are in agreement that the value of the road resurfacing work is \$65,878.93. The solicitor is determining the best way to document the reimbursement.
3. SD #654 Schmidt – The Township is anticipating an indefinite time extension request from the applicant but has not yet received it. Mr. Davis made a motion to approve the time extension request if/when received. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed. [Administrative note: the indefinite time extension request was received on September 13, 2022.]
4. Comerford B&B Conditional Use – The applicant is seeking a time extension to March 31, 2023. Mr. Lavery made a motion to approve the time extension request to March 31, 2023. Mr. Davis seconded the motion. There was no discussion and no public comment. The motion passed.
5. 924 Briarwood Circle Variance – The applicant seeks a variance from Section 115-15C.7 of the Code to permit a 9' x 10' sunroom addition on the front of the existing dwelling facing Briarwood Circle that provides a 57' building setback where 75' is required. The hearing is scheduled for

September 19, 2022 at 7 p.m. Mr. Davis made a motion to remain neutral with regard to the application. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed.

6. 914 Greene Countrie Drive Variance – The applicant seeks a variance from Section 115-19C.6 of the Code to permit a 28' x 22.6' addition on the front of the existing single family dwelling facing Green Countrie Drive that provides a 14' building setback where 50' is required. The applicant also seeks to remove a condition imposed by a prior Zoning Hearing Board decision rendered in 1982 that granted relief for an earlier addition to encroach into the building setback line conditioned upon there being no further encroachment into the building setback line in the future. The hearing is scheduled for September 19, 2022 at 7 p.m. Mr. Davis made a motion to remain neutral with regard to the application. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed.
7. Pocopson Township Variance – The Township received notice that the owner of an adjacent 3.56-acre property in Pocopson Township (456 West Creek Road) is seeking relief from several Code sections to enable the construction of an addition to the existing residential dwelling, as well as a barn and in-ground swimming pool. Mr. Davis made a motion to remain neutral with regard to the application. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed.
8. St. Agnes Enforcement –The Saint Agnes Parish Athletic Association property, located at 20 South Bradford Avenue, is the subject of a Notice of Violation (NOV) and Cease and Desist Order dated September 30, 2016 that listed four corrective actions. Three of the four have been resolved. The remaining item is the preparation of an Erosion and Sediment (E&S) Pollution Control and Stormwater Management (SWM) Permit application for improvements to the parking lot.

The property owner was last before the Board of Supervisors in December 2019 to discuss this topic. At that time, the owner asked the Township to consider the NOV resolved with the agreement that the Association would file an E&S and SWM permit later. The Township recognized that it would take time for the Association to acquire the funds needed to prepare the plans and permits and construct improvements and granted an extension until December 31, 2022 to give the Association ample time to address this requirement.

There has been no activity since. In addition, the property owner representative informed the Township about some complications that will make the December 31, 2022 deadline unattainable. In the past, there has been discussion about working with the Fire Company (downslope, adjacent property) to address the stormwater management needs. To that end, the Board asked Ms. Cantlin to reach out to the Fire Company to discuss the topic.

9. Wireless / Municipal Use Ordinance – Earlier in the summer, 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. 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. To move this forward, the Board agreed to add the necessary municipal use provisions for the district in which the trail project is located and proceed with other districts at a later time. Ms. Campisi distributed a draft ordinance that meets this objective. Mr. Davis made a motion to authorize advertisement of the ordinance amendment. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed.
10. County Stormwater Ordinance – Mr. Lucas reviewed the status of the County Stormwater Ordinance effort and highlighted some significant points for Board consideration. Mr. Lucas took the County's draft and selected the options that closest matched the Township's current regulations. The most significant change, which is not optional, is that the ordinance requires the

inspection of stormwater facilities after each 10-year storm (which can occur several times a year). There was discussion about how technology could be leveraged to improve communication and inspection tracking. The next step is to codify the options into ordinance format.

11. Mercer’s Mill Trail – The Mercer’s Mill community is in agreement with the Township’s desired trail easement alignment. If the Board agrees, the next step is to have the alignment surveyed and execute a deed of public trail easement (via donation). The Supervisors are supportive of this approach.
12. Roofing Bid – The Township anticipates replacing the administration building roof this year. Due to the nature and cost of the work, the work must go out to bid. While the solicitor is still reviewing the draft bid document, Ms. Cantlin asked for Board authorization to advertise the bid. Mr. Davis made a motion to authorize advertisement of the bid for reroofing. Mr. Laverty seconded the motion. There was no discussion and no public comment. The motion passed unanimously.
13. On-lot Septic Systems (OLDS) vs. Public Sewer Connection – The current owner of 993 Riflery, who is within 100 feet of the low pressure system servicing the lots south of 993 (across the street on Riflery), would like to know if OLDS is an option, even though Aqua may permit him to connect into the low pressure system across the street. Prior Boards did not require an owner to connect to the public sewer if they wanted to install or replace an OLDS, even if they were within 1,000 feet of a public sewer (as required by the Code). With changes to the Board of Supervisors in recent years, the staff wants to know the current Board’s position on this matter. The Supervisors agreed that they will retain the prior position of not requiring an owner to connect to the public sewer.
14. Refuse and Recycling
  - a. Consider awarding bid – Jim Clark from A.J. Blosenski (AJB) was in attendance. The Township went out to bid for trash and recycling collection service last month. The bid was advertised twice in the Daily Local News – on August 19 and August 23. A mandatory pre-bid meeting took place on August 30; four firms were represented at the meeting. Ultimately, the Township only received one bid, which was from the current hauler, AJB. The results of the base bid are provided below (for reference, the annual fee for 2022 is \$287.36, which includes yard waste, litter, and bulk pickups):

	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total Years 2023-2025</b>	<b>2026-2028 Optional Renewal Terms</b>
Price per dwelling unit	\$362.76	\$391.78	\$423.12	\$1,177.66	CPI-adjusted from preceding year

Options were provided for additional/alternative services (years 2026-2028 pricing is always based on CPI adjustment based on the preceding year):

Option	Unit	2023	2024	2025	Total Years 2023-2025
Weekly bulk item collection (as opposed to monthly)	Per dwelling unit per year	\$23.04	\$24.88	\$26.87	\$74.79
Roadside litter collection	Per dwelling unit per month	\$1.92	\$2.07	\$2.24	\$6.23
Yard waste collection	Per dwelling unit per month	\$17.40	\$18.79	\$20.29	\$56.48
Special pick-up	First hopper load	\$56.00	\$60.48	\$65.32	\$181.80
	Each additional hopper load on same day	\$49.00	\$52.92	\$57.15	\$159.07
Stickers for additional bags of trash	Per packages of 10	\$39.00	\$42.12	\$45.49	\$126.61
Tash toter	Per toter	\$114.00	\$123.12	\$132.96	\$370.08
Pickup of large white goods (and freon removal)	Per item	\$100.00	\$125.00	\$150.00	\$375.00
Pickup of small white goods (and freon removal)	Per item	\$80.00	\$85.00	\$90.00	\$255.00
Pickup of mattress or box spring	Per item	\$75.00	\$80.00	\$85.00	\$240.00

During discussion, the Board agreed on the following optional services:

- Continued monthly bulk collection.
- Continued roadside litter collection.
- Continued yard waste collection.
- Permission to allow the hauler to shift the pick-up day to accommodate a holiday (the prior contract only allowed a shift if the holiday fell on the collection day, which has become challenging with staffing shortages).

M. Davis made a motion to award the Municipal Waste Collection contract to A.J. Blosenski, Inc. inclusive of the following options:

- Continued monthly bulk collection.
- Continued roadside litter collection.
- Continued yard waste collection.
- Permission to allow the hauler to shift the pick-up day to accommodate a holiday.

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

- b. Change of control – A. J. Blosenski has been sold to Blythe Recycling and Demolition Site Holdings, Inc., a Delaware corporation that is a wholly owned subsidiary of Waste Connections US, Inc. Blythe is now the sole parent of AJB and AJB will continue to conduct substantially the same business and perform all of its duties under the current Agreement. In order to enable this transaction, the Township Manager executed a Consent to Change of Control letter in August. Mr. Davis made a motion to ratify the Township's execution of the Consent to Change Control. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

15. Good Fellowship Ambulance – Kristin Camp is currently working on the contract based on input received from the municipalities. Meanwhile, Kim Holman has left as Good Fellowship's Executive Director as of the end of August. Kim is moving on to a new opportunity. She will be remaining as a volunteer and continue to work on several projects. For the transition, the Board of Directors has appointed Chaz Brogan as the Interim Executive Director and he in turn appointed Assistant Chief Justin Robbins as the Interim Director of Operations.

16. Codes Enforcement Position – Following up last month's discussion, Mr. Davis made a motion to appoint Terry McCue as Codes Enforcement Officer. Mr. Lavery seconded the motion. There was no discussion and no public comment. The motion passed unanimously.

17. Minimum Municipal Obligation for Pension – Ms. Cantlin announced that the minimum obligation for 2023 for the Township pension plan is \$110,116, which is down \$7,378 from this year.

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

**PUBLIC COMMENT:** Rebecca Smith inquired about the pending Boot Road property acquisition and trails. Mr. Phifer noted that the potential extension of the Chester Valley Trail would be adjacent to the property, but the future of that trail is unknown. She also asked about aspects of the Starr Farm conservation easement.

**EXECUTIVE SESSION:** The Board met in Executive Session with staff from 7:25 p.m. to 7:35 p.m. to discuss real estate and litigation.

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

- September 13, 2022 at 7:30 p.m. (regular meeting)
- October 4, 2022 at 6:30 p.m. (work session)

**ADJOURNMENT / CONTINUANCE:** At approximately 7:35 p.m. the Board agreed to adjourn the meeting.

Mandie Cantlin, Secretary