

EAST BRANDYWINE TOWNSHIP BOARD OF SUPERVISORS
PM SESSION
August 18, 2022

Those in Attendance:

Kyle P. Scribner, Chairman
Carl K. Croft, Vice-Chairman (Phone)
Jason Winters, Supervisor
Luke D. Reven, Township Manager
Jeff Yankanich, Lieutenant
Tom Oeste, Township Solicitor
Lisa Taraschi, Township Secretary

The East Brandywine Township Board of Supervisors meeting of Thursday, August 18, 2022 was called to order at 6:30 PM at the East Brandywine Township Municipal Complex.

Opening of Meeting

Chairman Scribner opened the meeting by announcing that this meeting is being recorded. He then asked everyone to stand for the Pledge of Allegiance.

Public Comment on Agenda Items

There was no public comment.

Approval of Minutes

Supervisor Winters made a motion to approve the meeting minutes from the August 4th Board meeting. Chairman Scribner seconded the motion, with all members voting Aye. Motion passed 3-0.

Treasurer's Report, Authorization to Pay Bills and Approve Payroll

Supervisor Winters made a motion to authorize the payment of bills and approve payroll. Chairman Scribner seconded the motion, with all members voting Aye. Motion passed 3-0.

Reports

Township Manager Reven presented his report to the Board. A copy verbatim et literatim is attached to these minutes and made part of the record.

1. Comprehensive Plan Update: Public Comment Period Continues

A reminder that we remain in the public comment period for our draft Comprehensive Plan. This draft is the culmination of over a year of efforts by the Ordinance Task Force and this consultant team.

- A current draft of the Comprehensive Plan is available online. The website URL is: www.eBrandywine.org/CompPlan.
- Video from the July 6 Planning Commission presentation is available on the same site.
- The website also hosts a form for public comment on the draft Comprehensive Plan.

This project has been funded in part by a generous Vision Partnership Program grant awarded to the Township by Chester County.

2. Status of Glory Maple Lane

Township Staff have received some resident inquiries about the status of Glory Maple Lane located in the Mapleview Development. This section of roadway connects the signal at 322 and Bollinger to North Guthriesville Road. While now paved, this private road is closed at North Guthriesville Road. The land development plan envisions this road will eventually be offered for dedication and be open to through traffic. The decision to keep the road closed was informed by safety concerns (construction continues in Phase III of Mapleview) and the fact that planned traffic-calming features are not yet installed.

3. Township Staffing Updates

Township Staff and Board Members from the East Brandywine Township Municipal Authority have recently conducted interviews for the open part-time position of Municipal Authority Secretary. Two additional interviews are scheduled for Tuesday, August 23. This Board may expect recommendations for a conditional offer of employment as soon as your August AM Regular Session.

The full-time Public Works has been advertised with a closing date of August 26. Interviews will be conducted during the week of August 29.

Both jobs and volunteer opportunities at East Brandywine Township may be found at: www.eBrandywine.org/jobs.

4. Budget Committee Update

The 2023 Budget Committee met for the first time this morning. Directions for our Community Partners, Township Committees, and Township Department Heads with budget requests were agreed upon. Also agreed was a future schedule of meetings: September 8, September 21, October 5, October 20, and November 10. All meetings of the Budget Committee are open to the public and all will be hosted at the Township Building at 9:00 AM. This Board may expect a presentation of a draft budget and to be solicited for your feedback at your Regular AM Meeting November 3.

5. Multi-Municipal Process & Marketing Service for Recyclable Materials

On August 17 the Chester County Commissioners awarded the contract for processing and marketing for recyclable materials to J.P. Mascaro & Sons. Township recyclable material collected curbside will continue to be conveyed by our waste hauler, A.J. Blosenski, to the TotalRecycle material recovery facility (MRF) located in Birdsboro. The Board had previously authorized me to execute a commitment memo on August 4.

6. Act 101 Section 904 Recycle Performance Grant for 2021

Township Staff has completed the Department of Environmental Protection 904 Recycle Performance Grant for materials collected in 2021. Reported were 194.76 tons of commercial material and 1,033.56 tons of residential material. The base award is anticipated to be \$6,141.60. Additional award amounts will likely be lower than prior years due to the substitution of 2020 US Census figures for the first time.

7. Project Update: Bondsville Mill Soils Delivery

The delivery of amended soils as part of Phase II of the Bondsville Mill Project began August 5 and continues this week. This Board approved the purchase of 2,000 cubic yards of material from COSTARS vendor Valley Soils, Inc. on July 7. My thanks to the volunteers of the Le Mill Park Committee for their work spreading this material and Township Staff with the procurement and grant administration tasks.



Garden
approve
Laurel
Bondsvil
assisting

8. Project Update: Healthy Building Assessment

The team at our HVAC maintenance contractor, Honeywell, has completed their Healthy Building Assessment and is preparing an itemized quote for the recommended improvements. Bill McShane of Honeywell will make presentation of their recommendations and take any questions about these recommendations, the maintenance, or configuration of the Township Building's HVAC system at your Regular AM Meeting on September 1.

9. Project Update: Bathroom in Phase I of Community Park

The project steering committee for this project met on August 17. The Board of Supervisors previously rejected both unexpectedly high bids for site work for this project on July 21 leaving the future of the project in doubt. This group will be proposing an alternative for this Board's consideration. At this time the following variables to make the project feasible are being considered:

- The Pennsylvania Department of Conservation and Natural Resources (DCNR) has generously offered to extend the grant deadline from December 2022 to December 2023.
- DCNR has offered to increase the total award in light of unexpectedly higher expenses. The Township will be expected to match this additional funding dollar-for-dollar.
- DCNR will allow the Township to withdraw the grant application, and the failure to complete with project will not be held against the Township in future grant cycles.
- The steering committee is exploring vendors in alternative cooperative purchasing agreements.
- The steering committee is considering smaller prefabricated structures.
- The steering committee is considering revising the site work bid package to amend the project scope.

10. Upcoming Events

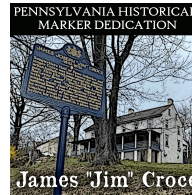
AUGUST 19 | DUSK

Movie in the Park: Raya and the Last Dragon



SEPTEMBER 10 | 9:00 AM

Historical Marker Dedication: Jim Croce



**** Preregistration Required ****

Lieutenant Yankanich presented the Police Department report to the Board. A copy, verbatim et literatim, is attached to these minutes and made part of the record.

1. COVID UPDATE – The COVID-19 CDC and State mandates have been lifted in the Police Department. Employees in the PD will continue taking temperatures as a precaution for a while. Officers will continue wearing masks or other PPE on medical calls that require a higher level of caution.
2. Officer Chris Fox has tenured his resignation from the Police Department effective Friday August 12, 2022 to accept a position with Upland Borough PD. We wish Chris luck in his new position.
3. The new speed trailer approved by the BOS has been ordered. Expected delivery is 6-8 weeks.
4. Our PLEAC final inspection is scheduled for Tuesday August 30, 2022. This will be the Police Department's second re-Accreditation since our initial accreditation in 2016. I would like to thank and commend Lieutenant Jeff Yankanich and Officer Cyle Harnish for all the hard work they have exhibited in helping the Police Department maintain our accredited status.

Monthly Statistics: July 2022

Total monthly events for EB	2126
Investigations completed	198
Criminal Arrests	12
Summary Arrests	12
Warrant Arrests	4
Juvenile Petitions	1
Accidents Investigated	3
Traffic Citation issued	134
Warnings Issued	50
Patrol Miles logged	9,367

Training Completed:

Corporal Juan Lemus – Penn State POSIT, Police Supervisory Training

Deputy Chief Ores presented the Fire Company's report to the Board. A copy, verbatim et literatim, is attached to these minutes and made part of the record.

Emergency Incidents 53 Total Incidents for the Month 31 Total Fire Incidents 22 Total Medical Incidents 10 745
- Alarm system activation, no fire - unintentional 8 611 - Dispatched & cancelled in route 2 111 - Building fire 2
321 - EMS call, excluding vehicle accident with injury 1 130 - Mobile property (vehicle) fire, other 1 141 -
Forest, woods or wildland fire 1 350 - Extrication, rescue, other 1 352 - Extrication of victim(s) from vehicle 1
412 - Gas leak (natural gas or LPG) 1 463 - Vehicle accident, general cleanup 1 551 - Assist police or other
governmental agency 1 571 - Cover assignment, standby, move up Incidents by Municipality Fire Medical East
Brandywine Township 13 12 West Brandywine Township 8 10 Upper Uwchlan Township 1 Mutual Aid Caln
Township 2 South Coatesville 1 Wallace Township 3 West Bradford 1 West Vincent 1 West Whiteland 1
Average Personnel / Response 11 *15 for Major Incident Types Fuel Usage East Brandywine Township 60 West
Brandywine Township 110.7 Total Gallons 170.7 Risk Management: Estimated Fire Damage \$ 1,000.00 Injuries
0 Fatalities 0 Training: Total Trainings This Period 3 Average # of Personnel 22

Old Business

There was none.

New Business

Downingtown Library: Donation Allocation

Mr. Jack Hines President of Downingtown Library and Ms. Lauren Smyth, Director of Downingtown Library
Thank the Board for the continued support of the library. Ms. Smyth stated it has been a very busy summer
for the library as 1400 people signed up for the summer reading program. Ms. Smyth informed the Board that
the library is asking its supporting municipalities for \$3.00 per capita. With that number gradually increasing to
\$5.00 per capita over time. She added they hope to bring staff's pay up to \$12.00 per hour as well as small
cost of living increases to some of the other staff. She also added by fairly compensating our staff this will lead
to superior service. She stated 2038 members of the library are East Brandywine residents. She also added the
library currently has 9700 library card holders. Ms. Smyth thanked the Board for their time and stated a letter
from the library will be sent detailing their request.

Resignation of Sandra Moser from the Municipal Authority & Appointment of Mike Wade to the Municipal Authority

Mr. Reven informed the Board that Ms. Sandra Moser resigned her position from the Municipal Authority back
in January. However, she agreed to stay on until a replacement was found. Ms. Moser found her
replacement, Mr. Mike Wade. Mr. Reven respectfully asked the Board to accept Ms. Moser's resignation and
appoint Mr. Wade to the Municipal Authority.

Chairman Scribner made a motion to accept the resignation of Sandra Moser and accept the application of
Mike Wade to the Municipal Authority. Supervisor Winters seconded the motion. With all members voting
Aye, motion passed 3-0.

Sale of Township Personal Property: Lanier Wide Format Printer/Scanner

Mr. Reven informed the Board the Township had listed a wide format printer on Municibid. He added there were 12 bids for the item, with the winning bid coming in at \$1025.00 from Emilia Moreno of Paterson NJ. Mr. Reven respectfully asked the Board to authorize the sale of the Lanier MP CW2200 in the amount of \$1025.00.

Chairman Scribner stated so moved. Supervisor Winters seconded the motion. With all members voting Aye, motion passed 3-0

Subdivision & Zoning Applications

Resolution 11 of 2022 - A Resolution Conditionally Approving the Final Subdivision Plan for 170 Crawford Road

Mr. Oeste presented the Resolution to the Board.

Supervisor Winters made a motion to adopt Resolution 11 of 2022 as read by Mr. Tom Oeste, Esquire. Chairman Scribner seconded the motion. With all members voting Aye, motion passed 3-0

Resolution 12 of 2022 - A Resolution Conditionally Approving the Preliminary/Final Subdivision Plan for Estate of Elizabeth Wagoner.

Mr. Oeste presented the Resolution to the Board.

Supervisor Winters made a motion to adopt Resolution 12 of 2022 as read by Mr. Tom Oeste, Esquire. Vice-Chairman Croft seconded the motion. With all members voting Aye, motion passed 3-0

Ordinances & Resolutions for Consideration

Resolution 13 of 2022 - A Resolution Appointing Rebecca Corbin to the Zoning Hearing Board as an Alternate Member.

Mr. Reven presented the Resolution to the Board.

Supervisor Winters made a motion to adopt Resolution 13 of 2022 as presented by Mr. Reven. Chairman Scribner seconded the motion. With all members voting Aye, motion passed 3-0

Mr. Oeste presented Ordinance 2 of 2022 to the Board, stating this is an Ordinance of the Township of East Brandywine, Chester County, PA, Amending the East Brandywine Township Code, Chapter 399, Titled "Zoning", and Known as the East Brandywine Township Zoning Ordinance of 1989, by Increasing the Maximum Impervious Coverage Limitations in the R-1, R-1 Cluster, R-2, R-2 Cluster, and R-3 Zoning Districts. Mr. Oeste asked the Board and audience if there were any questions. There were none.

Supervisor Winters made a motion to enact Ordinance 2 of 2022. Vice Chairman Croft seconded the motion. With all members voting Aye, motion passed 3-0.

Mr. Oeste presented Ordinance 3 of 2022 to the Board, stating this is an Ordinance of the Board of Supervisors of East Brandywine Township Authorizing the Execution of an Intergovernmental Cooperation Agreement for the Purpose of Joining with other Municipalities as a Member of the Chester County Emergency Response Commission.

Supervisor Winters made a motion to enact Ordinance 3 of 2022. Chairman Scribner seconded the motion. With all members voting Aye, motion passed 3-0.

Public Comment on Non-Agenda Items

There was none.

Notices

There was none.

Adjournment

Chairman Scribner made a motion to adjourn at 7:15 PM. Supervisor Winters seconded the motion, with all members voting Aye. Motion passed 3-0.

Respectfully submitted,

Lisa Taraschi
Township Secretary