



Architecture • Land Planning • Space Planning

Pocopson Township Building Steering Committee

Meeting Notes – 4:30 p.m. – April 7, 2009
Pocopson Township Building at 740 Denton Hollow Road

Present: Ann Brown, Georgia Brutscher, Jean Conary, Mary Dugan, Alta Hoffman, Rusty Jones, Dennis Melton, John O’Neal, and Susan Simone

Not Present: Kris Firey-Poling

New Business:

- Review and approved Minutes dated 4/2/09.
- Review and approved Steering Committee list detailing names, phone numbers, and e-mail addresses.
- Alta Hoffman distributed article, “Thumb Nail Sketches of Good Old Times.”

Old Business:

1. Phase 3 – Historical Investigation:

A. Downspout Issue: Dennis Melton received the following:

- 4/3/09 Fax from Susan Simone for downspouts/gutters proposal from Meadow Brook Builders dated 2/4/09.
- 12/9/08 Fax from Susan Simone for Bill Harwood’s sketch of seepage beds depicting five pits surrounding the building.
- John O’Neal’s e-mail dated 3/31/09 concerning the white aluminum gutters and downspouts on the house. There are remnants of galvanized half round gutters with old support hardware on the barn.

Conclusion: Dennis Melton agreed to call Bill Harwood (Office: 610-793-2387 and Cell: 484-947-9378) to discuss gutters, downspouts, and seepage pits. Dennis Melton will also follow up with Richard Basilio, MOBAC, Inc., to examine the existing conditions. The practical issues of gutters and downspouts will be decided quickly and final finishes/materials can be decided later.

B. Maintenance: Dennis Melton received the following:

- CD by Reliable Home Inspection Service for inspection by Daniel Eichelberger dated 11/14/08.
- Copy of Radon Testing and Remediation by Reliable Home Inspection Service dated 11/18/08.
- Copy of "Job Material & Labor Record" dated 11/7/08 to cover "removal and replacement of oil burner assembly on old Williamson Temp-O-Matic furnace."

2. Phase 2 – Existing Conditions Assessment:

A. Dennis Melton completed photographs and measurements and currently preparing floor plans.

B. Georgia Brutscher rescheduled site visits to Monday, April 13th, at 10:00 am (rescheduled from 4/3/09 due to weather): Bailey house, Stoltzfus house, and Davidson property. Georgia and Dennis to review gutters and downspouts.

3. Phase 1 – Programming: Issues for Pocopson Township building function were discussed. See Space Requirements spreadsheet dated 4/8/09.

The following meetings have been scheduled:

- Historical Investigation Subcommittee: Wednesday, 4/15, at 4:00 pm at Jean Conary's Home
- Programming: Thursday, 4/16, at 4:30 pm at Township Building

The above summary is intended to be an accurate representation of the items discussed. Please notify the Architect if there are any discrepancies.

Summarized by Dennis Melton (4/8/09)