



Pocopson Township

P.O. Box 1, Pocopson, PA 19366

Office: 610-793-2151

Fax: 610-793-1944

www.pocopson.org

Board of Supervisors Meeting Minutes Monday, November 21, 2011, 7:30 P.M.

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Laressa J. McNemar, P.E.; Sarah Mims, Chair, Historical Committee; Richard J. Jensen, Zoning and Code Official.

- 1. Call to Order:** Conary called the regular meeting to order at 7:30 P.M. and led the Pledge of Allegiance.
- 2. Announcements:** The agenda for the next regular meeting on December 5th will include a presentation by Gannett Fleming, Inc., on the Route 52 and Lenape-Unionville Road Roundabout. Conary announced that Bruce Yelton has elected to resign from a number of commissions. Yelton is a distinguished volunteer having served the Township in many capacities for over 20 years. McNemar attended the Kennett Area Regional Planning Commission (KARPC) on November 15th. Conary attended the Chester County Association of Township Officials Convention November 10th.
- 3. Public Comment:** **John DeBow of 410 East Lafayette Road** spoke to the Board regarding proposed road work by the Public Works Department. Board will discuss the situation with the Public Works Director. **George Pellegrino of 119 Sloan Road** reported an issue with stormwater runoff in the area to the rear of homes in Riverside. Board directed that he should follow-up with the Riverside Homeowners Association as it has accepted responsibility for non-warranty repairs from Toll Brothers.
- 4. PA State Police: Avondale Station Commander, Lieutenant Richard H. D'Ambrosio,** reviewed recent department statistics for the Township including routine patrols, criminal incidents, and reportable crashes. Pocopson is one of 14 primary jurisdictions and 6 part-time jurisdictions covered by the Avondale Station. The Board discussed the difficulties in controlling the inordinate number of false alarms and the burden on police resources responding to those calls. D'Ambrosio will review speed control assignments for the Township at the troop roll call and will send the Township a pamphlet on controlling false alarms.
- 5. Comprehensive Plan Update Proposal: Carol J. Stauffer, AICP, Planning Services Director and Senior Planner Sue Elks,** from the Chester County Planning Commission (CCPC), presented an overview of the CCPC proposal for professional planning services dated October 24, 2011. The Proposal provides for CCPC assisting the Township with the required 10-year update of the Township's Comprehensive Plan. Board reviewed the Vision Partnership Program In-Kind Grant Application for submission to the County. Stauffer noted that current census data is available through the American Community Survey. The CCPC can begin work on the Comprehensive Plan update in March 2012, and generally, it is a 2-year process requiring a regular meeting schedule and an occasional public meeting.

Motion: Brutscher moved, McNemar seconded, to approve submission of the Chester County Vision Partnership Program Grant Application for 75% of the total eligible cost of the Comprehensive Plan Update Project and to appoint a Task Force during the Reorganization Meeting on January 3, 2012; motion unanimously approved.

6. North Wawaset Road Sketch Plan (Tax Parcel 63-1-20.1): no action.

7. Zoning Hearing Board Application – 1410 Lenape Road (Tax Parcel 63-4-115.1):

Armand Coppotelli, Brandywine Vista LLC (Landowner) and Jim Caldwell of Nu-Image Home Improvement, appeared before the Board. The Application was discussed by the Planning Commission (PC) during their regular meeting on November 16th. Board reviewed the following correspondence as part of the discussion: Interim Zoning Official Vandemark & Lynch, Inc., Field Report dated October 5, 2011 and Zoning Violation Notice dated October 27, 2011; Richard J. Jensen, Zoning and Code Enforcement Officer, letter to the Zoning Hearing Board dated November 11, 2011; Planning Commission Response dated November 18, 2011. Landowner described recent exterior/land disturbance activity located in the rear of the Lenape Village Shops (Shops). Landowner indicates that the rear of the Shops is an existing nonconformity and is utilized as a loading area for tractor trailers and delivery trucks. Caldwell indicated that Landowner worked with the Township through the permitting process to connect the shops to the Riverside Wastewater Treatment Plant and that the paving mitigates issues associated with land disturbance that occurred as a result of installation of sewer lines. Neighboring landowners have voiced concern regarding the loss of screening, specifically the removal of the hedgerow adjacent to Denton Hollow Road. Board agreed that the review documents show that the Landowner proceeded with the project without approvals or permits or submission of a development plan that would show stormwater management and location for stockpiling snow during plowing season. Board addressed the inadequacy of the landscape drawing submitted this evening noting the number of invasive species shown on that drawing. Landowner was reminded to submit to the Township a pump and haul agreement for the grease trap as required by Ordinance and to determine from the tenants the current pump-out schedule.

Motion: Conary moved, McNemar seconded, to recommend approval of the Application for a Commercial Variance on the following conditions: (1) submission and approval by the Township of a landscape plan to provide screening and replacement of the hedgerow; (2) submission and approval by the Township of a stormwater management plan including construction of facilities to address runoff from the roof drains; and (3) verification that the commercial propane tanks have been installed in accordance with all applicable codes and regulations; motion unanimously approved.

8. Historical Committee: Mims reviewed the bid package for the Locust Grove Schoolhouse Furniture. Board discussed the procurement pre-approval request dated November 21st for selection of a web site designer. The bid package for exterior improvements to the Locust Grove Schoolhouse will be presented during the December 19th Board meeting.

Motion: Conary moved, Brutscher seconded, to approve the Locust Grove Schoolhouse Furniture Bid Package dated November 17, 2011, and to proceed with advertising in accordance with the provisions of the 2nd Class Township Code; motion unanimously approved.

Motion: Brutscher moved, Conary seconded, to accept the Rock River Star proposal as described in the Procurement Pre-Approval Request condition upon review of the contract by the Township Solicitor; motion unanimously approved.

9. Public Works Report: Board reviewed and accepted the Public Works Report dated November 21, 2011 as submitted.

10. 2012 Budget: Conary reported completion of the proposed 2012 budget noting that it includes no increase in the property or earned income tax rates.

Motion: Brutscher moved, Conary seconded, to adopt the budget as the preliminary budget for 2012 and to proceed with legal advertising to consider adoption of the budget during the regular meeting on December 19th; motion unanimously approved.

11. Old Business:

Motion: Conary moved, McNemar seconded, to proceed with legal advertising for the Open Space Public Hearing on December 19th; motion unanimously approved.

Motion: Brutscher moved, Conary seconded, to approve the November 16, 2011 proposal submitted by DiOttavio & Company, Inc., in the amount of \$850.00 for services in regards to the preservation of historic fabric for the adaptive reuse of the Barnard House without reference to prevailing wage; motion unanimously approved.

Motion: Conary moved, Brutscher seconded, to approve the release of landscape escrow funds for the Leonard/Roberts Property at 60 Bragg Hill Road, as recommended by the Township Landscape Architect review and comment letter dated November 17, 2011; motion unanimously approved.

12. New Business: McNemar recommended a procedural amendment to provide for adequate review for replacement of landscape material when set forth in operation and maintenance agreements for developed land. Board discussed appointment of Certified Public Accounts to replace elected Township Auditors to conduct the 2011 Annual Audit as advertised.

Motion: Brutscher moved, Conary seconded, to adopt Resolution 2011-29 regarding appointment of a firm of Certified Public Accountants; motion unanimously approved.

13. Correspondence: **Motion:** Conary moved, McNemar seconded, to authorize removal of tax liens for parcel 63-4-104 in the amount of \$447.99 as requested by the Chester County Tax Claim Bureau as the cabin that existed on the property was removed or destroyed in October 1998; motion unanimously approved.

14. Treasurer's Warrants: Brutscher clarified that a proposed regional mapping project will be funded by the KARPC.

Motion: McNemar moved, Brutscher seconded, to approve the Bill Payment Lists for November 8 – 21, 2011 recommended for payment by the Treasurer; **General Fund:** 15 bills paid totaling \$19,487.31; 3 debit card charges totaling \$484.44; **Highway Aid:** 5 bills paid totaling \$18,434.92; **Historical Committee:** 1 bill paid for \$1,390.00; **Open Space Tax:** 3 bills paid for \$9,646.30; **Parks, Recreation & Trails Committee:** 1 bill paid for \$433.20; **Route 52 / Road Improvements:** 1 bill paid for \$2,500.00; **Township Facilities:** 1 bill paid for \$985.00; motion unanimously approved.

15. Approval of November 7, 2011 Meeting Minutes and the November 14, 2011 Budget Work Session Meeting Minutes: Conary moved, Brutscher seconded, to approve the Minutes of November 7, 2011 as reviewed; motion unanimously approved. Brutscher moved, Conary seconded to approve the Minutes of the November 14, 2011 Budget Work Session Meeting; motion unanimously approved.

16. Adjournment: At 9:45 P.M., Conary moved, Brutscher seconded, to adjourn the meeting; motion unanimously approved.

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair