



Pocopson Township

Pocopson, Pennsylvania 19366

Township Office Phone (610) 793-2151

FAX (610) 793-1944

Board of Supervisors Meeting Minutes Monday, May 23, 2011

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Lauresa J. McNemar, P.E.; Mark Knightly, Director, Public Works; Committee Chairs – Beverly Bruns, Founders Day; Mike McGann, Parks, Recreation and Trails (PRT).

1. Call to Order: At the conclusion of the Public Hearing, Conary called the regular meeting to order at 8:30 P.M. and dispensed with the Pledge of Allegiance.

2. Announcements: Brutscher attended the Kennett Area Regional Planning Commission meeting on Tuesday, May 17th. Board met with Dennis Melton, AIA, to discuss alternate design possibilities for the Barnard House renovation project. The Quitclaim Deed for Right-of-Way granted by East Penn Railroad for the left-turn lane on Route 52 was recorded on May 23, 2011. McNemar completed a ride around the Township with Public Works on May 12th.

3. Founders Day: Bruns submitted a budget for Founders Day 2011. McNemar noted that the Township does not yet have a policy for recognizing volunteer efforts of residents who serve on committees, therefore, at this time, the dinner expense is not approved. Board discussed the suggestion to display Public Works equipment at the Park. Founders Day Committee will vote on the suggestion during its June meeting. Logistics for the display will be determined following the vote. Bruns noted that Founders Day Volunteers will not be able to provide the additional effort required for opening of the Barnard House.

Motion: Conary moved, Brutscher seconded, to approve the Founders Day 2011 budget dated November 12, 2010 and labeled as Founders Day 2011 Expense Estimate to date 5/23/2011; motion unanimously approved.

4. Public Comment: none

5. Public Works Report: Board accepted as written a Public Works Report dated May 23, 2011. Board directed the Secretary to write a letter to PennDOT regarding the deteriorating condition of Lenape-Unionville and Red Lion Roads. Usage of the Wawaset Road Park Restrooms will be addressed by installing signage regarding vandalism. Board approved request for D.L. Waltz Excavating to complete the final grade and spread top soil at the Barnard House Property as the best responsive price quote.

6. Barnard House: Board reviewed list of bidders for structural repairs received to date. Pre-bid meeting will be held on May 24. Knightly continues to work with the insurance company regarding damage to the gutters.

7. Old Business:

a) The Preserve – Toll Brothers personnel are working with Township Engineer to revise the Off-site Roadway Improvements Escrow #2 for resubmission. Board discussed an error on sheet 17 of the Amended Final Land Development Plan recorded April 18, 2011 – a sidewalk is shown installed for lots 42-45 (four dwellings).

Motion: Conary moved, McNemar seconded, that installation of a sidewalk is not required for the front of Lots 42-45 as depicted on Sheet 17 of the Amended Final Land Development Plan dated 2/12/2004 and last revised 3/22/2011; motion unanimously approved.

b) Zoning Concerns – Board reviewed the May 2011 update submitted by Yerkes Associates.

c) Insurance proposals – Conary reported that the Secretary, the Treasurer and he reviewed proposals from H.A. Thomson, Arthur Hall Insurance, and Francis Hall Insurance and that they recommend continuing with H. A. Thompson for the next year while conducting an in-depth analysis of Township insurance needs. Conary also noted that the insurance for the Barnard House should be increased to cover replacement cost. Board agreed to retain H.A. Thomson as the provider for public entity insurance coverage, to increase coverage for the Barnard House and to proceed with an analysis of the insurance needs for the Township.

8. New Business:

a) PRT – McGann and PRT Committee member Ricki Stumpo reviewed the PRT project list as of May 12, 2011. Board welcomed McGann as PRT Chair. Action on priority items from the project list as follows:

i) Schoolhouse/Corinne Trail – to be completed for use during Founders Day; Gilmore Associates completed survey work; Public Works Department to install. McGann noted consideration of a modular pivotal footbridge for the brook crossing.

ii) County Trail connections – McNemar stated that three years ago she attended meetings with County and PRT representatives and that an agreed-to connection through Jack Becker's Hallelynn development, and writing up the easement for the County property are the only remaining steps before construction can occur.

iii) Elser Trail Easement – Board reviewed an email from Tom Bierl dated May 22nd regarding terms of options 1 and 2 as presented to the Elser family by the Township Solicitor. McGann reported that a volunteer from the PRT Committee has agreed to perform maintenance along the fence line. The volunteer service does not include mowing the trail. Secretary is directed to contact Township insurance carrier regarding any necessary coverage for the work to be completed by the volunteer.

iv) Cannon Hill/Lian Drive Trail – survey work was finished but the plan has not been recorded in the Office of the Recorder of Deeds. Stumpo requests revision of the survey plan to include a signature line for the purchaser of Lot 6, 7 Lian Drive. Trail has been marked according to the survey and should be installed.

Board suggested that the PRT Committee use the Trails Feasibility Study as a project guideline. In addition, Conary noted that PRT funds are available for developing the

trailhead on the Barnard House property. The Board will work with the PRT and Brandywine Conservancy regarding the land east of Pocopson Road. McNemar noted there is a 2006 conservation easement on the property, and that wetlands cover nearly 100% of the two parcels owned by the Township, according to mapping in the office. The easement will be reviewed to determine if any disturbance of the area is permitted.

Motion: Brutscher moved, Conary seconded, to appoint David Willey as a member of the PRT Committee; motion unanimously approved.

b) Resolution 2011-14 In Support of Renewing Growing Greener Program

Motion: Conary moved, Brutscher seconded, to adopt Resolution 2011-14 in support of renewing the Growing Greener Program; motion unanimously approved.

c) Resolution 2011-15 Policy Statement for Permits for Use of Pocopson Park

Motion: Brutscher moved, McNemar seconded, to adopt Resolution 2011-15 regarding the approval of permits for use of Pocopson Park; motion unanimously approved.

9. Correspondence: Township Historical Committee member Dan O'Neill will represent the Township during the Brandywine Battlefield Task Force meeting on May 25th. Board reviewed the Open Space Advisory Committee (OSAC) letter dated May 23, 2011 recommending pursuit of the project for Tax Parcels 63-1-44E, 63-3-8E, and 63-3.25.1.

Motion: Brutscher moved, McNemar seconded, to accept the recommendation of the Open Space Advisory Committee dated May 23, 2011.

Board reviewed two proposals for a lot yield study for the OSAC project Tax Parcel 63-1-47.

Motion: Brutscher moved, Conary seconded, to accept VanDemark & Lynch, Inc., Project Proposal No. 22088.00 dated May 18, 2011, in the amount of \$3,300.00 contingent upon the results of a meeting with the landowner regarding a lease agreement; motion unanimously approved.

10. Treasurer's Warrants: Conary moved, Brutscher seconded, to approve the Bill Payment Lists for May 10 - 23, 2011 recommended for payment by the Treasurer. **General**

Fund: 18 bills paid/ checks written totaling \$43,332.91; 1 debit charge totaling \$12.50.

Highway Aid: 1 bill paid for \$10,670.00. **Historical Committee:** 1 bill paid for \$319.50.

Open Space Loan: 2 bills paid totaling \$650.15. **Route 52 Intersections:** 1 bill paid for \$97.00. Board approved Procurement Pre-approval Request as follows: Public Works – \$350 to purchase a portable air conditioner for the Township Office; vendor unspecified but will obtain 2-3 quotes.

11. Approval of May 9, 2011 Meeting Minutes: Brutscher moved, Conary seconded to approve the May 9, 2011 Minutes as reviewed and submitted; motion unanimously approved.

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

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair