



## Pocopson Township

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### Board of Supervisors Meeting Minutes Monday, April 9, 2012, 7:50 P.M.

In attendance: Supervisors – Stephen R. Conary, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Director, Public Works; Richard Jensen, Zoning and Code Enforcement Officer.

**1. Call to Order:** Following continuance on the record of the Lindvig Conditional Use Hearing, Conary called the regular meeting to order at 7:50 P.M. and dispensed with the Pledge of Allegiance.

**2. Announcements:** Bid packages for the Barnard House project are on schedule for completion and submission to the Board for approval. Barnard House Steering Committee will meet on April 16<sup>th</sup>. The Closing on the Bittle Open Space is scheduled for April 11<sup>th</sup>.

**3. Public Comment:** Cliff Warner appeared before the Board to express disappointment regarding the Township's enactment of the 0.2% Earned Income Tax (EIT). Conary recounted the legal process that the Township followed in order to enact the EIT, including the public hearings, legal advertising and Township newsletter articles and web postings.

**4. Public Works Report:** Board reviewed and accepted the Public Works Report dated April 9, 2012 as submitted. Board discussed procurement proposal and recommendation from the Parks, Recreation and Trails Committee to replace a recreational slide in Pocopson Park.

**Motion:** Conary moved, Brutscher seconded, to accept the proposal from River Valley Recreation in the amount of \$3,120.00 plus \$700.00 shipping and to accept the \$2,000 reimbursement from Landscape Structures; motion unanimously approved.

**5. Sewage Ordinance Amendment:** Conary reviewed the text of proposed amendments to the Township Code Chapter 170 Sewers.

**Motion:** Conary moved, Brutscher seconded, to authorize the legal advertising for a public hearing to be held on April 23, 2012, to consider proposed amendments to Chapter 170 Sewers of the Township Code; motion unanimously approved.

**6. Zoning/Code Enforcement Officer Report:** Jensen will attend an upcoming quarterly emergency management training session sponsored by the County Emergency Management Department. An enforcement notice will be filed with District Court 15-3-04 on the matter of 1800 Brooks Road. Communication continues with the owner of 1425 Lenape Road.

**7. Old Business:** Board directed the Secretary to confirm the date for a joint municipality meeting regarding MS4 requirements. Board tabled discussion regarding mapping project pending discussion with the Kennett Area Regional Planning Commission. Brutscher requested and the Board agreed to extend the vermin hunt on the Barnard House property to Monday and Wednesday of the first two weeks of May and June.

**a) Struble Easement Plan – Tax Parcel 63-3-78.3:** Robert Struble submitted final copy of the Amendment to Private Driveway Agreement Dated June 15, 1992. Board reviewed the final copy

that included the Township Engineer April 2, 2012 approval of Section B. regarding maintenance obligations.

**Motion:** Conary moved, Stumpo seconded, to approve and sign the Amendment to Private Driveway Agreement Dated June 15, 1992, serving Lots 2 and 3 on a Final Subdivision Plan of Lands belonging to Alma D. Struble, Tax Parcels 63-3-78.3 and 63-3-78.2, recorded June 30, 1992, pursuant to compliance with the provisions of the Township Code at the time of submission of a building permit application; motion unanimously approved.

**b) Locust Grove Schoolhouse Project:** Board reviewed the construction contract and specifics for project management to be performed by Vandemark & Lynch, Inc.

**Motion:** Brutscher moved, Conary seconded, to approve and sign the Construction Contract with Veteran Construction & Utility Services, Inc., dated April 9, 2012, as recommended by the Township Engineer; motion unanimously approved.

**Motion:** Brutscher moved, Conary seconded, to approve the Professional Services Authorization No. 1 dated April 9, 2012, submitted by Vandemark & Lynch, Inc., in the amount of \$4,000.00 for Construction Administration and Review for the Locust Grove Schoolhouse Parking Lot; motion unanimously approved.

**c) Red Bridge Lane Bridge:** Board reviewed the scope of services submitted by Steinle Construction Engineers/Division of Vandemark & Lynch, required for the repair of the Red Bridge Lane bridge.

**Motion:** Conary moved, Brutscher seconded, to approve the Steinle Construction Engineers/Division of Vandemark & Lynch Scope of Services dated April 9, 2012, for engineering services for guard rails and scour improvements for the Red Bridge Lane bridge; motion unanimously approved.

**d) Lenape Road and Pocopson Road Intersection Improvement Project:** Board reviewed the bid documents submitted by Traffic Planning and Design (TPD) for the intersection improvements.

**Motion:** Conary moved, Brutscher seconded, to authorize the legal advertising for bids for the Lenape Road and Pocopson Road Intersection Improvement Project and to approve the bid documents as submitted by TPD; motion unanimously approved.

**e) Constable Contract:** Board reviewed proposal for Constable Services submitted by Michael Balsama.

**Motion:** Conary moved, Brutscher seconded, to approve the Independent Contractor Agreement for Constable Services as reviewed by the Township Solicitor and to reimburse the \$100.00 additional premium for the endorsement of Pocopson Township as an additional named insured; motion unanimously approved.

**f) Closing Date Extensions:** Board discussed request from Attorney George Elser to extend the Baily Closing. The Board deemed it appropriate to also extend the Bittle Closing in the event an extension is needed.

**Motion:** Conary moved, Brutscher seconded, that in accordance with Section 10 of the Easement Purchase Agreement for the Baily and the Bittle Parcels signed December 19, 2011, an extension is granted for the Bittle Closing Date to April 30, 2012 and an extension is granted for the Baily Closing to May 30, 2012; motion unanimously approved.

**8. New Business:** Board reviewed and approved a proposal for creation of a Facebook Page for Founders Day with one edit to remove content reference for Pocopson Township residents only as the event is supported by nonresidents. Secretary will contact the Township insurance carrier regarding the use of signed waivers for a request for the use of Pocopson Park.

**9. Correspondence:** no action required.

**10. Treasurer's Warrants:** Conary moved, Brutscher seconded, to approve the Bill Payment Lists for March 27 – April 9, 2012 recommended for payment by the Treasurer; **General Fund:** 18 bills paid totaling \$31,899.79; 7 debit card charges totaling \$375.44; **Highway Aid Fund:** 2 bills paid for \$661.84; **Road Improvement Fund:** 1 bill paid for \$401.16; **Schoolhouse Fund:** 1 bill paid for \$14,862.00; motion unanimously approved.

**11. Approval of March 26, 2012 Minutes:** Brutscher moved, Stumpo seconded, to approve the Meeting Minutes dated March 26, 2012 as reviewed; motion unanimously approved.

**12. Adjournment:** At 8:35 P.M., Conary moved, Brutscher seconded, to adjourn the meeting; motion unanimously approved.

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Susan Simone, Administrative Secretary

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Stephen R. Conary, Chair