



Pocopson Township

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Board of Supervisors Meeting Minutes Monday, August 22, 2011 7:30 P.M.

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

1. Call to Order: Conary called the regular meeting to order at 7:30 P.M. and led the Pledge of Allegiance.

2. Announcements: PennDOT Safety Review for the roundabout project will be submitted on August 23rd. Conary met with the Barnard House consultants to review the progress of the structural repairs. Brutscher will attend the Kennett Area Regional Planning Commission meeting in September.

3. Public Comment: none.

4. Founders Day Update: Bruns submitted a Readiness Summary Report dated August 22nd. She reported that sponsorship income is more than budgeted with \$4,575.00 received to date. A number of 2010 exhibitors will be returning for the event including the Pennsylvania State Police and Radnor Hunt. Event signs have been ordered and volunteers identified for the games, parking, canine competition, and general duties. Public Works Department will assist the Committee. Postcards will be mailed on or about August 25th. Bruns requested that the Township confirm adequate liability coverage for the stage facilities. The stage will be repositioned to maximize and improve the audio for the sound system. Brutscher suggested the Committee contact the Brandywine Valley Association regarding use of their portable public address system.

5. Barnard House: none.

6. Public Works Report: Board reviewed the Public Works Report dated August 22nd. Knightly reported no additional action required at this time for the Park restrooms. Conary reported that the review process continues for submission of offers of dedication for roads in Riverside, Taylors Run and Overlook Circle. Township Engineer is working with Toll Brothers regarding the PennDOT permit application for the stormwater inlet installation at Trolley Way. Public Works Department will confirm posting of snow emergency route signs. Brutscher to schedule a Township drive-around inspection with Knightly. Board requested restriping Administration building parking lot. Additional discussion:

- Board approved registration for the September 20 – 21 Rain Garden Training for Public Works Workshop sponsored by the Brandywine Valley Association.
- Public Works personnel are registered to attend a class sponsored by PA One Call and a class to update herbicide licensures.
- Salt shed bid package amendments to be submitted for final approval.

7. Old Business: Board discussed the Emergency Management Coordinator (EMC) vacancy. Residents interested in filling the vacancy may contact a Supervisor. Other suggestions to fill the vacancy include an inter-municipal agreement or retaining the services of a professional EMC. Secretary is directed to prepare a synopsis of the duties of the EMC and to complete the draft update of the Municipal Emergency Management Plan.

Board reviewed the Deer Management Committee recommendation regarding groundhog hunting and requested that specific dates be identified.

Board discussed the progress since the August 15th meeting with Yerkes Associates, principal Code Enforcement Officer. Conary noted a continued lack of follow-up regarding non-routine zoning concerns. McNemar stated that she was not aware of all the particulars. Board discussed Toll Brothers noncompliance with the sign ordinance.

Motion: Conary moved, Brutscher seconded, to initiate a request for proposals for a code enforcement official; motion approved with McNemar abstaining.

McGann reported that on August 11th members of the PRT completed a site walk of the land east of Pocopson Road. The site presents challenges as a viable recreation area, including but not limited to access, parking and cost effective use of the land. Brandywine Conservancy is assisting the Committee in evaluating the land use. Board noted that the PRT is tasked with identifying active recreation projects including proposing new facilities for Pocopson Park. McGann suggested and the Board authorized the preparation of a survey card to be distributed during Founders Day to obtain community feedback on this topic.

8. New Business: Township Engineer will meet with the Board on August 24th regarding the County's continuing efforts to approve a Countywide Act 167 Plan. Board reviewed recommendations of the Brandywine Conservancy and the Open Space Advisory Committee.

Motion: Conary moved, Brutscher seconded, to approve the services of Stephen B. Collins, IFA, to prepare an appraisal with cost not to exceed \$4,500.00 for the following parcels: 63-1-44E, 63-3-8E, 63-3-25.1, and 63-3-9.1E; motion unanimously approved.

9. Correspondence: none.

10. Treasurer's Warrants: Brutscher requested clarification regarding legal fees for Taylors Run Road dedication project. It is noted that the dedication work is progressing.

Conary moved, Brutscher seconded, to approve the Bill Payment Lists for August 9 – 22, 2011 recommended for payment by the Treasurer. **General Fund:** 21 bills paid totaling \$38,672.65.

Historical Committee: 1 bill paid for \$953.00. **Open Space Loan:** 1 bill paid for \$507.50.

Parks, Recreation & Trails Committee: 3 bills paid totaling \$924.01.

11. Approval of August 8, 2011 Meeting Minutes: Brutscher moved, Conary seconded, to approve the August 8, 2011 Minutes as submitted; motion unanimously approved.

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

Susan Simone, Administrative Secretary

Stephen R. Conary, Chair