

**Tredyffrin Township
Organizational Meeting – January 5, 2009**

The Organizational Meeting of the Board of Supervisors of Tredyffrin Township was held on the above date at the Township Building. Board members present included Warren Kampf, Chairman; Bill DeHaven, John DiBuonaventuro, Mark DiFelicianantonio, Judy DiFilippo, Robert Lamina and Paul Olson. Also in attendance were Mimi Gleason, Township Manager; Thomas Scott, Assistant Township Manager; Stephen F. Norcini, Director of Public Works; David Brill, Finance Director; Stephen Burgo, Township Engineer; Supt. Andrew Chambers, Lt. Anthony Giaimo, Thomas Hogan, Esq., Solicitor; and Jolene Buffman, Recording Secretary.

Pledge of Allegiance

Call to Order

Mr. Kampf called the meeting to order at 7:30 p.m.

Appointment of Temporary Chairman

Mr. Kampf appointed Solicitor, Thomas Hogan, Esq., as Temporary Chairman.

Appointment – Chairman for 2009

The Temporary Chairman called for nominations for the position of Chairman of the Board of Supervisors for 2009. Motion was made by Mr. Lamina and seconded by Mr. Olson to nominate Mr. Kampf as Chairman for 2009. Motion was made by Mr. DeHaven to appoint Mrs. DiFilippo as Chairman for 2009. The motion was not seconded. The motion to appoint Mr. Kampf as Chairman of the Board of Supervisors for 2009 carried unanimously.

Appointment – Vice Chairman for 2009

The Temporary Chairman called for nominations for the position of Vice Chairman. Motion was made by Mr. Kampf and seconded by Mr. Olson to nominate Mr. Lamina as Vice Chairman. There were no other nominations. The motion to appoint Mr. Lamina as Vice Chairman for the Board of Supervisors for 2009 carried unanimously.

Temporary Chairman Relinquishes Gavel

Mr. Hogan relinquished the gavel to Mr. Kampf as the elected Chairman for 2009.

Appointment – Township Solicitor

Motion was made by Mr. Olson and seconded by Mr. DeHaven, to appoint the firm of Lamb McErlane PC as Township Solicitor for 2009. Motion carried unanimously.

Appointment – Zoning Hearing Board Solicitor

Motion was made by Mr. Lamina and seconded by Mrs. DiFilippo, to appoint the firm of Gawthrop Greenwood & Halstead as Zoning Hearing Board Solicitor for 2009. Motion carried unanimously.

Appointment – Auditors for 2008

Motion was made by Mr. Olson, seconded by Mr. Lamina, and carried unanimously to appoint McGladrey & Pullen as Auditors for 2008 for the General Fund, Sewer Revenue Account, Valley Creek Operating Account, Money Purchase and Deferred Compensation Plans, and Library Foundation.

Appointment – Open Records Officer and Deputy for 2009

Motion was made by Mr. Kampf, seconded by Mrs. DiFilippo, and carried unanimously to appoint Mimi Gleason as the Open Records Officer and Lt. Anthony Giaimo as the Deputy Open Records Officer for 2009.

Resolution Designating Providers of Emergency Services

Motion was made by Mr. DeHaven and seconded by Mr. Olson to adopt a Resolution designating providers of emergency services as follows: Paoli Fire Company, Berwyn Fire Company and Radnor Fire Company to provide fire protection and rescue service; Paoli Fire Company, Berwyn Fire Company and Radnor Fire Company to provide Basic Life Support Service; Berwyn Fire Company, Malvern Fire Company, and Narberth Ambulance to provide Advanced Life Support Service; PennStar2 to provide Air Ambulance (helicopter) Service; and Police Department of Tredyffrin Township to provide police protection. Motion carried unanimously.

2009 Meeting Dates

Motion was made by Mr. Olson, seconded by Mr. DeHaven, and passed unanimously to adopt the 2009 Meeting Schedule, as amended.

Announcements

- A. Regular meetings of the Board of Supervisors – First and Third Monday of each month unless otherwise.
- B. Meetings of the Planning Commission – First and Third Thursday of each month unless otherwise advertised.
- C. Regular meetings of the Zoning Hearing Board – Fourth Thursday of each month unless otherwise advertised.

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- D. Regular Meetings of the Municipal Authority – Second Tuesday of each quarter unless otherwise advertised.
- E. Regular meetings of the Park & Recreation Board – Second Wednesday of each month unless otherwise advertised.
- F. Library Board – Fourth Tuesday of each month at the Tredyffrin Public Library unless otherwise advertised. In February, June and October, the Board meets at Paoli Library.
- G. Environmental Advisory Council – Second Tuesday of each month unless otherwise advertised.
- H. Cable TV Advisory Committee – First Wednesday of each month unless otherwise advertised.
- I. Traffic Committee – Third Wednesday of each month at 7:30 a.m. unless otherwise advertised.
- J. Historical Architectural Review Board – Third Wednesday of each month at 7:30 p.m. unless otherwise advertised.

Resolution – Acceptance of Roads for Dedication

Motion was made by Mrs. DiFilippo, seconded by Mr. DiFelicianantonio, and carried unanimously to approve the following Resolution:

BE IT HEREBY RESOLVED that the Board of Supervisors will accept roads for dedication as provided in the Subdivision and Land Development Ordinance from April 1 to September 15.

Resolution – Check Issuance

Motion was made by Mr. Olson, seconded by Mrs. DiFilippo, and carried unanimously to approve the following Resolution:

BE IT RESOLVED that the designated personnel of the Township, as provided in the Home Rule Charter and the Administrative Code, are hereby authorized to issue checks to cover the following wages and bills as budgeted without prior approval of the Board of Supervisors – (1) Payroll; (2) Personnel Benefits and Training Expenses; (3) Debt Service (Principal and Interest); (4) Equipment Rental; (5) Operation, Maintenance and Repair of Township Property and Equipment Supplies; (6) Lighting and Maintenance of Highways; and (7) Temporary investment and Transfers.

Resolution – Professional Consultants’ Fees

Motion was made by Mr. DeHaven, seconded by Mr. Olson, and carried unanimously to approve the following Resolution:

BE IT HEREBY RESOLVED that fees for reasonable and necessary expenses charged by the following professional consultants for reviews or inspections for subdivisions or land developments shall be reimbursed by applicants consistent with the rates contained in their respective proposal letters for 2009 fees:

1. Spotts, Stevens, & McCoy, for stormwater and general development plan reviews and inspections
2. Lamb McErlane PC for legal reviews
3. Gannett Fleming, Inc. for sewer related plan reviews and inspections
4. Orth-Rodgers Associates, Inc. for traffic related reviews

The Organization Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Jolene E. Buffman
Recording Secretary

Tredyffrin Township**Minutes – January 5, 2009**

The first regular meeting of the Board of Supervisors of Tredyffrin Township for the month of January was held on the above date at the Township Building. Board members present included Warren Kampf, Chairman; Robert Lamina, Vice Chairman; Bill DeHaven, Mark DiFeliciano, John DiBuonaventuro, Judy DiFilippo, and Paul Olson. Also in attendance were Mimi Gleason, Township Manager; Thomas Scott, Assistant Township Manager; Stephen F. Norcini, Director of Public Works; David Brill, Finance Director; Stephen Burgo, Township Engineer; Superintendent Andrew Chambers; Thomas Hogan, Solicitor; Lt. Anthony Giaimo; and Jolene Buffman, Recording Secretary.

Call to Order

Mr. Kampf called the meeting to order at 7:40 p.m.

Minutes

Motion was made by Mr. Olson, seconded by Mr. DiBuonaventuro, and passed unanimously to approve the minutes of the regular meeting held December 15, 2008, as amended.

Announcements

The Board of Supervisors will hold a public hearing at the second meeting in January 2009 to consider adoption of a new Comprehensive Plan.

Miscellaneous - Police Personnel Changes

Supt. Chambers announced that Detective Lester Neri has retired after 26 years of outstanding service to the community and residents of Tredyffrin Township. He is President of the State Fraternal Order of Police Lodge for all of Pennsylvania. He represents the most police officers of any state in the union.

Supt. Chambers announced that Officer Thomas Tartaglio resigned last week, and was appointed to fill the Magistrate District Justice position for the eastern portion of the Township. He will be our local District Justice.

Miscellaneous - Supervisors Liaison Reports

Mr. DiBuonaventuro reported that the 501(c)(3) Park and Recreation Foundation will have an informal first meeting tomorrow night for members to get to know each other and to decide when the first formal meeting will be.

Mr. DiBuonaventuro reported there are 412 individuals signed up for the Citizen Alert Notification System. He reminded residents they can sign up at www.chesto.alertpa.org.

Mr. Olson recognized Joe Sherwood, Library Director, for his excellent leadership in getting the Strafford Library up and running following the construction of the addition. Mr. Sherwood said there are a few odds and ends left to take care of, and the current grand opening date is January 23rd. Mr. Olson said several events are being planned for the opening and will be announced in the next few weeks.

Mr. DeHaven read a letter from the Berwyn Fire Company thanking Mr. Norcini and his Public Works Department for the excellent work they did during the Christmas Eve morning ice storm. Mr. Norcini said his road crew and the Police Department worked together to make the Township roads as safe as possible.

Mr. Kampf said the Board met in Executive Session to discuss personnel and legal matters before this meeting.

Miscellaneous - New Assistant Township Manager

Ms. Gleason introduced Thomas Scott, the new Assistant Township Manager. Mr. Scott comes from Warwick Township, where he was also the Assistant Township Manager. Mr. Scott is a graduate of Villanova University and Colorado State University.

Miscellaneous - Resolution approving Police Officers' contributions to the Police Pension Plan for the year 2009

Mr. Brill said this is the annual requirement to keep the Township in compliance with State law. It puts in writing the contribution level of each police officer to the pension plan, as well as officers who are hired after January 1, 1999, whose contributions go into a separate post retirement medical benefit trust fund.

At the end of discussion, motion was made by Mr. Olson, seconded by Mr. DeHaven, and passed unanimously to adopt a resolution as drafted approving the Police Officers' contributions to the Police Pension Plan for 2009.

Miscellaneous - Receive bids for Public Works Department Project #1-09, "Street Light Maintenance Contract"

Mr. Norcini said the Public Works Department is responsible for the operation, maintenance and repair of over 2,000 street lights. This has been outsourced to firms with the licensing, expertise and equipment to perform the required tasks, and we are at the end of our current maintenance contract.

At the end of discussion, motion was made by Mrs. DiFilippo, seconded by Mr. Olson, and passed unanimously to receive bids for Public Works Department Project #1-09, "Street Light Maintenance Contract" on Wednesday, February 25, 2009 at 10:00 a.m.

Miscellaneous - Receive bids for Public Works Department Project #2-09, “Wilson Farm Park Band Shell and Stage Construction”

Mr. Norcini said in conjunction with a County grant, we were budgeted funds to construct a stage and band shell at the Shire Center in Wilson Farm Park. The design of the stage is being done by the firm Simone Collins, who designed the park’s original Master Plan and subsequent construction plans. In order to stay within the budget framework, we will be purchasing a pre-manufactured structure on State contract and placing the assembly and other construction out for sealed bid.

At the end of discussion, motion was made by Mrs. DiFilippo, seconded by Mr. DeHaven, and passed unanimously to receive bids for Public Works Department Project #2-09, “Wilson Farm Park Band Shell and Stage Construction” at a date to be determined.

Miscellaneous - Schedule a Conditional Use Public Hearing for St. Peter’s Church in the Great Valley

Ms. Gleason said in December, the Board of Supervisors adopted an amendment to Section 208-45.F in the Zoning Ordinance permitting religious institutions to use their properties for limited commercial uses, when approved by conditional use. St. Peter’s Church in the Great Valley has submitted a conditional use application seeking approval under the new regulations.

At the end of discussion, motion was made by Mr. Olson, seconded by Mrs. DiFilippo, and passed unanimously to schedule a Conditional Use Public Hearing for St. Peter’s Church in the Great Valley on Monday, February 2, 2009.

Miscellaneous - Reschedule Public Hearing for Stormwater Ordinance

Ms. Gleason said the public hearing for the Stormwater Ordinance is currently scheduled for the next Board of Supervisors meeting. She said additional time is needed to have the solicitor review the reformatting and amendments to our Stormwater Ordinance.

At the end of discussion, motion was made by Mrs. DiFilippo, seconded by Mr. Olson, and passed unanimously to reschedule the public hearing for the Stormwater Ordinance to Monday, March 16, 2009.

Miscellaneous - Receive bids for Engineering Department Project #2-09 – “Maude-Lisa-Vincent Roads Drainage Improvement Project”

Mr. Burgo said the Maude-Lisa-Vincent Roads Drainage Improvement Project proposes to install new stormwater inlets, manholes and piping in the roadway. The project also proposes the installation of an infiltration bed in the cul-de-sac of Maude Circle and at the existing Lisa Drive stormwater outfall in the Open Land Conservancy property to reduce the stormwater runoff volumes and rates of discharge.

At the end of discussion, motion was made by Mr. Olson, seconded by Mr. DeHaven, and passed unanimously to receive bids for Engineering Department Project #2-09, “Maude-Lisa-Vincent Roads Drainage Improvement Project” on Monday, March 30, 2009 at 2:00 p.m.

Miscellaneous - Accept a temporary grading easement for the Sidewalk Project, Phase I, for the property at 784 Conestoga Road

Mr. Burgo said this is one of three temporary grading easements required to facilitate the sidewalks around the western edge of Conestoga Road that comes into Orchard Way and Cassatt Road. The property owner has signed the temporary grading easement document. The easement includes the area outside of the existing roadway right-of-way that is required to regrade back into the existing property. It does not include any construction of sidewalks or permanent construction.

Mr. Olson asked why this was required. Mr. Burgo said when we actually install the sidewalks and perform the associated grading, we don’t want the final grade to be too steep. When construction work extends past the right-of-way line, we need an additional temporary easement to facilitate final grading of the property.

At the end of discussion, motion was made by Mr. DeHaven, seconded by Mrs. DiFilippo, and passed unanimously to accept a temporary grading easement for the Sidewalk Project, Phase I, for the property at 784 Conestoga Road.

Subdivisions - Approval of Subdivision-Lot Line Preliminary/Final Plan: John Dupnock – Proposal to change lot line between 627 Contention Lane and 370 Castlewood Drive, Berwyn, in an R1 Residence District

Mr. Burgo said the applicant at 370 Castlewood Drive proposes to transfer to Mr. and Mrs. Dupnock of 627 Contention Lane, approximately 6,939 s.f. of land. This transfer would make the non-conforming lot at 627 Contention Lane more conforming and allow for a larger buffer between the two properties. The Planning Commission recommended the Board approve the plan.

At the end of discussion, motion was made by Mrs. DiFilippo, seconded by Mr. Olson, and passed unanimously to approve Subdivision-Lot Line Preliminary/Final Plan for John Dupnock – proposal to change lot line between 627 Contention Lane and 370 Castlewood Drive, Berwyn, in an R1 Residence District.

New Matters – Board

Mr. Lamina asked Mr. Norcini when Gulph Road would be opened and the bridge dedicated. Mr. Norcini said it would open at the end of January.

Mr. Lamina asked about what the property behind J. B. Winberries on Valley Forge Road would be, and if there would be any commercial transfer taxes. Ms. Gleason said it was a relatively new owner, but not brand new, so there is no transfer tax. A bank and retail store is planned.

Mr. DiBuonaventuro said at the last meeting, Mr. Lamina was traveling and attended by telephone. There was a debate on what the term “present” meant at a meeting, and because it wasn’t defined, could mean a number of things. He made a motion to define the word “present” to mean physically attend a meeting in our Home Rule Charter.

Mr. Hogan said this cannot be made by motion. In the future, a general clean-up of the Home Rule Charter is planned, and this should be addressed as part of the clean-up process. Ms. Gleason said the clean-up is planned for the spring. She said most of the provisions are in the Administrative Code, and this would be an ordinance amendment, much simpler than changing the Home Rule Charter. Mr. Hogan said the Board should instruct staff on the wording – whether a member must be physically present, via phone or video conference. Mr. Hogan said solicitors from many municipalities are discussing this topic because of a recent court decision.

Mr. DiBuonaventuro amended his motion to instruct staff to take appropriate steps to define “present” as physically being at a meeting in order to participate. Mr. Olson seconded the motion. Mr. Kampf said this is simply to instruct staff to draft a proposed change to our law, whether it is code or Home Rule Charter, to define the term.

Resident Douglass Moore asked for more clarification. Mr. Kampf said in our Township law it says a Board member must be present to vote, but “present” isn’t defined. He said Mr. DiBuonaventuro is asking to create a draft to change our law to mean you have to be physically present at a meeting to vote. Mr. DiBuonaventuro said Congress will not take a vote unless the member is physically present, and he wants our rule to be defined.

At the end of discussion, the motion carried unanimously.

Mr. Kampf asked if the compost site was opened for Christmas trees. Mr. Norcini said we don’t have an advertised period this year. We aren’t opening it on the weekends because we would have to pay staff overtime. He said he can open it sometime during the week, but we usually don’t get much business. He said most trash haulers will take Christmas trees.

Mr. DiFelicianantonio asked if plastic signs found on ramps and along the roads were permitted in our Township. Ms. Gleason said business signs are not permitted if they aren’t on their own property. She said our Township Building Inspectors take them down when they see them, but the biggest problem is trying to keep up with them.

New Matters – Citizens

Julie Lindberg, Acting President of the Panhandle Civic Association, said she was following up a letter sent to the Supervisors regarding the budget process, and wondered if they

had any intent to find ways to reduce the deficit. Mr. Kampf said the Board definitely wants to reduce the deficit. The proposed Budget Task Force has not adopted a mission statement yet. One of the components of the Task Force will be to tackle this problem. Mr. Lamina and Mrs. DiFilippo said they would be available to attend an upcoming Civic Association meeting to discuss the deficit.

Meeting was adjourned at 8:20 p.m.

Public Hearing - Consider and adopt an Ordinance fixing rates of taxation for the year 2009

At the end of discussion, motion was made by Mr. Olson, seconded by Mrs. DiFilippo, and passed by a vote of 6-1 to adopt an ordinance fixing rates of taxation for the year 2009. Mr. DiBuonaventuro voted no.

Complete notes of testimony were taken by Elaine Parrish, Court Reporter, and are on file at the Township Building.

Respectfully submitted,

Jolene E. Buffman
Recording Secretary