

**BIRMINGHAM TOWNSHIP
BOARD OF SUPERVISORS MINUTES
OCTOBER 3, 2011**

The regular meeting of the Board of Supervisors was called to order at 7:31 PM in the Township Building by Chairman Conklin with the pledge of allegiance and a moment of silence. A quorum of Supervisors was declared.

John Conklin - Chairman, Board of Supervisors
William Kirkpatrick - Vice-Chairman, Board of Supervisors

Absent was Supervisor Al Bush.

Chairman Conklin moved to approve the September 19, 2011 minutes as written. Mr. Kirkpatrick seconded the motion and the minutes were approved.

Mr. Kirkpatrick moved to approve the bills submitted for payment. General Fund bills totaled \$98,640.47. Sewer Fund bills totaled \$14,423.70. Chairman Conklin seconded the motion and the bills were approved.

PUBLIC COMMENT

The Commonwealth of Pennsylvania Sunshine Law Act 93 (as amended in 1998) requires public comment to be held before official action is taken. There was no public comment.

ROAD REPORT

David Rathbun, Roadmaster, presented a written report for the third quarter which was reviewed with the Board, beginning with resident complaints.

- 2012 Road Program Additions
 1. Depression in the road and edge cracking at the intersection of Farmstead and Fieldpoint
 2. Road edge damage between a double inlet and the road at 1615 Masters Way
 3. Sinkhole behind an inlet at 1108 Meetinghouse Road should be repaired temporarily this fall and replaced as part of the 2012 Road Program
- Sinkhole next to an inlet at 1085 Heartsease was going to be addressed with the repair work needed on Meetinghouse Road but it has been filled in by the homeowner
- Sinkhole next to an inlet between Revere and South New Street Road needs to be filled in and can be done with the additional repair work on Meetinghouse Road.

Mr. Rathbun said that the heavy and numerous rain storms the past two months have resulted in severe erosion on Meetinghouse Road. Chief Nelling and Page Excavating have had to go out and remove the stones and debris from the road on numerous occasions. Deep ruts have formed on both sides of Meetinghouse Road near Renwick Drive. Mr. Rathbun is recommending that the ruts on Meetinghouse Road be addressed now rather than waiting until 2012. The Township has a proposal from Page Excavating

Company to fill the ruts with a larger #3 stone with an oil based binder for a cost of \$3,990. for 285 feet of work. Mr. Kirkpatrick felt this was a very reasonable unit cost for the work.

Chairman Conklin said that he looked at Meetinghouse Road and he did not believe that there was 285 feet of repair work near Renwick Drive. He also expressed his frustration that the Township has to continue to spend money on repairs for this road and that all these monies spent could have been used toward repaving the road.

Mr. Rathbun explained that there is only 100 feet at Renwick (50 feet on each side of the road) that needs to be filled. The remaining 185 feet is on Meetinghouse Road between Birmingham Road and 1025 Meetinghouse Road. This area had small stones compacted in the ruts two years ago which was not adequate.

Mr. Kirkpatrick noted that the recent repairs with the larger stone with the oil based binder have worked effectively so a solution has been found. He said that the road is not designed for all the water that has come across it. The road is narrow with poor drainage and the problem has been compounded by the severe weather. Torrents of water not only come down the road but the water washes onto the road from the open fields. There is no place designed for the water to go except along the road.

Chairman Conklin preferred a long term solution to the edge problem along Meetinghouse Road rather than chewing up a portion of the budget each year on temporary fixes. Mr. Rathbun commented that Meetinghouse Road was last overlaid in 1996 and 1998.

It was decided to defer action on the repair to Meetinghouse Road until the Supervisors could inspect the road.

A separate proposal was received from Page Excavating for \$1,455. for the inlet repair at 1108 Independence Drive; the erosion repair and pavement undermining at Revere Road and South New Street Road; and for a repair of a washout at the drain pipe at the Township Building. It was decided to defer action on this proposal as well. It is anticipated that both items will be reviewed at the next meeting on October 17th.

Mr. Rathbun reported the following:

- The State has sent an estimate of \$113,529. for the 2012 liquid fuels tax, \$4,000. higher than in 2011.
- The fall road inspection is scheduled for October 20th.
- The 2012 road program includes the repaving of a portion of Country Club Road and Silverwood Drive, plus additional patching and repaving as needed.
- The next road report will be submitted December 19th.
- Representative Barrar's office has advised that the construction plans for the Rt. 926 bridge replacement have reverted back to the original plan which includes the elevation of the approaches on both sides of the bridge. The bidding and construction schedule dates are still unknown.

Re-paving versus sealcoating the Township parking lot was discussed. It will be analyzed on the road inspection.

Mrs. Nelling asked about updating the pavement management system for the 2011 budget as it hasn't been done since 2008. Mr. Rathbun will discuss this with the Township Engineer.

Mr. Kirkpatrick said that the engineering cost for the road program should be identified and included as part of the total cost for the project. Mrs. Nelling noted that engineering fees can be paid with liquid fuels funds but only a certain percentage, which she thought was 10 – 12%. The 2011 road program was \$24,051. Engineering costs were approximately \$17,000. so it wasn't realistic to pay the engineering costs with liquid fuels funds. This will be discussed further on the road inspection.

Other road issues discussed:

- Mr. Kirkpatrick noted that stones have gone through the inlet on General Weedon to the other side of the creek and washing over the curbing.
- Kadar Drive appears to be working as repaired.
- Chief Nelling dug a channel to the culvert on Penns Way at Brinton's Bridge.
- Birmingham Hunt and Knolls of Birmingham Roads are on the watch list. Knolls Road is cracking along the edge.

POLICE REPORT

Chief Nelling reported for the month of September. There were 1,120 incidents, including 10 criminal arrests. Two incidents are open. There were 9,923 patrol miles logged on the vehicles during the month.

VACATION POLICY

As part of an effort to establish personnel policies for the employees, at the Board's request, Mrs. Nelling has drafted a resolution for vacation policy for the office staff and the police department. Length of service is measured using the day first worked as the starting point. Vacation increments are effective in the year in which the length of service anniversary occurs. No more than a maximum of three weeks (fifteen days) of unused vacation days can be banked and carried over to the following year unless approved by the Board of Supervisors.

| <u>Length of Service</u> | <u>Vacation Days/Year</u> |
|--------------------------|---------------------------|
| 0 – 1 year | 0 |
| 1 – 4 years | 10 |
| 5 – 9 years | 15 |
| 10 – 19 years | 20 |
| 20 or more years | 25 |

Chairman Conklin suggested that a greater than sign (>) should be inserted before the 1 in 1 – 4 years. With that addition Chairman Conklin moved to approve resolution

111003 for the establishment of a vacation policy. Mr. Kirkpatrick seconded the motion and it was carried.

The meeting was adjourned at 8:12 PM. (JLC)

Respectfully submitted,

Quina Nelling
Secretary/Treasurer

Check Register

BIRMINGHAM TOWNSHIP

03-Oct-11

| Check No | Check Date | Vendor No | Vendor Name | Check Amount |
|-----------------------------------|------------|-----------|----------------------------|--------------------|
| NATIONAL PENN GENERAL FUND | | | | |
| 15255 | 10/3/2011 | 699 | 4IMPRINT,INC. | \$190.25 |
| 15256 | 10/3/2011 | 1001926 | A.J. BOLSENSKI, INC. | \$134.00 |
| 15257 | 10/3/2011 | 80 | AQUA PENNSYLVANIA | \$50.62 |
| 15258 | 10/3/2011 | 873 | CARDMEMBER SERVICE | \$638.47 |
| 15259 | 10/3/2011 | 1001902 | COMCAST CABLE | \$74.90 |
| 15260 | 10/3/2011 | 70 | CONCORD AUTO BODY, INC. | \$468.78 |
| 15261 | 10/3/2011 | 909 | CONCORD TOWNSHIP VFRA | \$43,281.04 |
| 15262 | 10/3/2011 | 775 | CONVENIENT CAR CARE CORPO | \$186.65 |
| 15263 | 10/3/2011 | 872 | GEMPLERS | \$174.85 |
| 15264 | 10/3/2011 | 176 | GOOD FELLOWSHIP RELIEF ASS | \$10,820.26 |
| 15265 | 10/3/2011 | 422 | HARRY TILLMAN AUTOMOTIVE L | \$1,212.57 |
| 15266 | 10/3/2011 | 1001755 | MAJIC LANDSCAPES | \$2,873.00 |
| 15267 | 10/3/2011 | 15 | METROPOLITAN COMMUNICATI | \$565.25 |
| 15268 | 10/3/2011 | 684 | NEXTEL COMMUNICATIONS | \$96.24 |
| 15269 | 10/3/2011 | 171 | REILLY & SONS INC. | \$1,457.09 |
| 15270 | 10/3/2011 | 75 | RJCRAIG GRAPHICS & DESIGN | \$668.00 |
| 15271 | 10/3/2011 | 22 | RUBINSTEINS OFFICE PRODUCT | \$8.31 |
| 15272 | 10/3/2011 | 811 | S & S CLEANING SERVICE | \$411.80 |
| 15273 | 10/3/2011 | 1001833 | STAPLES BUSINESS ADVANTAG | \$215.53 |
| 15274 | 10/3/2011 | 23 | VANDEMARK & LYNCH, INC. | \$2,106.84 |
| 15275 | 10/3/2011 | 1001913 | VERIZON WIRELESS | \$43.01 |
| 15276 | 10/3/2011 | 214 | WEST CHESTER FIREMENS RELI | \$32,460.77 |
| 15277 | 10/3/2011 | 917 | WITMER ASSOCIATES INC. | \$257.24 |
| 15278 | 10/3/2011 | 1001834 | WM P MCGOVERN INC | \$245.00 |
| Bank Totals: | | | | \$98,640.47 |

Check Register

BIRMINGHAM TOWNSHIP

03-Oct-11

| Check No | Check Date | Vendor No | Vendor Name | Check Amount |
|---------------------------------|------------|-----------|---------------------------|--------------------|
| NATIONAL PENN SEWER FUND | | | | |
| 8265 | 10/3/2011 | 602 | APPLIED WATER MANAGEMENT, | \$3,754.35 |
| 8266 | 10/3/2011 | 80 | AQUA PENNSYLVANIA | \$591.31 |
| 8267 | 10/3/2011 | 149 | URS CORPORATION | \$6,100.82 |
| 8268 | 10/3/2011 | 574 | WASTE MANAGEMENT OF SOUT | \$67.22 |
| 8269 | 10/3/2011 | 1001834 | WM P MCGOVERN INC | \$3,910.00 |
| | | | Bank Totals: | \$14,423.70 |