

**BIRMINGHAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
FEBRUARY 5, 2018**

The regular meeting of the Board of Supervisors was called to order at 7:30 PM in the Township Building by Chairman Boorse with the pledge of allegiance. A quorum of Supervisors was declared:

|                 |   |               |
|-----------------|---|---------------|
| Scott Boorse    | - | Chairman      |
| Michael Shiring | - | Vice-Chairman |
| J. Daniel Hill  | - | Member        |

Vice-Chairman Shiring moved to approve the January 2, 2018 organizational and regular minutes as written. Chairman Boorse seconded the motion and the minutes were unanimously approved.

Vice-Chairman Shiring moved to approve the bills submitted for payment since the January meeting. General Fund bills totaled \$106,059.53. Sewer Fund bills totaled \$22,149.82. Supervisor Hill seconded the motion and the bills were unanimously approved.

**COMMITTEE APPOINTMENTS**

Prior to tonight's meeting, the Board of Supervisors interviewed several candidates for vacancies on Township committees. Vice-Chairman Shiring moved to appoint Bob Socash, General Weedon Drive, to the Recreation, Park & Open Space Committee for a term ending in 2019. Chairman Boorse seconded the motion which was unanimously approved. Vice-Chairman Shiring moved for the appointment of John Ponticello, Cedar Mill Lane, to the Historical Commission for a term ending in 2022 and for the appointment of Kelly Fleming, Meetinghouse Road, to the Historical Commission for a term ending in 2018. Supervisor Hill seconded the motion which was unanimously approved.

**AWARD BID FOR 2018 ROAD PROGRAM**

It was duly advertised in the Daily Local News on January 8<sup>th</sup> and 12<sup>th</sup> that the Township would be receiving bids for the 2018 Road Program via the on line PennBid Program until January 30, 2018. Five bids were received. The bids were analyzed by the Township Engineer, Jim Hatfield. He felt that they had received a higher number of bids this year as there was no slurry seal work in the project and the timeliness of getting the bid documents out early in the year. Two bids came in lower than the Engineer's estimate for the base scope and add alternate #1. Mr. Hatfield was familiar with the work of the four lowest bidders. He suggested that the bid be awarded to the low bidder Innovative Construction Services for the base scope of \$192,748.50 and add alternate #1 for \$27,386.00. He recommended that the Board hold off on alternate #2 for the replacement of the storm pipe on Sumner Way. Mr. Hatfield had estimated the cost at \$28,057.50 and the bid from Innovative Construction Services was for \$45,880.00. He would like to look for a more economical way to do this project.

Estimated liquid fuels funds for 2018 are \$163,337. There is a carry forward from 2017 of \$64,453. Sect./Treas. Nelling noted that the liquid fuels funds are not received until March 1<sup>st</sup>. Dave Rathbun added that the amount is an estimate and usually is accurate within ½% with the Township usually getting more than estimated by the State.

Vice-Chairman Shiring moved to award the bid for the 2018 Road Program to Innovative Construction Services for the base scope work of \$192,748.50 and alternate #1 for \$27,386.00. Supervisor Hill seconded the motion which was unanimously approved.

### **SEWER PLANT OPERATOR**

The Township Sewer Engineer, Sandi Morgan of AECOM, prepared a request for proposal for the operation of the wastewater treatment plant (wwtp). The wwtp had been operated by M&B Environmental until July 1, 2017. With little notice they had informed the Township that they would not be providing operating services for the wwtp. Big Fish Environmental helped the Township out on a short term basis. Three proposals were received: Walton Water Services; EEMA O&M Services Group; and KBX Golden. Big Fish Environmental did not provide a proposal. The low bid was from Walton Water Services of Kennett Square. William Kirkpatrick, sewer administrator, Sandi Morgan, Scott Boorse and Secretary/Treasurer Nelling had interviewed Mr. Walton. Mr. Walton is familiar with the MLE process used at the wwtp. Ms. Morgan was familiar with Walton Water Services from working with them at New Garden Township.

Mr. Rathbun asked about the pricing of Walton Water Services compared to M&B Environmental? Mr. Kirkpatrick responded that the pricing was comparable, within \$200.

Vice-Chairman Shiring moved to award the contract for the operation of the wwtp to Walton Water Services of Kennett Square effective March 1, 2018 contingent upon the execution of a contract prepared by the Township Solicitor. Supervisor Hill seconded the motion which was unanimously approved.

### **POLICE REPORT**

Chief Nelling reported for the month of January 2018. There were 1,123 incidents, including five criminal arrests. There were 6,273 patrol miles logged on the vehicles during the month. There were no incidents related to the Eagles winning the Super Bowl Championship.

### **TREASURER'S REPORT**

Secretary/Treasurer Nelling reported for 2017. The books have been closed and all reports have been submitted to the State in order to receive liquid fuels funds by March 1<sup>st</sup>. W-2's and 1099's have been prepared. The auditor, BBD LLP, will be here on February 21<sup>st</sup> to start auditing the books.

|                                    |   |  |
|------------------------------------|---|--|
| General Fund Carry Forward Balance | - | \$982.150.   |
| Sewer Fund Carry Forward Balance   | - | \$346,508. (includes \$46,862. in capital reserve) |
| State Fund Carry Forward Balance   | - | \$ 64,453.   |

|                     |               |               |
|---------------------|---------------|---------------|
| <u>General Fund</u> | <u>Budget</u> | <u>Actual</u> |
| Revenues            | \$2,248,212.  | \$2,946,321.  |
| Expenditures        | \$1,592,060.  | \$1,930,160.  |

Mrs. Nelling reminded the Board that the actual revenues and expenditures were inflated by the National Park Service Grant of \$434,364. for the Dilworth Farm Property.

| <u>GF REVENUES</u>   | <u>Budget</u> | <u>Actual</u> |
|--|---------------|---------------|
| Real Estate Transfer Tax   | \$140,000.    | \$221,366.    |
| Vehicle Code Violations  | 35,000.       | 50,794.       |
| Interest   | 1,400.        | 6,140.        |
| (Interest Rate increase from switching banks from BB&T to TruMark Financial Credit Union)        |               |               |
| Zoning Hearing Board   | 4,500.        | 14,145.       |
| Police Details   | 41,500.       | 124,713.      |
| (wash through in expenses of \$126,230. difference is in timing on receiving checks and payroll) |               |               |
| Building Permits   | 60,000.       | 56,936.       |
| (lower than in previous years)   |               |               |
| Re-enactment   | 10,000.       | 32,177.       |
| (expenditure for re-enactment was \$51,032. with a budget of \$45,000. Net cost was \$18,885.)   |               |               |

| <u>GF EXPENDITURES</u>   |          |          |
|--|----------|----------|
| Legal  | 15,000.  | 23,283.  |
| Legal Police   | 2,500.   | 10,081.  |
| NPDES  | 12,500.  | 32,184.  |
| Police   | 582,550. | 629,699. |
| (police expenses without details was under budget @ \$503,469.)                                      |          |          |
| Snow Removal   | 120,000. | 78,631.  |
| (Page Excavating bill for December snow included in total, but not salt bills of close to \$10,000.) |          |          |
| Inlets   | 5,000.   | 10,765.  |
| Road Maintenance   | 50,000.  | 3,525.   |
| Engineering  | 25,000.  | 27,430.  |

| <u>SEWER FUND</u> | <u>BUDGET</u> | <u>ACTUAL</u> |
|-------------------|---------------|---------------|
| Revenues          | \$652,372.    | \$676,408.    |
| Expenditures      | 415,349.      | 329,899.      |
| Operator          | 51,000.       | 59,610.       |
| Engineering       | 20,000.       | 20,521.       |

Mrs. Nelling stated that the total cost over the last four years for the nitrogen removal upgrade project was \$888,588. Mr. Kirkpatrick said that the initial estimate for the project was \$400,000. When the tanks were opened they had to be rebuilt because of extensive corrosion. A significant cost of the project ended up being consulting from the engineer.

### PUBLIC COMMENT

There was no public comment.

Respectfully submitted,

Quina Nelling  
Secretary/Treasurer

**Check Register****BIRMINGHAM TOWNSHIP**

15-Jan-18

| Check No                    | Check Date | Vendor No | Vendor Name                 | Check Amount       |
|-----------------------------|------------|-----------|-----------------------------|--------------------|
| <b>TRUMARK GENERAL FUND</b> |            |           |                             |                    |
| 19055                       | 1/15/2018  | 80        | AQUA PENNSYLVANIA           | \$2,348.25         |
| 19056                       | 1/15/2018  | 366       | BUCKLEY,BRION,MCGUIRE ATTY  | \$653.25           |
| 19057                       | 1/15/2018  | 383       | CCSIGA                      | \$55.00            |
| 19058                       | 1/15/2018  | 153       | CHESTER COUNTY POLICE CHIE  | \$150.00           |
| 19059                       | 1/15/2018  | 617       | CHESTER WATER AUTHORITY     | \$653.40           |
| 19060                       | 1/15/2018  | 1002121   | CLEVENS K-9 SCOOP LLC       | \$84.00            |
| 19061                       | 1/15/2018  | 775       | CONVENIENT CAR CARE CORPO   | \$299.40           |
| 19062                       | 1/15/2018  | 882       | DCED                        | \$60.00            |
| 19063                       | 1/15/2018  | 560       | DRUGSCAN,INC.               | \$168.00           |
| 19064                       | 1/15/2018  | 1002258   | EASTERN SALT COMPANY INC    | \$5,656.83         |
| 19065                       | 1/15/2018  | 585       | EMERGENCY SYSTEMS SERVIC    | \$595.35           |
| 19066                       | 1/15/2018  | 114       | FRONEFIELD CRAWFORD. JR. LL | \$260.00           |
| 19067                       | 1/15/2018  | 21        | H. A. THOMSON               | \$8,181.03         |
| 19068                       | 1/15/2018  | 422       | HARRY TILLMAN AUTOMOTIVE L  | \$167.16           |
| 19069                       | 1/15/2018  | 281       | IACP                        | \$25.00            |
| 19070                       | 1/15/2018  | 517       | INDEPENDENCE BLUE CROSS     | \$6,666.00         |
| 19071                       | 1/15/2018  | 178       | PAGE EXCAVATING COMPANY,I   | \$36,220.00        |
| 19072                       | 1/15/2018  | 205       | PARKWAY DRY CLEANERS, INC.  | \$106.64           |
| 19073                       | 1/15/2018  | 29        | PECO ENERGY                 | \$748.14           |
| 19074                       | 1/15/2018  | 30        | PECO ENERGY (TRAFFIC LIGHT) | \$67.02            |
| 19075                       | 1/15/2018  | 280       | PENNSYLVANIA CHIEFS OF POLI | \$175.00           |
| 19076                       | 1/15/2018  | 171       | REILLY & SONS INC.          | \$594.84           |
| 19077                       | 1/15/2018  | 811       | S & S CLEANING SERVICE      | \$388.00           |
| 19078                       | 1/15/2018  | 1002278   | SECURE-IDLE INC.            | \$50.28            |
| 19079                       | 1/15/2018  | 23        | VANDEMARK & LYNCH, INC.     | \$4,542.51         |
| 19080                       | 1/15/2018  | 61        | VERIZON 610-793-2600-794    | \$324.37           |
| <b>Bank Totals:</b>         |            |           |                             | <b>\$69,239.47</b> |
| <b>Total Of Checks:</b>     |            |           |                             | <b>\$69,239.47</b> |

**Check Register****BIRMINGHAM TOWNSHIP**

15-Jan-18

| Check No                  | Check Date | Vendor No | Vendor Name              | Check Amount       |
|---------------------------|------------|-----------|--------------------------|--------------------|
| <b>TRUMARK SEWER FUND</b> |            |           |                          |                    |
| 9546                      | 1/15/2018  | 1001859   | COYNE CHEMICAL           | \$2,028.60         |
| 9547                      | 1/15/2018  | 1001970   | EAST BRADFORD TOWNSHIP   | \$3,881.13         |
| 9548                      | 1/15/2018  | 1002364   | KBX GOLDEN LLC           | \$1,415.98         |
| 9549                      | 1/15/2018  | 798       | PA ONE CALL SYSTEM, INC. | \$13.94            |
| 9550                      | 1/15/2018  | 29        | PECO ENERGY              | \$3,639.84         |
| 9551                      | 1/15/2018  | 586       | VERIZON 610-399-6923 315 | \$57.93            |
| <b>Bank Totals:</b>       |            |           |                          | <b>\$11,037.42</b> |
| <b>Total Of Checks:</b>   |            |           |                          | <b>\$11,037.42</b> |

Check Register

BIRMINGHAM TOWNSHIP

15-Jan-18

| Check No             | Check Date | Vendor No | Vendor Name | Check Amount |
|----------------------|------------|-----------|-------------|--------------|
| TRUMARK GENERAL FUND |            |           |             |              |
| 19081                | 1/16/2018  | 882       | DCED        | \$202.50     |
| Bank Totals:         |            |           |             | \$202.50     |
| Total Of Checks:     |            |           |             | \$202.50     |

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BIRMINGHAM TOWNSHIP

16-Jan-18

| Check No           | Check Date | Vendor No | Vendor Name | Check Amount |
|--------------------|------------|-----------|-------------|--------------|
| TRUMARK SEWER FUND |            |           |             |              |
| 9552               | 1/16/2018  | 149       | AECOM       | \$2,974.80   |
| Bank Totals:       |            |           |             | \$2,974.80   |
| Total Of Checks:   |            |           |             | \$2,974.80   |

# Check Register

BIRMINGHAM TOWNSHIP

16-Jan-18

| Check No             | Check Date | Vendor No | Vendor Name        | Check Amount |
|----------------------|------------|-----------|--------------------|--------------|
| TRUMARK GENERAL FUND |            |           |                    |              |
| 19082                | 1/16/2018  | 149       | AECOM              | \$39.66      |
| 19083                | 1/16/2018  | 21        | H. A. THOMSON      | \$7,629.99   |
| 19084                | 1/16/2018  | 171       | REILLY & SONS INC. | \$498.29     |
| Bank Totals:         |            |           |                    | \$8,167.94   |
| Total Of Checks:     |            |           |                    | \$8,167.94   |



# Check Register

BIRMINGHAM TOWNSHIP

29-Jan-18

| Check No                    | Check Date | Vendor No | Vendor Name             | Check Amount    |
|-----------------------------|------------|-----------|-------------------------|-----------------|
| <b>TRUMARK GENERAL FUND</b> |            |           |                         |                 |
| 19085                       | 1/29/2018  | 1002154   | VERIZON 610-4291316 676 | \$55.43         |
| 19086                       | 1/29/2018  | 1001913   | VERIZON WIRELESS        | \$189.23        |
| <b>Bank Totals:</b>         |            |           |                         | <b>\$244.66</b> |
| <b>Total Of Checks:</b>     |            |           |                         | <b>\$244.66</b> |

## Check Register

BIRMINGHAM TOWNSHIP

05-Feb-18

| Check No                    | Check Date | Vendor No | Vendor Name                 | Check Amount        |
|-----------------------------|------------|-----------|-----------------------------|---------------------|
| <b>TRUMARK GENERAL FUND</b> |            |           |                             |                     |
| 19087                       | 2/5/2018   | 8         | 10-8 EMERGENCY VEHICLE SER  | \$172.05            |
| 19088                       | 2/5/2018   | 11        | 21ST CENTURY MEDIA - PHILLY | \$190.22            |
| 19089                       | 2/5/2018   | 1001926   | AJ BLOENSKI, INC.           | \$147.74            |
| 19090                       | 2/5/2018   | 80        | AQUA PENNSYLVANIA           | \$39.90             |
| 19091                       | 2/5/2018   | 1001741   | AW DIRECT                   | \$336.15            |
| 19092                       | 2/5/2018   | 469       | BIRMINGHAM TOWNSHIP SEWE    | \$317.31            |
| 19093                       | 2/5/2018   | 873       | CARDMEMBER SERVICE          | \$119.25            |
| 19094                       | 2/5/2018   | 1002390   | CJS TIRE & AUTOMOTIVE       | \$474.68            |
| 19095                       | 2/5/2018   | 1001902   | COMCAST CABLE               | \$104.85            |
| 19096                       | 2/5/2018   | 70        | CONCORD AUTO BODY, INC.     | \$5,477.24          |
| 19097                       | 2/5/2018   | 1002258   | EASTERN SALT COMPANY INC    | \$8,637.78          |
| 19098                       | 2/5/2018   | 232       | ELYSE/BERBEN INSIGNIA       | \$272.00            |
| 19099                       | 2/5/2018   | 585       | EMERGENCY SYSTEMS SERVIC    | \$203.59            |
| 19100                       | 2/5/2018   | 2         | FREEDOM SYSTEMS             | \$1,206.75          |
| 19101                       | 2/5/2018   | 1001768   | GRAFIX SHOPPE               | \$263.02            |
| 19102                       | 2/5/2018   | 422       | HARRY TILLMAN AUTOMOTIVE L  | \$835.94            |
| 19103                       | 2/5/2018   | 1002388   | JAMES C FINLAN              | \$130.00            |
| 19104                       | 2/5/2018   | 711       | JUDY JENSEN                 | \$350.00            |
| 19105                       | 2/5/2018   | 178       | PAGE EXCAVATING COMPANY, I  | \$2,105.00          |
| 19106                       | 2/5/2018   | 1001951   | R R DONNELLEY               | <del>\$304.75</del> |
| 19107                       | 2/5/2018   | 171       | REILLY & SONS INC.          | \$380.08            |
| 19108                       | 2/5/2018   | 507       | ROTHWELL DOCUMENT SOLUTI    | \$229.33            |
| 19109                       | 2/5/2018   | 811       | S & S CLEANING SERVICE      | \$388.00            |
| 19110                       | 2/5/2018   | 1001833   | STAPLES BUSINESS ADVANTAG   | \$661.62            |
| 19111                       | 2/5/2018   | 1002389   | STEPHEN & LAUREN MEHLER     | \$1,556.21          |
| 19112                       | 2/5/2018   | 1002391   | SUPERIOR SOLAR DESIGN LLC   | \$324.23            |
| 19113                       | 2/5/2018   | 278       | UNRUH, TURNER, BURKE & FRE  | \$1,533.27          |
| 19114                       | 2/5/2018   | 1001881   | YIS/COWDEN GROUP INC        | \$1,444.00          |
| <b>Bank Totals:</b>         |            |           |                             | <b>\$28,204.96</b>  |
| <b>Total Of Checks:</b>     |            |           |                             | <b>\$28,204.96</b>  |

304.75

\$27,900.21

# Check Register

BIRMINGHAM TOWNSHIP

05-Feb-18

| Check No                  | Check Date | Vendor No | Vendor Name                | Check Amount      |
|---------------------------|------------|-----------|----------------------------|-------------------|
| <b>TRUMARK SEWER FUND</b> |            |           |                            |                   |
| 9553                      | 2/5/2018   | 80        | AQUA PENNSYLVANIA          | \$1,347.26        |
| 9554                      | 2/5/2018   | 585       | EMERGENCY SYSTEMS SERVIC   | \$683.45          |
| 9555                      | 2/5/2018   | 2         | FREEDOM SYSTEMS            | \$804.50          |
| 9556                      | 2/5/2018   | 780       | GUMBALL MEDIA,LLC\LAND ART | \$125.00          |
| 9557                      | 2/5/2018   | 586       | VERIZON 610-399-6923 315   | \$38.07           |
| 9558                      | 2/5/2018   | 1001695   | W G MALDEN INC             | \$600.76          |
| 9559                      | 2/5/2018   | 574       | WASTE MANAGEMENT OF SOUT   | \$67.56           |
| 9560                      | 2/5/2018   | 1001834   | WM P MCGOVERN INC          | \$4,471.00        |
| <b>Bank Totals:</b>       |            |           |                            | <b>\$8,137.60</b> |
| <b>Total Of Checks:</b>   |            |           |                            | <b>\$8,137.60</b> |