

**BIRMINGHAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MAY 7, 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	-	Supervisor

Vice-Chairman Shiring moved to approve the April 2, 2018 minutes as written. Supervisor Hill seconded the motion and the minutes were unanimously approved.

Vice-Chairman Shiring moved to approve the bills submitted for payment. Supervisor Hill seconded the motion and the bills were unanimously approved. State Fund Ck#186 for \$191,948.44 was approved for payment to Innovative Construction Services, Inc. for Invoice #13589 for work on the 2018 road program. General Fund invoices totaled \$57,890.70. Sewer Fund invoices totaled \$23,837.07.

POLICE REPORT

Chairman Boorse administered the oath of office to part-time officer Peter S. Gardner who was hired at the April 2nd meeting.

Chief Nelling announced the resignation of part-time police officer Kevin Urbany effective April 30, 2018.

Chief Nelling reported for the month of April. There were 837 incidents for the month including four criminal arrests, three for DUI. There were 7,459 patrol miles logged on the vehicles during the month.

BRANDYWINE CONSERVANCY “BIKE THE BRANDYWINE EVENT”

Rob Daniels, Senior Land Use Planner, with the Brandywine Conservancy was present to inform the Board of a planned bike ride event on September 22nd. The bikers will travel through Birmingham Township on state roads only. The Brandywine Conservancy sponsored this event for the first time in 2016. Due to the Rt. 926 bridge closure, the event was not held in 2017. As done previously, Mr. Daniels requested permission to place a vinyl 4' x 12' temporary event sign at the northeast corner of Creek Road and Brinton's Bridge Road starting in late May or early June. Police assistance will be used at the intersection of Rt. 926 and Creek Road.

Vice-Chairman Shiring moved to approve the placement of a 4' x 12' temporary event sign at the northeast corner of Creek Road and Brinton's Bridge Road in late May 2018 for the September 22, 2018 “Bike the Brandywine Event” sponsored by the Brandywine Conservancy. Supervisor Hill seconded the motion which was unanimously approved.

ANASTASIADIS REQUEST FOR ADDITIONAL EDU'S FOR 1360 OLD WILMINGTON PIKE

Peter Anastasiadis, developer for property at 1360 Old Wilmington Pike, was present to request approval from the Board for the allocation of two additional EDU's for the property. One EDU is currently allocated for the four acre property. The existing house on the property is being demolished and Mr. Anastasiadis is planning on submitting a subdivision plan for three houses on the lot. He needs the additional EDU's for the other two houses so they can all be tied into the Township's sewer plant.

Sandra Morgan of AECOM, the Township's Sewer Engineer, has reviewed the available capacity in a letter to the Township dated May 2, 2018. The Township's Act 537 Plan dated May 7, 2001 lays out the sewer service area and lists the properties to be served. However, the Township did not require all of the properties in the service area to connect to the public sewer. The capacity calculations consider the current and allocated flows. Two methods are used to determine capacity: 1) hydraulic capacity; and 2) organic capacity. After a lengthy analysis, Ms. Morgan determined that there are forty EDU's of unused allocated capacity which could be transferred to parcels in the sewer service area and up to thirty-six EDU's could be transferred without creating an overload to the currently permitted hydraulic and organic capacities.

Vice-Chairman Shiring asked Mr. Anastasiadis if he would be building the houses or selling lots? Mr. Anastasiadis said that he is a builder so his intentions are to build the homes on the lots himself.

Vice-Chairman Shiring moved to approve two additional EDU's for Peter Anastasiadis for the property located at 1360 Old Wilmington Pike based on the May 2, 2018 letter from the Township Sewer Engineer Sandra Morgan on the available capacity at the Township's sewer plant in order for him to proceed with sewer planning modules for 1 EDU for each lot. Supervisor Hill seconded the motion which was unanimously approved.

Mr. Anastasiadis has contracted with Adam Brower, P.E. of E.B. Walsh & Associates for assistance with the subdivision process.

SIGNAGE FOR 1335 OLD WILMINGTON PIKE/STOLTZFUS RV'S

Earl Stoltzfus, owner, and Tom Wilson, legal counsel, were present to ask the Board's support for a future Zoning Hearing Board application which will replace the middle section of the existing signage for Stoltzfus RV'S with an electronic message board. The current sign is a message board that is manually changed. The top portion of the sign that states the name of the business will not change nor will the message on the bottom of the sign which lists the web site information. The entire sign is 50 square feet which is larger than allowed by ordinance but the size of the sign is grandfathered.

Chairman Boorse had numerous questions about the capability of color change for the LED lights; how often the message would change; if the sign would be flashing; and if the sign would be dimmed at night? Supervisor Hill had questions also about animation; graphics; and fonts planned for the sign.

Mr. Stoltzfus said he had no plans on animation, just lettering for the sign with daily or weekly changes. Mr. Shapiro with Lane Signs said that software for the sign has the capability to be programmed to change the message on a specific timing, such as every 24 hours. There is a brightness sensor and it is UL listed but the brightness can also be changed manually.

There was much discussion on what is and what isn't allowed by ordinance for signage; keeping up with technology; and precedent setting.

The Supervisors were not willing to take a position on a future application without a formal submission before them. Mr. Wilson intends to have an application submitted and to return to the Board for a position at the June 4th meeting.

ROAD REPORT

Roadmaster Dave Rathbun reported that the 2018 road program was 85% complete. The curbing and inlet work should be completed by the end of the week and the crack sealing will be completed in a couple of weeks. The first invoice was submitted in tonight's bills for payment. There were additional items added to the road program but the final cost will be within \$1,000. of the original bid.

Mr. Rathbun stated that there was a situation on Crescent Drive where the sub-contractor working for Innovative Construction didn't notify the resident of the curb work being done. The resident returned home after being away for the weekend and couldn't get their car in the driveway or the car in the garage out and they were told the repair wouldn't be completed until Thursday. Both Mr. Rathbun and the Township Engineer, Jim Hatfield, have apologized to the resident and assured them that their driveway would be accessible no later than tomorrow. The notification to the residents is supposed to be done by the contractor. It was assumed that notification was made; and it was not done. Mr. Rathbun suggested that if a resident is going to be inconvenienced that some notification should come from the Township.

RECREATION, PARK AND OPEN SPACE (RPOS) REPORT

RPOS Chairman, Anne Seimer, reported that RPOS had a work day on April 7th at Birmingham Hill trail. There were eight volunteers, including Supervisor Dan Hill. The group replaced twenty fence rails and dug holes. Wood chips for the trail were donated by Brian Matuszewski of Land Art for a future work day.

The 1840's cannon that was donated to the Township has been sent to Williamson College for repairs.

RPOS is requesting the purchase of two benches at a cost of \$1,504.61. One will be for Birmingham Hill; the other for Sandy Hollow Park, but the exact locations haven't been decided. Chairman Seimer said that the cost is included in the budget. RPOS is requesting that a plaque be placed on one bench in honor of prior member Michael Langer who donated almost twenty years to RPOS.

Vice-Chairman Shiring moved to approve the purchase of two benches by RPOS, with the locations to be determined by RPOS, and that one bench be decorated with a plaque

commemorating the twenty years of service by Michael Langer. Supervisor Hill seconded the motion which was unanimously approved.

Chairman Boorse requested that RPOS discuss solutions for drifting snow off of Sandy Hollow Park onto South New Street Road near the intersection with Birmingham Road. He suggested the possibility of the picket style fencing, which is seen at other locations of the Park. If needed, snow fencing could be placed along the back side of the fencing

WASTEWATER TREATMENT PLANT

Vice-Chairman Shiring moved to authorize Herbert, Rowland & Gruble, Inc. Engineering & Related Services of Harrisburg to do a preliminary valuation of the wastewater treatment plant at a cost of \$7,500.00 per their proposal dated December 22, 2017. Chairman Boorse seconded the motion which was unanimously approved.

Sewer Administrator William Kirkpatrick has identified several items at the wastewater treatment plant that need repair:

- 1) Roofs, sheathing and gutters: estimated cost \$12,000.
- 2) Double doors to the dechlorination building that have deteriorated from the gases: estimated cost \$2,500.
- 3) Painting the generator

Secretary/Treasurer Nelling said that there was \$30,000. allocated for repairs in the sewer fund budget.

Vice-Chairman Shiring moved to approve the repairs identified by Mr. Kirkpatrick for an estimated cost of \$15,000. Chairman Boorse seconded the motion which was unanimously approved.

In marking out the PA One Calls, Brian Matuszewski has identified buried manholes in the Knolls of Birmingham development. The Board suggested that the location and depth of the manholes be determined with the locations marked and the depth noted on the sewer plans.

ENGINEERING PROPOSAL FOR 1200 W. STREET ROAD

In 2014 Steven Fanelli, owner of 1200 W. Street Road (Fenceworks Property), approached the Township about donating a portion of the property along the Brandywine River to the Township. Due to the Rt. 926 bridge construction, discussion was put on hold. The Township Engineer, Jim Hatfield, has provided the Board with a current proposal for professional services to survey the property; prepare a subdivision plan and legal description of the lots and access easement; and for the placement of monuments at the subdivision line. Vice-Chairman Shiring moved to approve the professional services agreement from the Township Engineer for a cost of \$12,200. per the proposal dated May 7, 2018. Supervisor Hill seconded the motion which was unanimously approved.

TREASURER'S REPORT 1ST QUARTER 2018

Sect./Treas. Nelling reported for the first quarter 2018.

The books have been closed for 2017 and the audit completed by BBD, LLP. and submitted to DCED. All year end reports were completed timely in order for the Township to receive its liquid fuels funds by March 1st.

Sect./Treas. Nelling stated that the transition from the elected tax collector, Nancy Bush, to Chester County for the collection of property taxes has been very smooth with only about half a dozen residents sending their tax payments for 2018 to Nancy Bush. Even though the Township only receives a check monthly from the County for the collections, the cash flow has not been adversely affected as the County sends the bills out almost two months earlier than was previously done, and the discount period was moved up from May 31st to April 2nd, so more funds are received earlier in the year than in prior years. There was only one call from a resident questioning the change in due dates for the tax bills, which is set by the County. There was also an e-mail received complimenting the Board for making the change and saving money for the taxpayers.

General Fund Balance - \$868,175.

Sewer Fund Balance - \$273,489.

Sewer Fund Capital Reserve Balance - \$91,009.

State Fund Balance - \$229,983.

	<u>ACTUAL</u>	<u>BUDGET</u>
General Fund Revenues	\$1,286,825.	\$2,327,803.
General Fund Carry Forward	\$ 963,198.	\$ 897,463.
General Fund Expenditures	\$ 418,649.	\$1,696,058.
Real Estate Transfer Tax	\$ 58,569. (36%)	\$ 160,000.
Police Department	\$ 166,813. (22.6%)	\$ 737,578.
Sewer Fund Revenues	\$ 444,203.	\$ 765,491.
Sewer Fund Carry Forward	\$ 346,509.	\$ 367,171.
Sewer Fund Expenditures	\$ 79,704.	\$ 382,259.

OTHER BUSINESS

The Township is in receipt of an e-mail from the Historical Commission Chairman Michael Forbes stating that member Kate Marshall has resigned.

PUBLIC COMMENT

There was no public comment.

The meeting was adjourned at 8:54 PM. (SCB;MTS)

Respectfully submitted,

Quina Nelling
Secretary/Treasurer

Check Register

BIRMINGHAM TOWNSHIP

09-Apr-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK SEWER FUND				
9594	4/9/2018	366	BUCKLEY,BRION,MCGUIRE ATTY	\$120.00
9595	4/9/2018	798	PA ONE CALL SYSTEM,INC.	\$20.00
9596	4/9/2018	29	PECO ENERGY	\$141.92
9597	4/9/2018	1001834	WM P MCGOVERN INC	\$255.00
Bank Totals:				\$536.92
Total Of Checks:				\$536.92

Check Register**BIRMINGHAM TOWNSHIP**

09-Apr-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK GENERAL FUND				
19208	4/9/2018	80	AQUA PENNSYLVANIA	\$2,348.25
19209	4/9/2018	366	BUCKLEY,BRION,MCGUIRE ATTY	\$1,149.30
19210	4/9/2018	775	CONVENIENT CAR CARE CORPO	\$299.40
19211	4/9/2018	560	DRUGSCAN,INC.	\$168.00
19212	4/9/2018	114	FRONEFIELD CRAWFORD. JR. LL	\$700.00
19213	4/9/2018	422	HARRY TILLMAN AUTOMOTIVE L	\$52.99
19214	4/9/2018	1002052	JENNIFER A BOORSE	\$600.00
19215	4/9/2018	904	MATTHEW BENDER & CO.,INC	\$44.00
19216	4/9/2018	205	PARKWAY DRY CLEANERS, INC.	\$132.66
19217	4/9/2018	29	PECO ENERGY	\$654.69
19218	4/9/2018	1001954	RADLEY RUN COUNTRY CLUB	\$564.48
19219	4/9/2018	171	REILLY & SONS INC.	\$455.63
19220	4/9/2018	811	S & S CLEANING SERVICE	\$388.00
19221	4/9/2018	23	VANDEMARK & LYNCH, INC.	\$6,955.37
Bank Totals:				\$14,512.77
Total Of Checks:				\$14,512.77

Check Register

BIRMINGHAM TOWNSHIP

16-Apr-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK GENERAL FUND				
19222	4/16/2018	30	PECO ENERGY (TRAFFIC LIGHT)	\$12.04
Bank Totals:				\$12.04
Total Of Checks:				\$12.04

Check Register**BIRMINGHAM TOWNSHIP**

24-Apr-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK GENERAL FUND				
19223	4/24/2018	1001926	AJ BLOSENSKI, INC.	\$147.74
19224	4/24/2018	517	INDEPENDENCE BLUE CROSS	\$6,666.00
19225	4/24/2018	30	PECO ENERGY (TRAFFIC LIGHT)	\$48.08
19226	4/24/2018	1002154	VERIZON 610-4291316 676	\$54.91
19227	4/24/2018	61	VERIZON 610-793-2600-794	\$328.11
19228	4/24/2018	1001913	VERIZON WIRELESS	\$189.02
Bank Totals:				\$7,433.86
Total Of Checks:				\$7,433.86

Check Register

BIRMINGHAM TOWNSHIP

24-Apr-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK SEWER FUND				
9598	4/24/2018	29	PECO ENERGY	\$2,736.18
9599	4/24/2018	586	VERIZON 610-399-6923 315	\$57.60
9600	4/24/2018	574	WASTE MANAGEMENT OF SOUT	\$135.21
Bank Totals:				\$2,928.99
Total Of Checks:				\$2,928.99

Check Register**BIRMINGHAM TOWNSHIP**

07-May-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK GENERAL FUND				
19229	5/7/2018	8	10-8 EMERGENCY VEHICLE SER	\$310.91
19230	5/7/2018	80	AQUA PENNSYLVANIA	\$2,391.25
19231	5/7/2018	1002416	BLUE360 MEDIA	\$85.72
19232	5/7/2018	9	BRUCE E MAPES, PHD	\$200.00
19233	5/7/2018	366	BUCKLEY, BRION, MCGUIRE ATTY	\$504.00
19234	5/7/2018	873	CARDMEMBER SERVICE	\$475.85
19235	5/7/2018	1002417	CHRISTOPHER S. VASEK	\$93.00
19236	5/7/2018	932	CITY OF COATESVILLE POLICE D	\$225.00
19237	5/7/2018	415	COLLEEN M. PIMER	\$310.00
19238	5/7/2018	1001902	COMCAST CABLE	\$104.85
19239	5/7/2018	1002415	ELI J. POT	\$75.00
19240	5/7/2018	232	ELYSE/BERBEN INSIGNIA	\$59.20
19241	5/7/2018	2	FREEDOM SYSTEMS	\$1,206.75
19242	5/7/2018	46	GALLS, LLC	\$346.77
19243	5/7/2018	702	GEORGE SPYROPOULOS, D.O.	\$150.00
19244	5/7/2018	780	GUMBALL MEDIA, LLC\LAND ART	\$2,943.00
19245	5/7/2018	21	H. A. THOMSON	\$7,629.99
19246	5/7/2018	422	HARRY TILLMAN AUTOMOTIVE L	\$1,486.40
19247	5/7/2018	6	INNOVATIVE CONSTRUCTION SE	\$5,475.00
19248	5/7/2018	711	JUDY JENSEN	\$450.00
19249	5/7/2018	1001755	MAJIC LANDSCAPES	\$2,957.00
19250	5/7/2018	3	PA TWP HEALTH INS COOP TRU	\$1,599.32
19251	5/7/2018	1002418	PACE ELECTRICAL & GENERATO	\$1,504.00
19252	5/7/2018	29	PECO ENERGY	\$408.13
19253	5/7/2018	171	REILLY & SONS INC.	\$1,184.59
19254	5/7/2018	75	RJCRAIG GRAPHICS & DESIGN	\$118.00
19255	5/7/2018	507	ROTHWELL DOCUMENT SOLUTI	\$205.57
19256	5/7/2018	1002371	RUGGERI CADILLAC OF WEST C	\$594.44
19257	5/7/2018	811	S & S CLEANING SERVICE	\$388.00
19258	5/7/2018	26	SIGNAL SERVICE INC.	\$270.00
19259	5/7/2018	1002414	SRN	\$44.00
19260	5/7/2018	1001833	STAPLES BUSINESS ADVANTAG	\$1,099.99
19261	5/7/2018	115	THOMAS R. NELLING	\$127.70
19262	5/7/2018	829	U.S. FINANCIAL LIFE INSURANCE	\$908.60
Bank Totals:				\$35,932.03
Total Of Checks:				\$35,932.03

Check Register**BIRMINGHAM TOWNSHIP**

07-May-18

Check No	Check Date	Vendor No	Vendor Name	Check Amount
TRUMARK SEWER FUND				
9601	5/7/2018	80	AQUA PENNSYLVANIA	\$1,555.61
9602	5/7/2018	366	BUCKLEY,BRION,MCGUIRE ATTY	\$330.00
9603	5/7/2018	1001859	COYNE CHEMICAL	\$2,962.08
9604	5/7/2018	2	FREEDOM SYSTEMS	\$804.50
9605	5/7/2018	780	GUMBALL MEDIA,LLC\LAND ART	\$4,425.00
9606	5/7/2018	1001755	MAJIC LANDSCAPES	\$234.00
9607	5/7/2018	29	PECO ENERGY	\$187.66
9608	5/7/2018	586	VERIZON 610-399-6923 315	\$37.88
9609	5/7/2018	1001695	W G MALDEN INC	\$310.65
9610	5/7/2018	1002401	WALTON WATER SERVICES	\$7,212.85
9611	5/7/2018	821	WILLIAM J KIRKPATRICK	\$20.93
9612	5/7/2018	734	XYLEM WATER SOLUTIONS	\$2,290.00
Bank Totals:				\$20,371.16
Total Of Checks:				\$20,371.16