



Upper Uwchlan Township  
**BOARD OF SUPERVISORS**

October 9, 2012

4:00 p.m.

Minutes

Approved

In attendance:

Kevin Kerr, Chair

Guy Donatelli, Vice-Chair

Cathy Tomlinson, Supervisor

Cary Vargo, Township Manager

John DeMarco, Police Chief

Jill Bukata, Township Treasurer

Al Gaspari, Codes Administrator

Mr. Kerr called the workshop to order at 4:04 p.m.

Windsor Ridge/Pulte

Ten residents from Windsor Ridge attended the workshop. They were under the impression that dedication of their streets was on the workshop agenda, and wanted to let the Board know that there are many items on the punch list that Pulte needs to resolve before the Township releases the bond.

Rob Pipich, President of the HOA spoke for the group. After much discussion, it was determined that there is approximately \$500,000 worth of work to be done, which includes removing dirt from the open space area, repairing drive lanes, alley lanes and sidewalks.

Kevin Kerr asked for a master list of issues delineating what items are ultimately the HOA's responsibility and which items the Township has the authority to work on with Pulte. Cary was asked to confer with the Township solicitor to make sure the Township is within its authority.

Kevin asked Cary to let the HOA know the dates of any meetings where dedication discussions of Windsor Ridge are on the agenda.

The residents in attendance also commented on other issues:

Linda Perry – her property is at the lowest point in her section and her sump pump runs constantly. Al Gaspari worked to resolve a similar complaint from a neighbor several years ago and will look at her property.

Linda Miller – had already contacted Al about a tree on her property. Al will review the planting guide for the development to see if the tree is shown.

There was a request for a light on the flagpole at Fellowship Fields so that the flag not being flown in the dark.

There was a request for a trail from Windsor Ridge to Fellowship Fields.

One resident complained about snow removal at the corner of Churchill and Porter – the plows (snow is currently Pulte's responsibility) plow in a corner of the sidewalk and it is impossible for her to clear it.

### Police Accreditation Update

Chief DeMarco reported the following:

- The policy manual is scheduled for adoption by Board resolution on October 15
- The Collective Bargaining Association (CBA) reviewed it and had requested some changes, all have been made to everyone's satisfaction except for one item that will be part of the next contract negotiation
- Next steps:
  - The Chief needs to sign each section manual and distribute a copy to each officer
  - The evaluator is contacted and schedules a visit to the Township
  - Accreditation will be finalized probably in the 1Q of 2013

Officer Joe Carr stated that the CBA was very appreciative of the way the process was handled and that while they have reviewed it, they have not approved the manual and reserve the right to have further discussion.

### Township Manager's Report

Cary Vargo summarized his monthly report: Park Road Trail Phase III is completely done and the County grant of \$250,000 has been received; we have applied to DVRPC for a CMAQ grant (Congestion Mitigation and Air Quality) in the amount of \$750,000 – DVRPC meets on 10/24 to review applications; the adaptive traffic signal control system is still being evaluated and there will be more training on 10/10/12; Upland Farms adaptive re-use final construction concept plan was received – we need funding before we move forward; department heads were trained on Revelstone in September; the new salt shed project is underway - concrete walls will be poured next Tuesday and it will be completed in about 4 weeks; roadway line painting has not yet started; Munilogic will be here on 10/16 for a kick-off meeting – they will host the Edmunds system on their server which is less than Quatro's fees; Columbia Gas pipeline – residents along the proposed path have received letters from Columbia.

Cary asked for the Board's opinion regarding connecting stormwater outlet to the basin at Larry Morano's property. Cary asked Jason Carver of Jim Gerlach's office to see if there is money available to help with this situation. Guy Donatelli is opposed to spending any money on this project. Kevin recommended that if we can obtain funds, Morano should be required to pay 50% of the cost.

### Dewees Property

Kevin Kerr raised the possibility of purchasing this parcel of land. There was no interest at this time. Cary will talk to Jim Dewees.

### 2013 Budget Workshop

1. 2012 year-to-date revenue and expenditure review:

Jill Bukata reviewed year to date results through September 30, as well as projected where the year would end and provided the Board with a memorandum. It is projected that revenues will be \$200,000 over budget (or 4%) and expenses will be under budget by \$560,000 or 12%. We have reduced debt by \$200,000 in 2012 and transferred \$1,256,737 to the Capital Fund. It was proposed that we pay another \$250,000 to reduce debt before the end of the year. Cash in the General Fund should be approximately \$2.6 million at year end before any debt reduction.

2. Administration

Cary reviewed the budget and goals for Township Administration in 2013. We are bringing utility billing for both trash and sewer in-house due to service issues with Berkheimer; we plan to also bring payroll in-house instead of outsourcing it. The new

Edmunds system will allow us to do both of these tasks more efficiently. The system will also allow us to have department heads review invoices on-line. Cary noted that one half full-time employee was included in the budget at a total cost of \$21,000. This person would be shared 50% with the Municipal Authority. Kevin asked that we wait 3-6 months to see how much time is needed to do the new tasks before making a hiring decision, but agreed that it can remain in the budget. He also asked us to wait on changing the payroll process.

He met with the Tax Collector and they agreed to a plan to transition knowledge about the process to the Township in the event it is needed. Reduction in the fees paid were also discussed.

3. Codes

Al noted that the largest addition to his budget was for the new codes/building department/GIS system, Munilogic. He talked briefly about the projects started in 2012 – “Adopt a Trail” and a Garden Club. He has been working a lot helping residents with maps for FEMA.

The Township will need a new generator; this one is not reliable. The floor in the school house will be replaced; he would like to replace the baseboard heating units at the same time. Cost is between \$5,000 to \$15,000 – he will get final prices.

4. Parks

New bleachers are needed on Field 1. We'd like to have a recycling program at the Parks. Halloween/Christmas Party was discussed; Kevin wanted to remove the \$10,000 that was in the budget. Park and Recreation members need to make a proposal to the Township of what they want to do before dollars are assigned without a plan.

Bike Race for next July 10 was discussed.

5. Police Department

Due to the late hour, the Police Department presentation will be made at the next workshop on November 13.

Adjournment

There being no further business to discuss, Kevin Kerr adjourned the Workshop at 7:00 pm.

Respectfully submitted,  
Jill Bukata, Township Treasurer