

## TOWNSHIP OF UPPER CHICHESTER

January 8, 2015

### I. CALL TO ORDER

*The regular meeting of the Board of Commissioners was called to order by Mr. Michael Gaudio, President, in the Meeting Room of the Municipal Building, Furey Road, Delaware County, Pennsylvania. Mr. Gaudio conducted the Pledge of Allegiance.*

### II. ROLL CALL

*Roll was conducted by Township Manager Mr. McMullan. Mr. Gaudio, Mr. Raikowski, Ms. Whitaker, Mr. Baiocco, Mr. Neary, Mr. Viscuso and Mr. Catania. All present unless otherwise noted.*

### III. MEETING MINUTES

*Moved by Mr. Neary; seconded by Mr. Raikowski, the Board approved the meeting minutes from December's meeting. Questions? Motion carried without dissent.*

*Mr. Gaudio noted that the Board held Executive Sessions on December 4<sup>th</sup>, 2014 and prior to the January 8, 2015 Commissioners meeting to discuss various legal and personnel issues.*

### Community Development Block Grant (CDBG) Public Hearing

Mr. Viscuso presented the CDBG projects and noted the hearing was publicly advertised. Mr. Viscuso noted only limited sections of the Township are eligible for CDBG funds and the projects he was presenting are for CDBG PY 2015.

The projects being proposed for PY 2015 are base repair and resurfacing of Douglas Avenue and curb and sidewalk improvements on Johnson Avenue.

Mr. Viscuso asked if there were any comments or questions from the public. There were no comments or questions from the public.

### IV. COMMENTS OF CITIZENS

Ms. Betsy Barnes, Director of the UCT Library. Ms. Barnes thanked the board for the increase to the library in the Township's 2015 budget. Ms. Barnes provided statistics regarding increases in usage by individuals at the library and announced upcoming events to benefit the library.

Mr. Frank Brown, 713 Wooten Drive. Mr. Brown announced he was representing the Chichester Girls Softball Program. Mr. Brown questioned the availability of Furey Fields 1&2 and in his own observation, thinks the current conditions and layout of Furey Fields 1&2 do not provide safe conditions for playing softball. Mr. Brown reported a loss of income for the softball program from monies that are generated when games are played at Furey Fields 1&2. Mr. Brown is concerned if the fields are not playable for the upcoming 2015 season, the loss of income generated by teams not playing on the fields will cause him to shut down the softball program.

Mr. Gaudioso noted the Township's solicitor and engineer have found the contractor to be in default of the fields project and have notified the contractor's bonding company to correct the fields. Mr. Viscuso elaborated on the process involving the bonding company and he and his staff are formulating specifications based on results from a recently completed survey and are putting together a packet for contractors to bid on to complete repairs to the fields.

Mr. Gaudioso informed Mr. Brown the Township is working hard to correct the fields and reiterated the Township is very unsatisfied with the current conditions of the fields. Mr. Brown asked if the Township would reimburse the girls softball program for loss of income due to not being able to sell from the snack stand because the fields are not playable.

Mr. Baiocco suggested the softball program submit a letter to the Township outlining the loss of income due to the fields not being playable so the Township can submit to the bonding company. Mr. Brown will do so.

#### **2015 Upper Chichester Board Appointments:**

Civil Service Commissioner:	Ms. Denise Corcoran
Property Maintenance:	Mr. Gerald Baker
Planning Commissioner:	Ms. Pamella Andrien
Board of Health:	Mr. Hal Etsell
Sewer Authority (1 <sup>st</sup> Ward):	Mr. Joseph DeMarco
Zoning Hearing Board:	Mr. Nunzio Mattera
Recreation:	Mr. John Anderson

Mr. Gaudioso asked Mr. McMullan to read the suggestions for the board appointments. Mr. Gaudioso asked for a motion and a second. Moved by Mr. Raikowski and seconded by Ms. Whitaker. Motion passed without dissent. Questions? Mr. Baiocco asked if the board will honor the recommendation(s) from a Commissioner on board

appointments from that Commissioner's Ward moving forward. The board agreed moving forward.

V. **ENGINEER'S REPORT**

1. *Mr. Viscuso presented the Engineer's report.*
2. *Mr. Viscuso commented on the Gallo and Shortall properties. Mr. Viscuso said the survey of the work to be completed should be available tomorrow. Mr. Viscuso will have John Renzo from his office work with Mr. Putman from the Highway Department to complete the work at these properties.*
3. *Mr. Viscuso commented the Township is waiting to hear from Royal Farms about accepting the conditions noted in the land development and conditional use resolutions.*
4. *Mr. Viscuso noted he received a response from PennDot about the speeding vehicles on 452. PennDot will assign an engineer from PennDot to investigate the speeding issues.*
5. *Mr. Viscuso will schedule a meeting at 3105 Rodney Ave with Mr. Gaudiuso to discuss the outfall pipe.*
6. *Mr. Viscuso discussed the stormwater agreement with Maple Zone. The inspection and maintenance amounts will each be set at &10,000. Mr. Viscuso noted the agreement was written by Mr. Catania. The amounts are taken from twenty percent of the construction costs for that item.*

*Mr. Viscuso asked for a motion to release the letter of credit originally posted to the Township to be released to Maple Zone to be posted with PennDot contingent on the developer signing the Stormwater Maintenance agreement. Moved by Mr. Baiocco and seconded by Mr. Neary. Questions? Motion passed without dissent.*
7. *Mr. Viscuso noted PennDot has come out with a Green Light Go Light grant to fund at fifty percent, deficiencies found in the Township traffic signal reports. Mr. Viscuso asked for motion for approval to apply for the grant. Moved by Mr. Neary and seconded by Ms. Whitaker. Questions? Motion passed without dissent.*
8. *Mr. Viscuso mentioned grants that favor multi municipal projects. Mr. Viscuso noted Cherry Tree Road runs through both Aston and Upper Chichester Townships. Mr. Viscuso noted the*

*opportunity for traffic calming and other road improvements along Cherry Tree Road. There is no grant available at this time. Mr. Viscuso wanted to bring the opportunity for a future project to the attention of the Board.*

- 9. Moved by Ms. Whitaker and seconded by Mr. Raikowski, CDBG Resolution 15-01, a Resolution affirming the CDBG application is being submitted to the County. Questions? The motion passed without dissent.*
- 10. Moved by Ms. Whitaker and seconded by Mr. Neary, Resolution 15-02, a resolution authorizing Mr. Gaudiuso and Mr. McMullan the ability to sign documents related to the grant to repair the streambank behind the homes on Jennifers Way. Questions? Motion passed without dissent.*

*Mr. Neary questioned the PennDot letter to Royal Farms and any implications to the Township. Mr. Viscuso noted PennDot wants the same conditions as the Township, so no implications.*

## **VI. SOLICITOR'S REPORT**

- 1. Mr. Catania presented the Solicitor's Report.*
- 2. Moved by Mr. Neary and seconded by Mr. Raikowski, Resolution 15-3 which accepts the resignation of Ms. Patricia Devlin as Township Treasurer and representative to the Delaware County Tax Claim Committee and appoints Mr. McMullan as Township Treasurer and representative to the County Tax Claim Committee. Questions? Moved without dissent.*
- 3. Mr. Catania noted that he and Mr. McMullan are continuing to work on the Street Opening Ordinance.*
- 4. Mr. Catania commented he is working on getting an appraisal for a Township property noted on the County's Repository List.*
- 5. Mr. Catania noted he received information about some of the Township's retired bonds. Mr. Catania stated the Township may have the ability to file a municipal derivative claim on the retired bonds by next Wednesday. Mr. Catania to work with Mr. McMullan on the issue.*
- 6. Mr. Catania noted, as discussed as previous meetings, he continues to monitor information about drones.*
- 7. Mr. Catania noted that Mr. McMullan and Mr. Raikowski signed the*

*Quitclaim Deeds for the vacation of Rankin Road. Mr. Catania will Record those deeds.*

8. *Mr. Catania reported there were only six tax assessment appeals filed by residents of UCT. The largest tax appeal is a \$347 appeal. Based on this information and costs, Mr. Catania is advising he not enter his appearance in these cases.*

## **VII. MANAGER'S REPORT**

1. *Moved by Mr. Neary and seconded by Mr. Raikowski, Resolution 15-04, a resolution setting the 2015 salaries and wages for employees of UCT. Questions? Motion moved without dissent.*
2. *Moved by Mr. Neary and seconded by Mr. Raikowski the approval for Mr. McMullan to publicly advertise the position of part-time accountant. Questions? Motion carried without dissent.*
3. *Moved by Mr. Raikowski and seconded by Mr. Neary, an agreement for Excel Digital to provide maintenance for the year 2015 to the copier in the Inspections Department. Questions? Mr. Gaudiuso questioned if there would be a conflict with Mr. DeMarco's interest in Excel Digital and being appointed to the Sewer Authority. Mr. Catania commented there exist no conflict of interest. Motion moved without dissent.*
4. *Mr. McMullan commented on the Professional Development Leadership training sponsored by PML and submitting registrations by the deadline. Commissioners to contact Mr. McMullan about their availability to attend.*

## **VIII. REPORTS OF COMMISSIONERS**

### **A. Highway & Sanitation, Library, Street Lighting & Traffic Signals – Mr. Baiocco, Chairman**

1. *Mr. Baiocco commented on the two new hires in the Highway Department.*
2. *Mr. Baiocco discussed recycling for 2015, specifically the summer, but also looking into offering recycling year round.*

**B. License & Inspections, Recreation, Sewer & Water – Ms. Whitaker, Chairman**

1. Ms. Whitaker noted all reports are on file in the office.
2. Ms. Whitaker announced the Recreation Dept's Winter and early Spring schedule of activities. Ms. Whitaker highlighted the smoking cessation classes which start next week. Also, Ms. Whitaker discussed the Quizzo event scheduled for January 17<sup>th</sup> in the fieldhouse. Proceeds from the event will go to the Library. Ms. Whitaker asked Mr. McMullan to work with Ms. Morrison to post Recreation activities on the Township Web Page and Township television channel.
3. Ms. Whitaker provided end of year (2014) data collected from the Inspections Department. Ms. Whitaker and Mr. Baiocco thanked the Highway Department for keeping up with all the grass cutting at vacant properties in the Township. Ms. Whitaker noted the end of year Inspections report is available for review in the office.
4. Ms. Whitaker requested Mr. McMullan to set aside a page in the minutes in memory of Mr. Ralph DueWhite for his years of service to the Township.

**C. Fire & Safety, Zoning & Planning – Mr. Raikowski, Chairman**

1. Mr. Raikowski noted that the reports are on file in the office for review.
2. Mr. Raikowski commented on bringing in a consultant to assess the inventory of equipment at the three fire houses in the Township. Mr. Raikowski would like to reach out to a consultant he and Mr. Gaudiuso met a conference last summer. Also, Mr. Raikowski mentioned he and Mr. McMullan scheduling a meeting with Gibbons Insurance to review insurance on equipment.
3. Mr. Raikowski asked Mr. McMullan to set aside a page in the minutes in memory of Mr. Thomas Wenger Sr, for his years of service to the Township.
4. Mr. Raikowski announced the reorganization of the zoning board and their positions on the board.

**D. Administration/Finance, Grants, Open Space/Shade Tree – Mr. Neary, Chairman**

1. Administrative/Financial reports are on file in the office for review.

1. Moved by Mr. Neary, seconded by Mr. Raikowski, that the Board approve the List of Bills for the General Fund, in the amount of \$384,765.32. Questions? Motion carried without dissent.
2. Mr. Neary mentioned the volunteer recognition event is being held Friday, January 30 at the 452 Building.
3. Mr. Neary reminded Commissioners to submit their information for the winter newsletter by January 30<sup>th</sup>.
4. Mr. Neary discussed ideas for recognizing the employees and their years of service. Mr. Neary will circulate proposals to the board.

**E. Public Safety & Historical Society – Mr. Gaudio, Chairman**

1. Mr. Gaudio noted that all reports were on file in the office.
2. Mr. Gaudio noted he and Mr. Baiocco met with the Historical Society to relocate two structures currently located on the Butler Tract (Maple Zone). Maple Zone will relocate the structures at the current site and Mr. Gaudio will work with the Highway Department to provide repairs to the structures.
3. Mr. Gaudio requested to meet with Mr. Viscuso at 3105 Rodney Ave about the outfall pipe.
4. Mr. Gaudio commented on the reapportionment (redistricting) of election districts (Wards) in the Township. Mr. Gaudio asked the board for more time for him and Mr. Baiocco to suggest someone for representation on the three person Commission that will be appointed by Common Pleas Court Judge Proud.

Mr. Neary commented if the Commissioners can agree to a reapportionment map, the Judge will review the map.

5. Mr. Gaudio noted the passing of Mr. DueWhite and recognized his years of service and would like the board to consider a replacement for him on the Property Maintenance Board of Appeals.

**New Business**

None Reported.

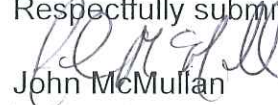
**OLD BUSINESS**

No discussion.

**4. ADJOURNMENT**

*Moved by Mr. Neary, seconded by Mr. Raikowski that the Board adjourns. Questions? Motion carried without dissent.*

Respectfully submitted,



John McMullan

Township Manager/Secretary

Following pages are intentionally left blank in the memory of Mr. Ralph DueWhite and Mr. Thomas Wenger Sr., for their dedication and service to the Township of Upper Chichester.



**PAGE INTENTIONALLY LEFT BLANK IN THE MEMORY OF:**

**MR. RALPH DueWHITE, Property Maintenance Appeals Board**

**PAGE INTENTIONALLY LEFT BLANK IN THE MEMORY OF:**

**Mr. THOMAS WENGER Sr., Southern Delaware County Sewer  
Board Authority**