

## TOWNSHIP OF UPPER CHICHESTER

June 9, 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 Mr. John McMullan. Mr. Gaudio, Mr. Raikowski, Ms. Whitaker, Mr. Baiocco - absent, Mr. Neary, Mr. Viscuso and sitting in for Mr. Catania, Mr. Michael Pierce, Esq. All present unless otherwise noted.*

### III. MEETING MINUTES

*Moved by Mr. Neary; seconded by Mr. Raikowski, the Board approved the meeting minutes from the advertised voting Caucus meeting on May 7, 2015. Questions? Motion carried without dissent.*

*Moved by Mr. Neary; seconded by Mr. Raikowski, the Board approved the meeting minutes from the May 14, 2015 meeting. Questions?*

*Mr. Gaudio commented at the May 14<sup>th</sup> meeting, business owner and resident Mr. Lou Perti quoted 228 businesses were cited for not paying the 2015 Township business license. Mr. Gaudio noted, Mr. McMullan reviewed the businesses that received citations and the correct number of businesses cited was 124, not 228. Mr. Gaudio noted that of the 124 businesses that were cited, 99 are repeat offenders. Mr. Gaudio also provided additional statistics from Mr. McMullan's review and noted incorrect information was discussed at the May 14<sup>th</sup> meeting. Mr. Gaudio noted the Township experienced a better response from business owners that responded to emails sent to them by the Township. Ms. Whitaker commented on business license information provided to her by Jeanmarie Broomall – Inspections Permit Clerk, and agreed the Township received a better response from emails. However, Ms. Whitaker, noted letters should still be sent in October 2015 to all businesses informing them of the option to receive business license notices via email for 2016 business licenses.*

*Motion carried without dissent.*

*Mr. Gaudio noted the Board held Executive Sessions on May 7, 2015 and May 14, 2015 to discuss various legal and personnel issues.*

#### IV. COMMENTS OF CITIZENS

No comments.

Members from Reliance Fire Company, Steve Bender – President, and Michael Byrne – Fire Chief. Mr. Bender and Mr. Byrne commented on the request letter they submitted to the Township is for assistance with the terms and conditions of a loan to purchase a vehicle for the Fire Company. Mr. Bender and Mr. Byrne noted the Township is eligible for a longer repayment period than the Fire Company and that is why Reliance Fire company is requesting assistance with the terms and conditions of a loan. Further discussion took place about the type and use of the vehicle. Mr. Pierce noted using CoStars as a resource to purchase vehicles. As of today, CoStars does not have the proposed vehicle listed. Reliance Fire Company will continue to explore CoStars for possible better pricing and follow up with the Township.

#### V. ENGINEER'S REPORT

1. *Mr. Viscuso presented the Engineer's report.*
2. *Mr. Viscuso presented the request for payment release #1 to Land Tech for work completed on Furey Fields 1&2. Payment in the amount of \$79,590.31 was moved by Mr. Neary and seconded by Mr. Raikowski. Questions? Mr. Neary noted the release of this payment is included in the list of bills. Motion carried without dissent.*
3. *Mr. Viscuso noted the CDBG project and the 2015 Road Program contracts are awaiting signatures from the contractors and will soon be returned for countersignatures from the Township. Mr. Viscuso is hopeful the road program will start by July's meeting.*
4. *Mr. Viscuso commented he provided plans for review of the storm sewer extensions at Greenwood and Cherry Streets to Mr. Putman in the Highway Department, as well as Mr. Neary. Mr. Viscuso noted the plans are being reviewed.*
5. *Mr. Viscuso is working with the Highway Department to remove two sidewalk blocks at 1702 Mill Road to evaluate potential erosion under the blocks. That work will soon be scheduled.*
6. *Mr. Viscuso noted he reviewed the two items provided by Travelers for issues at Creekside Development. Mr. Viscuso has questions for Travelers. Mr. Viscuso commented he spoke to the builder of two new proposed buildings at Creekside. Mr. Viscuso noted the*

*two new buildings will have the same footprint as the existing condo buildings. The only difference will be no stucco will be used on the two new buildings.*

- 7. Moved by Mr. Neary and seconded by Mr. Raikowski, Resolution 15-21, release of escrow for 1622 Peach Street to Cavalier Homes. The amount of the escrow release is contingent on final engineering invoice. Questions? Moved without dissent.*
- 8. Moved by Mr. Neary and seconded by Mr. Raikowski, resolution 15-19, to submit a waterway restoration grant application to the State for work to be completed behind the homes on Jennifer Way. Questions? Moved without dissent.*

*Mr. Gaudio asked the board for approval if he could request the engineer to provide traffic calming recommendations on Mill Road. Board approved.*

**VI. SOLICITOR'S REPORT**

- 1. Mr. Pierce presented the Solicitor's Report.*
- 2. Moved by Ms. Whitaker and seconded by Mr. Neary, the adoption of ordinance No. 700, adding no parking on Seaside Avenue to the list of streets with no parking. Questions? Moved without dissent.*
- 3. Moved by Mr. Neary and seconded by Ms. Whitaker, resolution 15-18, for a tax assessment appeal for 3136 Naamans Creek Road. Questions? Moved without dissent.*
- 4. Moved by Mr. Neary and seconded by Ms. Whitaker, resolution 15-17, for a tax assessment appeal for 4223 Naamans Creek Road. Questions? Moved without dissent.*
- 5. Moved by Mr. Neary and seconded by Mr. Raikowski, resolution 15-20, awarding Police Sgt. Joseph Caulfield a service connected disability pension. Questions? Moved without dissent.*
- 6. Mr. Pierce noted there are no other action items and all other reports have been covered in executive sessions.*

*Mr. Raikowski commented on meeting with Stewart Jackson from the County's District Attorney's office and Boothwyn Fire Company regarding new PA legislation requiring background clearance checks for volunteers working with children. Mr. Raikowski is working to schedule*

a meeting with Mr. Jackson and volunteers.

**VII. MANAGER'S REPORT**

1. Mr. McMullan provided an update on the installation of the new phone system for the Township. Installation is scheduled for June 29<sup>th</sup> and June 30<sup>th</sup>.
2. Mr. McMullan is continuing to coordinate with Mr. Coleman, Director of Community Action Agency, to schedule a meeting with the Library Board and any other interested parties.
3. Mr. McMullan commented Mr. Gaudioso noted the notary that notarized the easement agreement for 3105 Rodney has the same last name as the owner of the property. This was brought to the attention of the solicitor who recommended having a notary with a different last name notarize the agreement.

**VIII. REPORTS OF COMMISSIONERS**

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

1. Mr. McMullan reported on behalf of Mr. Baiocco. Mr. McMullan noted that a fourth summer highway employee will be starting June 22<sup>nd</sup>.

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

1. Ms. Whitaker noted all reports are on file in the admin office.
2. Ms. Whitaker read the library report for Mr. Baiocco. The Library is requesting their second allotment from the Township in the amount of \$36, 250. Ms. Whitaker noted the library is very appreciative of the support from the Township. Ms. Whitaker confirmed with Mr. Neary the allotment is included on this month's list of bills.
3. Ms. Whitaker presented the Recreation Report. Ms. Whitaker noted summer camp for children begins at the Township fieldhouse on June 22<sup>nd</sup> and runs for six weeks. Ms. Whitaker noted the recreation board will be viewing two outdoor movies, the first on July 16<sup>th</sup> and the second on August 20<sup>th</sup>. The movie viewings are free to Township residents. Ms. Whitaker discussed several annual events scheduled in the upcoming months; the recreation board will provide more information. Ms. Whitaker noted this year's

Community Day will be the 20<sup>th</sup> anniversary. A parade will start the day and several activities have been planned for the day. Ms. Whitaker commented that Joan Morrison, Director of Recreation, is extending a thank you to the recreation board for all their hard work.

**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 recapped an earlier discussion about the requirements for volunteer clearance.

Mr. Gaudio asked Mr. Raikowski for an update on the memorial located at the McCay School Building. Mr. Raikowski noted no new update. After discussion, there was some confusion between an email sent by Mr. Raikowski and a letter received by the Township from the owners of the property. Mr. Neary noted no letter was received, but referred to an update email sent by Mr. Raikowski. Mr. Raikowski provided a summary of events up to current time. Mr. Gaudio asked Mr. Pierce for a recommendation about relocating the monument. Mr. Pierce stated until clear title is established, the owner is within their rights to keep the monument at the current location.

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

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

2. Moved by Mr. Neary, seconded by Mr. Raikowski, that the Board approve the List of Bills for the General Fund, in the amount of \$786,488.47. Questions? Motion carried without dissent.

3. Moved by Mr. Neary, seconded by Mr. Raikowski, trash refunds to two qualifying residents. Questions? Motion carried without dissent.

4. Mr. Neary commented on the email he sent about Mr. Gamble building two new condo buildings at Creekside. Mr. Neary wants to be on record about the procedures involved in moving forward to build the new units. Also, Mr. Neary wants to confirm dates for a meeting with the Creekside HOA and COA, Township Engineer and Township Solicitor, to present resolution to the bond issues.

5. Mr. Neary mentioned moving forward with redistricting now that the May primary election has been certified. Mr. Neary noted that discussion will take place Mr. Catania and the board.

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

1. Mr. Gaudiuso noted that all reports were on file in the office.

2. Mr. Gaudiuso noted the earlier discussion about Sgt. Caulfield, as well as recognizing Sgt. Caulfield at the July 9<sup>th</sup>, BOC meeting.

3. Mr. Gaudiuso commented on the engineer's report which included inspection of sidewalk at 1702 Mill Road.

4. Mr. Gaudiuso asked Mr. McMullan to reach out to Mike Campagnini, about providing the Township with a price to update the Township website. Mr. McMullan noted he is meeting with Mr. Campagnini on June 15<sup>th</sup>.

**New Business**

Mr. Neary introduced evidence of solicitation taking place in his neighborhood. Mr. Neary commented he spoke to a young gentleman distributing solicitation materials. When asked by Mr. Neary if his company had a peddlers permit to solicit, the gentleman was unaware. Mr. Neary is requesting code enforcement to follow up.

**OLD BUSINESS**

None.

**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