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FRANKLIN TOWNSHIP BOARD OF SUPERVISORS' MINUTES JULY 15, 2020

Call to Order:

Chairman Morris called the meeting to order at 7:03 p.m. In attendance via ZOOM were Vice Chairman McVeigh and Supervisors Auerbach, Dea, and Gerstenhaber. Also, in attendance were Solicitor Mark Thompson, Township Manager/Treasurer Joan McVaugh, Assistant Manager Jeff Eastburn and Secretary Sharon Norris.

The Chairman announced that the Interim Road and Maintenance and Road Paving Bid Packages have been added to the meeting agenda.

Public Comment: There was no public comment.

Approval of the Minutes:

- a. Board of Supervisors (BOS) Minutes of June 5, 2020: On Motion by the Vice Chair, seconded by the Chair, the Board approved the shortened version of the June 5, 2020 minutes on a 3-2 vote with Supervisors Auerbach and Dea voting nay.
- b. Board of Supervisors (BOS) Minutes of June 17, 2020: On motion by Chairman Morris, seconded by Supervisor Gerstenhaber, the truncated version of the June 17, 2020 meeting minutes was approved on a 3-2 vote with Supervisors Auerbach and Dea voting nay.
- c. Mrs. Morris moved that the Board change the way the minutes are written and include only what is legally required, abbreviated minutes, no opinions in the minutes, simply facts, actions, motions and context. The motion carried with a 3-2 vote with Supervisors Auerbach and Dea voting nay.

Solicitor Thompson stated that approved minutes could be revised at a later date.

- b. Disposition of Records – Resolution 2020-16: The Board withdrew the motion and discussed discontinuing the practice of erasing the meeting audio tapes. The topic will be discussed next month.

Reports:

- a. Treasurer's Report for June 2020: Supervisor Gerstenhaber moved, seconded by the Chairman, that the Board approve the June 2020 Treasurer's Report which includes the following disbursements and transfers: The General Fund with disbursements and transfers of \$112,300.80; the Park and Recreation Fund with disbursements of \$9,461.31; the Open Space Fund with disbursements of \$6,330.74; the Capital Reserve Fund with disbursements of \$11,000.00; the Highway Aid Fund with disbursements of \$568.05; Emergency Services Fund with disbursements of \$62,880.07; and the Fire Hydrant Fund with disbursements of \$580.80; leaving a balance in all funds totaling \$1,221,825.10. Motion passed 5-0.
- b. Zoning Officer Report: Chairman Morris reported that in the month of June, 8 permits were issued and 32 inspections took place. Building Fees collected were \$1,178.91; Recreation, Open Space and Impact Fees were zero; and Miscellaneous Fees were \$1,250. There are 3 zoning issues currently

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being addressed by the Zoning Officer. Mgr. McVaugh updated the Board as follows: 1833 New London Road – the Zoning Officer has been in contact with the bank. The township contractor has mowed the property and the bank is to reach out to him so he can continue doing so. Mr. Vogels has issued another violation notice for 3327 New London Rd. The property owner at 4 Duncan Lane is trying to secure a contractor to help deal with the bamboo.

- c. Planning Commission Report (PC): The PC did not meet in July.
- d. HARB/HC Reports: The HARB/HC did not meet in July.
- e. Park, Recreation and Open Space (PRO) Board: Greg Sachs, Chairman of the PRO was introduced. He noted that Jim German is the Vice Chairman and Kyle Bianco is the Secretary of the PRO. The farmers who currently mow the meadows in 3 of the preserves will now mow 1x per year after August 15th in an effort to make things more ecologically beneficial. The Chairman asked Mr. Sachs to think about how often the Ford Farm Trail should be mowed. Mr. Paul Overton asked if the Township could fix the culvert pipe on 841 at the Goodwin Preserve to prevent flooding as some trees are now permanently in 3-6” of standing water. The Banffshire Bridge has received all of its permits except the Franklin Township building permit. No building will take place until the Fall. A candidate for Eagle Scout has been provided with a list of possible projects; there is a volunteer trail clearing event on Friday night on the Keen Trail. At Mr. Overton’s suggestion, the Board will reopen the bathrooms at Crossan Park.
- f. Comprehensive Plan Task Force – Chairman Nan Latimer gave a summary of the Task Force’s first meeting and their plans for getting the Community Values survey in front of as many residents as possible. The survey will be available online and residents who cannot access it online are welcome to come to the Township office for assistance. The Task Force will be going door to door, mailing postcards, using the newsletter, the Township website and social media to spread the word.

Business:

- a. RoadBotics Road Survey: On motion by the Chairman, 2nded by Mr. Gerstenhaber, the Board authorized the Manager to engage RoadBotics to perform a survey of the Township roads at a cost not to exceed \$7,000. Motion carried 5-0.
- b. Township Newsletter: Mrs. McVeigh asked for a sense of the Board regarding how many issues per year the Board would like to consider (2) and provided a list of topics. She will move forward working with the Township staff to put together a draft newsletter with printing information for review at the August meeting.
- c. Hedge Apple Farm: On motion by Supervisor Auerbach, seconded by Supervisor Dea, the Board approved waiving the requirement for a formal plan submission and corresponding review and approval process for the Hedge Apple Hill development (formerly known as Bowwood) as the only aspect of the development that is located within the Township is an open space parcel intended to be owned and maintained by the HOA. Motion carried 5-0. There will be no access to this piece from Walnut Glen Rd. Note 14 of the plan notes that no structures or improvements shall be permitted in the Open Space.

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- d. Request for Proposal for New Auditing Firm: – the Board will contact the Elected Auditors to assist with designing an appropriate RFP for use in securing a new auditing firm to perform the 2020 Township Audit.
- e. Hess Mill Bridge Update: - The Manager contacted the Chester County Conservation District and was told she could proceed with the order for the bridge. The Bridge should take approximately 12 weeks to arrive and could be completed by late December. The grant award is \$271,000. The bridge delivery date controls when the current bridge will be deconstructed which should be approximately one month before the delivery. The Board does not want to disable the road until it is necessary.
- f. 2020 Road Program Update: The Manager updated the Board that when the contractor began milling on Elbow Lane yesterday, he encountered an old reinforced concrete pipe that had separated. He is unable to pave until the pipe is replaced. On motion by the Chair, 2nded by Mrs. Dea, the Board authorized additional concrete pipe work as needed at a cost not to exceed \$6,000. Motion carried 5-0.
- g. Policy for posting information on the website: The consensus of the Board was that information on the new website should be factual and not political. The staff will present a set of guidelines which would also include how long things should remain on the website at next month's meeting. Mrs. McVeigh and Mrs. Dea are working together on the new website to make it appealing to the public and more user friendly.
- h. 2021 Interim Road and Maintenance Contract Discussion: The contract for the Interim Road and Maintenance Program should be split into two separate bids – one for maintenance and one for paving. The Maintenance bid should be advertised in the October timeframe.

Public Comment: There was no public comment.

Adjourn: The meeting was adjourned at 9:49 p.m.

Respectfully submitted,

Sharon Norris
Township Secretary

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