

**WALLACE TOWNSHIP BOARD OF SUPERVISORS
JANUARY 6, 2014**

The Organization Meeting of the Wallace Township Board of Supervisors was called to order on Monday, January 6, 2014 at 7:33 PM in the Township Building by Supervisor Robert Jones.

Supervisors present: Robert D. Jones
Barbara Z. D'Angelo
William T. Moore

Solicitor: Michael G. Crotty, Esquire

PLEDGE OF ALLEGIANCE

The Supervisors began the meeting by reciting the Pledge of Allegiance.

ORGANIZATION

Supervisor Moore moved to appoint Supervisor Jones as temporary Chair to preside over the Organization meeting. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Jones moved to reappoint Elizabeth Randzin as temporary Secretary for purposes of the Organization meeting. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Supervisor Moore nominated Supervisor Jones to serve as Chairperson of the Board of Supervisors for 2014. Supervisor D'Angelo seconded the nomination. There being no further discussion, Supervisor Jones was unanimously elected Chairperson for 2014.

Chairman Jones nominated Supervisor D'Angelo to serve as Vice Chairperson of the Board of Supervisors. Supervisor Moore seconded the nomination. There being no further discussion, Supervisor D'Angelo was unanimously elected Vice Chairperson for 2014.

Chairman Jones moved to appoint Elizabeth Randzin as Township Secretary and Township Manager. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Tom Josiah to serve as the Township's accounting consultant, at a rate of \$90.00 per hour, to review the Township accounts as needed. Supervisor D'Angelo seconded the motion, which was unanimously approved.

Chairman Jones moved to appoint Elizabeth Randzin as Township Treasurer. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Elizabeth Randzin as Township Open Records Officer. Supervisor Moore seconded the motion, which was unanimously.

Chairman Jones moved to appoint Siana, Bellwoar & McAndrew, LLP as Township Solicitor, pursuant to the rate letter dated December 2, 2013. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to appoint LTL Consultants and Edward Latshaw, P.E., as Township Zoning Officer/Building Inspector and Building Code Official, subject to LTL's rate letter of November 1, 2013. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to reappoint Castle Valley Consultants and Gary Weaver, P.E., as Township Engineer, pursuant to the rate letter dated December 18, 2013. Supervisor Moore seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to reappoint Natural Lands Trust and Anne Hutchinson as the Township's environmental planning consultant, pursuant to the rate letter dated December 19, 2013. Supervisor D'Angelo seconded the motion. After some discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Bryan McDonough as the Vacancy Board member for a one (1) year term to expire on January 5, 2015. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Jim Boyland as the alternate Vacancy Board member for a one (1) year term to expire on January 5, 2015. Supervisor Moore seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint Mac Kirkpatrick as Township Emergency Management Coordinator for 2014. Supervisor D'Angelo seconded the motion, which was unanimously.

Supervisor Moore moved to appoint Chairman Jones as the Township Roadmaster/Road Department Liaison and Emergency Services Liaison for 2014. Supervisor D'Angelo seconded the motion, which was unanimously approved.

Chairman Jones moved to appoint Supervisor D'Angelo as the Township Park and Trails Liaison for 2014. Supervisor Moore seconded the motion, which was unanimously approved.

Chairman Jones moved to appoint Supervisor Moore as the Township Building and Grounds Liaison for 2014. Supervisor D'Angelo seconded the motion, which was unanimously approved.

Chairman Jones moved to appoint the following volunteers to new terms as follows, noting that the appointments to the Park and Recreation Board would be tabled until the Board's next meeting when an ordinance expanding its membership can be considered:

Municipal Authority (5 year terms) –	Barbara D’Angelo
Planning Commission (5 year terms) –	Bill Moore Janet Grashof
Zoning Hearing Board (5 year terms) –	Jason Trego - alternate position Gary Harris
Historical Commission (5 year terms) –	John Miller Bonnie Radford
Township Archivist (1 year term) –	John Miller

Supervisor D'Angelo seconded the motion. After discussion, the motion was approved unanimously.

Chairman Jones moved to appoint Elizabeth Randzin as DARC representative for Wallace Township for year 2014. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to appoint DNB First as depository for the Township. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to set the amount of the Treasurer’s Bond limit at \$1,000,000. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish the meeting schedule for 2014 as follows:

Board of Supervisors	1 st Thursday of each month @ 7:30 PM 3 rd Thursday of each month @ 9:00 AM
Planning Commission (Regular Meeting)	2 nd Wednesday of each month @ 7:30 PM
Planning Commission (Work Session)	4 th Wednesday of each month @ 7:30 PM
Municipal Authority	2 nd Tuesday of each month @ 7:00 PM
Park & Recreation Board	3 rd Monday of each month @ 7:00 PM
Historical Commission (Regular Meeting)	4 th Monday of each month @ 7:00 PM
Historical Commission (Work Session)	3 rd Monday of each month @ 7:00 PM
Trails Preservation Board	2 nd Monday of each month @ 7:00 PM
Environmental Advisory Council	3 rd Tuesday of each month @ 7:00 PM
Zoning Hearing Board	Meets upon application
Glenmoore Village Enhancement Cttee	2 nd Monday of each month @ 7:30 PM 4 th Monday of each month @ 8:00 AM

A regular meeting of the Board of Supervisors was not held on January 2, 2014. All meetings of the above-referenced meetings will be held at the Wallace Township Building, 1250 Creek Road, Glenmoore, Pennsylvania 19343.

Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish the Holiday Schedule for all employees to include New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, and Christmas Day. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to establish Township office hours for 12:00 p.m. until 4:00 p.m. on Mondays, Wednesdays and Fridays, and from 8:00 a.m. until 12:00 p.m. on Tuesdays and Thursdays. Supervisor Moore seconded the motion. After some discussion, the motion was approved.

Chairman Jones moved to adopt Resolution #14-1, establishing a fee schedule related to the filing of applications for building permits and zoning permits in 2014, effective immediately. Supervisor D'Angelo seconded the motion. It was noted that the Board was reviewing LTL's proposed rate changes, which will be considered at a future meeting. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #14-2, establishing a fee schedule related to the filing of subdivision and land development applications in 2014. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #14-3, establishing escrow fees related to the review of subdivision and land development plans in 2014. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #14-4 establishing boundaries for emergency services providers in Wallace Township, including the four lots located in the Upper Uwchlan Township portion of the Chalfant/St. Giles Subdivision. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #14-5, establishing a fee schedule related to the filing of conditional use applications and zoning hearing board applications in 2014. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to adopt Resolution #14-6, appointing and establishing Barbacane Thornton, CPA as appointed Township Auditor pursuant to the Second Class Township Code. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to approve the IRS mileage reimbursement rate at 56 cents per mile. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

Chairman Jones moved to approve the Fire Company's calendar of fundraising activities for coverage under the worker's compensation insurance. Supervisor D'Angelo seconded the motion. After some discussion, the motion was approved.

Chairman Jones moved to approve the 2014 bill to be sent to Devereux for fee-in-lieu of per the Conditional Use Agreement. Supervisor D'Angelo seconded the motion. There being no further discussion, the motion was unanimously approved.

The organization meeting was adjourned at 7:55 PM.

REGULAR MEETING

Chairman Jones called the Regular Meeting of the Wallace Township Board of Supervisors to order on Monday, January 6, 2014, at 7:55 PM in the Township Building.

EXECUTIVE SESSIONS

None.

CORRESPONDENCE

Twenty-seven (27) pieces of pertinent correspondence were noted for the month of December. A list of the correspondence, as well as the individual pieces of correspondence, is available for public inspection at the Township building.

MINUTES

The minutes for the December 5, 2013 and December 19, 2013 meeting were presented for review. After discussion, Chairman Jones moved that the Township approve both sets of minutes as submitted. Supervisor D'Angelo seconded the motion, which carried unanimously.

TREASURER'S REPORT

Manager/Treasurer Betty Randzin presented and read the Treasurer's report, which is available for review at the Township Building. Eighteen (18) invoices were presented for consideration. After discussion, Chairman Jones moved to authorize the payment of the eighteen (18) invoices set forth on the bills list, in the total amount of \$38,982.64. Supervisor D'Angelo seconded the motion, which carried unanimously. The Township's contract with the Chester County SPCA was discussed as part of the bills approval, with the Township approving the full service contract amount. Manager/Treasurer Randzin requested that the PLGIT payment ratification be tabled until the Board's next meeting so that a breakdown of the charges can be provided (a large portion of which was for salt).

PENNSYLVANIA STATE POLICE REPORT

Chairman Jones provided the report of the Pennsylvania State Police, which is available for review. Thirty-three (33) incidents were reported for the month of December.

GLEN MOORE FIRE COMPANY

No report.

EMC

Mac Kirkpatrick was in attendance. No report.

DARC

No report.

PARK AND RECREATION BOARD

No report.

HISTORICAL COMMISSION

Mark Kinkelaar was present on behalf of the Historical Commission. He noted that another one of the members might be resigning in the near future. A discussion was also held as to the Township's interest in participating in the Pennsylvania Historical Society's Hidden Collections Initiative. The Board advised that it was not opposed to considering the program as long as the newly appointed archivist could devote the time to the project.

TRAILS BOARD

No report.

EAC

No report.

AUTHORITY

Supervisor D'Angelo provided an update from the Authority. It has hired a new secretary, Ivy, who is transitioning into the role. A discussion was also held as to the need for appointments to the Authority and the pool of candidates who recently submitted applications.

PLANNING COMMISSION

Supervisor Moore provided an update on the Planning Commission. The PC is continuing to work on the Comprehensive Plan. A meeting was not held in December. A discussion was held as to aspects of the Act 167 Ordinance.

OLD BUSINESS

- a. Ray Park: Manager/Treasurer Randzin noted that a meeting has been scheduled in two (2) weeks with DCNR about the possibility of grant funding.
- b. Indiantown Schoolhouse: No report.
- c. Township Building – Security/Alarm Quotes: Manager/Treasurer Randzin requested that the alarm quotes be tabled until the next BOS meeting to allow for the potential of an additional quote submission, and the Board agreed to do so.
- d. Township Building Update/Salt Shed: The Township is waiting for a quote from the electrician for the installation of the lights.
- e. Glenmoore Village Enhancement Committee: Chairman Jones provided the report of the Committee. It conducted a walk-through of the village and is looking into possible planning grants.

NEW BUSINESS

- a. Brandywine Hill Escrow Release: The Township Engineer has reviewed the escrow release request of Rouse Chamberlin, and has provided a Certificate of Completion and recommendation for a partial release. After discussion, Chairman Jones moved that the Board approve the escrow release request # RC1, in the amount of \$71,890.93 pursuant to the Township Engineer's recommendation. Supervisor D'Angelo seconded the motion, which carried unanimously.
- b. Snow Plowing: The Township has received an application from Michael Ink for a part-time snow plow operator position (to be added to the list of potential, on-call snow plow drivers). Supervisor Moore moved that the Township approve the hiring of Michael Ink, subject to receiving confirmation of a clean criminal history. Chairman Jones seconded the motion, which carried unanimously. Additionally, a draft letter was presented, requesting that residents do not park their cars on the street during snowfalls. The parked cars can cause delays and problems with the snow plowing. After discussion, the Board approved sending the letter to all residents.
- c. Expansion of the Park and Recreation Board: A draft ordinance has been prepared to expand the Park and Recreation Board to seven (7) members. After discussion, Chairman Jones moved that the Board approve the advertisement of the ordinance for consideration at the Board's meeting on January 16, 2014, at 9:00 a.m. Supervisor D'Angelo seconded the motion, which carried unanimously.

- d. PSATS Conference: Manager/Treasurer Randzin noted that the PSATS Conference is scheduled for April and the hotel lottery applications are due by the end of January. After discussion, Chairman Jones moved that the Township authorize the application for the hotel lottery for the PSATS convention. Supervisor D'Angelo seconded the motion, which carried unanimously.
- e. Bi-Directional Amplifier Model Ordinance: The modified model ordinance has been provided to the Planning Commission for its review.
- f. Meeting Room Request: A request to use the Township meeting room has been submitted by the Highspire Estates Homeowners' Association. The Board noted that their request is approved for either January 14th or January 22nd (whichever best fits the Township Manager's schedule), subject to payment of all applicable fees.
- g. Zoning Officer Status Meetings: A discussion was held about the bi-monthly meetings between LTL and a Supervisor. Supervisor D'Angelo requested that the first meeting be held on January 21st.
- h. Plaques: Supervisor Moore noted that he would like to consider the plaques for the Joshua Tomlinson Memorial Fund and for Phillips Brothers Electrical at an upcoming meeting.
- i. January 16, 2014 BOS meeting: It was noted that the Township would not cancel the January 16, 2014 meeting, which would be held at 9:00 AM.

Public Comment

None.

Adjournment

Chairman Jones moved that the meeting be adjourned. The motion was seconded by Supervisor D'Angelo, which carried unanimously. Meeting adjourned at 9:11 PM.

Respectfully submitted,

Betty Randzin
Township Manager/Secretary