

WALLACE TOWNSHIP BOARD OF SUPERVISORS
August 21, 2014

The Regular Meeting of the Wallace Township Board of Supervisors was called to order on Thursday, August 21, 2014 at 9:00 AM 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

Admin. Assistant: Camille McMaster

PLEDGE OF ALLEGIANCE

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

CORRESPONDENCE

None.

OLD BUSINESS

- a. BOS Meeting – 9/4/14: Chairman Jones noted that the Board had a meeting conflict for the regular meeting on September 4, 2014 meeting. Instead, the Board agreed that it would cancel that meeting and change the morning meeting on September 18 into a night meeting. After discussion, Chairman Jones moved that the Board cancel the September 4, 2014 meeting, cancel the morning meeting on September 18, 2014, and authorize the advertisement to hold the Board of Supervisors' meeting on September 18, 2014 at 7:30 p.m. Supervisor D'Angelo seconded the motion, which carried unanimously.
- b. Pavilion Rental: Manager/Treasurer Randzin noted that someone who recently rented the pavilion raised issues as to its condition. After discussion, Chairman Jones moved that the Board authorize the refund of the Wible pavilion rental fee (in the amount of \$50.00). Supervisor Moore seconded the motion, which carried unanimously.
- c. Maintenance Building: Supervisor Moore provided an update on the efforts to repair the maintenance building roof/siding. The Township would be supplying the materials for the project. One quote for the labor has been received and the Township staff is securing two additional quotes, which will be placed before the Board for its consideration before its next meeting. In the interim, the Board would like to reject the bids submitted for its consideration and opened on August 7, 2014. After discussion, Chairman Jones moved that the Board reject all of the maintenance garage bids submitted on August 7, 2014. Supervisor D'Angelo seconded the motion, which carried unanimously.

- d. Employee Handbook Update and Time Clock: Chairman Jones noted that the Township Solicitor has been requested to provide an update/review to the Township Employee Handbook. In the course of doing so, Solicitor Crotty noted that the current policy lacked procedures/rules for hourly employees clocking in for work. He prepared a draft policy amendment for the Board's consideration. Chairman Jones noted that he would like Manager/Treasurer Randzin to research quotes for the purchase of an electronic timecard system, which Supervisor Moore indicated would provide better integration and record keeping. After discussion, Chairman Jones moved that the Board approve the timecard/timekeeping employee policy amendment in the form as presented by the Township Solicitor. Supervisor D'Angelo seconded the motion, which carried unanimously.
- e. Concert in the Park: Chairman Jones noted that the Concert in the Park has been scheduled for September 20, 2014. A discussion was held as to the bands, music samples, the quote from the promoter (Jacob Long of the Audio Firm), and the potential for a rain date. After discussion, the Board agreed not to consider a rain date. Solicitor Crotty also noted that the Township's standard contract terms and conditions would be sent with the approval/authorization from the Township. Supervisor Moore requested that it include a provision that the music be appropriate for all age groups and subject to approval by the Board. After discussion, Chairman Jones moved that the Board approve the quote of The Audio Group (Jacob Long) in the amount of \$3,500, with a \$1,500 deposit, and no rain date, subject to the standard Township contract terms and conditions as modified per the discussion. Supervisor D'Angelo seconded the motion, which carried unanimously. Supervisor Moore requested that the Park and Rec Committee provide its proposed language for the announcement of the event asap, because the Township is planning to mail the newsletter on August 22nd. It is noted that Chairman Jones left the meeting at this point, at 9:21 a.m., and the meeting was hereafter presided by Vice-Chair, Supervisor D'Angelo.
- f. Indiantown Schoolhouse: Supervisor Moore noted that he recently met with a contractor to get a quote for the removal of the dilapidated flooring from the Indiantown Schoolhouse. It is expected that it will be presented for the Board's consideration at its September meeting.
- g. Township Municipal Building: Supervisor D'Angelo inquired as to the status of the security system installation. Manager/Treasurer Randzin noted that the system is installed, but the Township is waiting for delivery of additional equipment to link the system with the door key fob system.
- h. Property Maintenance Code: As a follow up from the discussion at the last meeting, Supervisor Moore noted that the Township would like to pursue adopting its own property maintenance code (instead of the International Property Maintenance Code). Solicitor Crotty presented an initial draft for the Board's review, and a discussion was held as to various aspects of the draft. Scott Juenger inquired about enforcement efforts directed toward trash (mattresses or TVs) in front yards of certain properties. The Board requested that Mr. Juenger fill out a complaint form for any current issues, so that they can be processed by the Code Enforcement Officer.

PENNSYLVANIA STATE POLICE

None.

GLEN MOORE FIRE COMPANY

GMFC Captain Mike King noted that the Fire Company would be providing food (pork sandwiches) for the Concert in the Park, rain or shine. Food service would start around noon.

EMC

No report.

DARC

No report.

HISTORICAL COMMISSION/TOWNSHIP ARCHIVIST

Manager/Treasurer Randzin noted that the archivist, John Miller, advised that the report from the Historical Society of Pennsylvania (through its Hidden Collections Initiative) will be presented to the Township on August 27, 2014.

GLENMOORE VILLAGE ENHANCEMENT COMMITTEE

Scott Juenger presented a brief report on behalf of the GMVEC. He believes that renderings were recently completed and the Committee is waiting to receive them. A discussion was also held as to the potential for a trail on the Authority property. Supervisor D'Angelo noted that the County Planning Commission is planning a survey/review of the entirety of the Struble Trail, and the Township's efforts in this regard should be informed by the County's plans. Mr. Juenger was invited to attend the next planning commission meeting. Lastly, Mr. Juenger noted that the school zone sign application was submitted to PennDOT and is awaiting approval.

NEW BUSINESS

- a. Camp Indian Run Request for Escrow Release: Supervisor D'Angelo noted that the Board received a recommendation from the Township Engineer of the escrow release request submitted by Rotelle for the Camp Indian Run development. The request was submitted and reviewed in two ways: as a request for a full escrow release; and as an interim escrow release request. After discussion, Supervisor D'Angelo moved that the Board deny the request for the full escrow release for the Camp Indian Run subdivision pursuant to the Township Engineer's August 7, 2014 release report. Supervisor Moore seconded the motion, which carried with the votes of both Supervisor D'Angelo and Supervisor Moore. Next, Supervisor D'Angelo moved that the Board approve escrow release #5 for the Camp Indian Run subdivision in the amount of \$20,412.90 pursuant to

the recommendation of the Township Engineer. Supervisor Moore seconded the motion, which carried with the votes of both Supervisor D'Angelo and Supervisor Moore.

- b. Brandywine Hill: Supervisor D'Angelo inquired as to an issue with a driveway encroachment into open space areas (and the potential need for a plan amendment). The Board requested that Solicitor Crotty review the issue in coordination with the Township Engineer. The issue has been placed on the punchlist previously provided by the Township Engineer to the Applicant.
- c. Announcements: Supervisor D'Angelo made announcements of several upcoming Township events:
 - 1) Fall Bulk Trash Days, September 5th (8:00 a.m. – 3:00 p.m.) and September 6th (9:00 a.m. to noon).
 - 2) Movie in the Park (The Lego Movie), September 6th at 8:00 p.m.
 - 3) Concert in the Park, September 20th from 3:00 – 7:00 p.m.
 - 4) Wallace Trust Dinner in the Woods, September 13th, at 5:00 p.m.

Public Comment

- a. Resident Laura Braun inquired as to the Township maintenance responsibilities for open space within the Highspire Estates Development. No set schedule is required for any mowing per the Plans, and there is no guarantee that the open space areas would be maintained in the condition that the HOA might otherwise do so. The purpose for the open space parcel in the front of the development was discussed, and Solicitor Crotty noted that the plans would be reviewed. Next, Mrs. Braun discussed the HOA's plan to move several trees. She inquired as to whether they could be moved near the yellow posts, and was told by GMFC Fire Captain Mike King that they should not be moved in that area as they would block fire access and could hamper the ability of other responding fire companies to locate them.

Adjournment

Supervisor D'Angelo moved that the meeting be adjourned. The motion was seconded by Supervisor Moore, which carried unanimously. Meeting adjourned at 10:19 AM.

Respectfully submitted,

Betty Randzin
Township Manager/Secretary