

**WALLACE TOWNSHIP BOARD OF SUPERVISORS**  
**April 4, 2019**

The Regular Meeting of the Wallace Township Board of Supervisors was called to order on Thursday, April 4, 2019 at 7:30 PM in the Township Building by Chairman Moore.

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

Solicitor: Michael G. Crotty, Esquire

Township Engineer: Craig Kologie

Road Foreman: Steve Senn

**PLEDGE OF ALLEGIANCE**

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

**EXECUTIVE SESSIONS**

None.

**CORRESPONDENCE**

None.

**MINUTES**

The minutes for the meeting held on March 7, 2019, were presented for review. After discussion, Supervisor Jones moved that the Board approve the March 7, 2019 minutes in the form as presented. Chairman Moore seconded the motion, which carried unanimously.

**TREASURER'S REPORT**

Manager/Treasurer Randzin presented the Treasurer's report. Sixteen (16) invoices were presented for review (in the amount of \$62,436.00), together with the March PLGIT payments (in the amount of \$23,958.29), and a request for pre-approval of one PLGIT card purchase over \$1,000 (in the amount of \$1,246.20 (tractor repair)) and seven (7) purchased to be paid with the PLGIT card (in the amount of and \$1812.39). Lastly, two checks were presented for approval and ratification in the amount of \$2,448.50. After discussion, Supervisor Jones moved that the sixteen (16) invoices on the bills list, in the amount designated above, be approved as presented. Chairman Moore seconded the motion, which carried unanimously. Next, Supervisor Jones moved that the Township ratify and approve the March PLGIT payment in the amount set forth above. Supervisor D'Angelo seconded the motion which carried unanimously. Next, Supervisor Jones moved that the Township pre-approve the PLGIT payments as set forth above. Supervisor D'Angelo seconded the motion, which carried unanimously. Next, Supervisor Jones moved that

the Township approve and ratify the check payments in the amount of \$2,448.50. Supervisor D'Angelo seconded the motion, which carried unanimously.

### **POLICE REPORTS**

Lt. Kimes of the WBTPD presented the Department's report. In March, there were thirty-two (32) citations/arrests, eleven (11) child abuse investigations (7 related to Devereux), four (4) missing persons/runaways (3 of which were related to Devereux, all located), and approximately 268 hours of service.

As a follow up to discussions at a prior meeting, the Township has received quotes for the purchase of AED devices to be placed in the WBTPD patrol cars. After discussion, Supervisor D'Angelo moved that the Board approve the purchase of the two AED machines in the amount of \$2,400. Supervisor Jones seconded the motion, which carried unanimously.

### **GLEN MOORE FIRE COMPANY/ WESTWOOD & ELVERSON AMBULANCE**

A representative of GMFC was unable to attend, and the report has not yet been received. Steve Jones from Elverson Honey Brook Ambulance presented its report, noting that it responded to 216 calls in March, 6 of which were in the Township. Mr. Jones noted that EHB participated in a Stop the Bleed training event at OJR School District. Next, Joe Kennedy presented the Westwood report, noting that it responded to 121 calls in March, 12 of which were in the Township. Mr. Kennedy also noted that its members were undergoing additional CPR training and are putting new equipment into service.

### **EMC**

No report.

### **PARK AND RECREATION BOARD**

Laura Braun provided the report for the Park and Rec Board. It is busy preparing for the Easter Egg Hunt, which will be held on April 13<sup>th</sup> (with a rain date of April 20<sup>th</sup>). She also discussed the various other events planned for the year, including the Community Flea Market, 2 movie nights, and Community Day. Township Manager/Treasurer Betty Randzin noted the Township's thanks to Carol Zindel, the ladies from Colonial Woods and everyone else who pitched in to fill the Easter eggs.

### **HISTORICAL COMMISSION/TOWNSHIP ARCHIVIST**

John Miller presented the Historical Commission's report. The HC is continuing its work on the Article X classifications and finalized the display table of historic churches within the Township. It was noted that work was started at Lamb Tavern, and the contractor indicated the possible need for additional structural work. Chairman Moore requested that the condition of the building be documented (in case of further deterioration) and an assessment be done as to the scope and cost of work to stabilize and/or repair the structure.

In his role as Archivist, Mr. Miller further noted that the Township received back the McIlvaine letters from the County, which were used for a book documenting the heroes of the underground railroad.

### **TRAILS PRESERVATION BOARD**

No report.

### **EAC**

Tish Malloy was present on behalf of the EAC. A discussion was held about the “Great American Cleanup” event to be held on May 4<sup>th</sup>. The Board also noted that the Township issued letters to Sunoco on the pipeline safety information plans and is awaiting a response.

### **AUTHORITY**

No report.

### **PLANNING COMMISSION**

The Planning Commission issued its recommendation for approval of the Shields lot line change plan. The Township Engineer likewise indicated its recommendation for conditional approval. Solicitor Crotty noted that a form of decision of approval has been prepared, which he summarized. After discussion, Supervisor Jones moved that the Township approve the Shields Lot Line Change plans pursuant to the conditions set forth in the form of decision presented by the Solicitor. Supervisor D'Angelo seconded the motion, which carried unanimously.

### **ROAD FOREMAN**

Road Foreman Steve Senn provided the Department’s report. The Department packed away the ice rink, performed work on the Schoolhouse, attended the DelChester meeting, performed road maintenance and cleaned inlets, replaced softball field lights, and various other matters. It was noted that Michelle May/Vernon May Landscaping & Tree Service donated a substantial amount of time to cleaning up the trees in the park. The Board thanked them for their generous contribution. With respect to two of the larger trees (near the softball fields), it was noted that there are two additional trees to be removed (due to their deteriorated condition). Because of their size, they would require more substantial equipment to remove. After discussion, Supervisor D'Angelo moved that Vernon May Landscaping and Tree Service be authorized to address the two trees, in an amount not to exceed \$4,500. Supervisor Jones seconded the motion, which carried unanimously. With respect to the electrical work to be completed (previously authorized) by Matt Shaw at the Schoolhouse, it was noted that he would be delayed in getting to the project until late June or July. In order to keep the project moving forward, Chairman Moore moved that the Township authorize Tom’s Electric to instead perform the outlet rough-in and subfloor electrical work, in an amount not to exceed \$3,000. Supervisor D'Angelo seconded the motion, which carried unanimously. Lastly, there was a discussion on painting for the building. A quote of \$3,500 was received, for labor only. The Township would

supply the paint. After discussion, Supervisor Jones moved that the Township authorize the painting work by MR. Cockerham, in an amount not to exceed \$3,500. Supervisor D'Angelo seconded the motion, which carried unanimously.

## **NEW BUSINESS**

- 1) 2019 Road Projects: The Road Foreman and Township Engineer gave a presentation on the road projects for 2019. Solicitor Crotty opened the bids received, in the amount of \$370,027.25 from EJ Breneman, and \$368,426.50 from Recon. It was noted that an add alternate was incorporated into the bid for West Brandywine Township, to consider the full depth reclamation of the portion of Highspire Road within that Township. After a discussion and review of the bid submissions by the Engineer and Road Foreman, Supervisor Jones moved that the Township award the 2019 bid project to Recon in the amount of \$368,426.50 (Wallace Township improvements). Supervisor D'Angelo seconded the motion, which carried unanimously.
- 2) Chester County Tax Collection Committee: A discussion was held as to the composition and appointments of the Township delegates to the Chester County TCC. Supervisor Jones moved that the Township renew its appointments of John Miller, Supervisor D'Angelo and Supervisor Jones as delegates to the Chester County TCC. Chairman Moore seconded the motion, which carried unanimously.
- 3) Ambulance, Fire Company and Other Annual Donations: Township Manager/Treasurer Betty Randzin presented a breakdown of the proposed 2019 contributions and donations by the Township. After discussion, Supervisor Jones moved that the Board approve the listing of donations and contributions (with \$1,500 to the Downingtown Area Senior Center, \$1,500 to the Downingtown Library, \$4,000 to Elverson Honey Brook Ambulance, \$5,000 to Westwood Ambulance, and \$50,000 to the Glenmoore Fire Company), together with the Township contributions to the Township-held capital improvements funds for the emergency responders. Supervisor D'Angelo seconded the motion, which carried unanimously.

An executive session was then held in order for the Board to discuss personnel matters.

- 4) Personnel: After its annual review of the employees' performance, Supervisor Jones moved that the employee wages be set as follows, effective retroactive to January 1<sup>st</sup>: Township Manager/Treasurer Betty Randzin at a salary of \$80,600; Road Foreman Steve Senn at an hourly rate of \$30.00; Road Crew Employee Jeremy Corros at an hourly rate of \$22.00; and Administrative Assistant Heidi Welker at a hourly rate of \$18.75. Chairman Moore seconded the motion, which carried unanimously. Separately, given the depth of experience and contributions that he has made in his work for the Township as an independent contractor, Supervisor Jones moved that the rate for use of the services of Joe Lewis Excavating be set at \$26.00 per hour. Chairman Moore seconded the motion, which carried unanimously.

**OLD BUSINESS**

Township Manager/Treasurer Betty Randzin noted that the Township was in the process of obtaining the magnets listing the various Township events throughout the year. A discussion was also held about the phone system.

**PUBLIC COMMENT**

None.

**Adjournment**

Supervisor Jones moved that the meeting be adjourned. The motion was seconded by Chairman Moore, which carried unanimously. Meeting adjourned at 9:29 PM.

Respectfully submitted,

Betty Randzin  
Township Manager/Secretary

FINAL