

EAST WHITELAND TOWNSHIP
REGULAR MEETING
August 11, 2010

Chair, William Holmes called the meeting to order at 7:05 p.m. Virginia McMichael, Vice Chair, Bareth Graeff, Township Solicitor, Terry Woodman, Township Manager, Chris Yeager, Police Lieutenant, William Steele, Public Works Director, and Mary Lou Knight, Assistant Township Secretary, were present. John Mott, Member, was unable to attend the meeting. There were approximately seven (7) people in the audience at the onset of the meeting.

Everyone recited the pledge of allegiance.

Mr. Holmes indicated that approval of the Minutes of the Regular Board Meeting of July 14, 2010 would be tabled to the September meeting. Ms. McMichael made a motion to approve the Minutes of the Town Hall Meeting of August 4, 2010. Mr. Holmes seconded and the vote was unanimous.

ANNOUNCEMENTS

Mr. Holmes announced the following:

- The Public Hearing to consider two proposed ordinances that would define and ban certain types of recreational burning will not be held this evening.
- **Summer Concert Series** – Valley Creek Park Amphitheatre
 - Thursday, **August 12th** –Steppin’ Razor (Reggae Band)
 - Thursday, **August 19th** - Family Movie Night Under the Stars (8pm-9pm)
 This program is put together by the East Whiteland Township Park and Recreation Board. The concerts are free and start at 7:00 p.m.
- Household Hazardous Waste Event – Saturday, 9/11/2010 at New Garden Township Maintenance Building, 8934 Gap Newport Road, Landenberg, PA 19350. No computers will be accepted.

PUBLIC COMMENT

There was no public comment.

REPORTS AND COMMUNICATIONS FROM BOARDS, COMMISSIONS AND
TOWNSHIP OFFICIALS

East Whiteland Volunteer Fire Association – Gary Sheridan gave the Fire Company report. He indicated that they will be having their annual open house on October 2nd and asked

for permission to use the front area of the Public Works garage during the open house. Ms. Woodman will get back to the Fire Company regarding this request.

ACCEPTANCE OF THE TREASURER'S REPORT

Ms. Woodman summarized the Treasurer's Report. Ms. McMichael made a motion to accept the Treasurer's Report dated July 31, 2010. Mr. Holmes seconded and the vote was unanimous. The Treasurer's Report balance totals as of July 31, 2010 are as follows:

General Fund	\$ 4,056,530.46
Street Light Fund	11,885.64
Sewer Fund	4,234,398.67
Sewer Fund Reserve	6,215,806.36
Sewer Construction Fund	76.93
Park Development Fund	345,428.53
Capital Improvement Fund	2,398,597.16
Dare Fund	8,142.29
State Fund	68,502.16

APPROVAL OF THE PAYMENT OF BILLS AND PAYROLL

Ms. McMichael made a motion for approval of General Fund Voucher No. 2010-8, Sewer Fund Voucher No. 2010-8, and Payroll Fund Voucher Nos. 2010-15 & 16. Mr. Holmes seconded and the vote was unanimous.

OLD BUSINESS

There was no old business.

NEW BUSINESS

- a. Award a contract for the preparation of blueprints for the Gunkle Spring Mill – Peter Spengeman, Historical Commission, outlined the need for schematic plans for Gunkle Spring Mill and indicated that the Commission has chosen John Milner Architects to do this project. The work is included in the Commission's budget. Discussion ensued. Ms. McMichael made a motion to award the contract for the preparation of blueprints for the Gunkle Spring Mill to John Milner Architects, Inc. in the amount of \$7,200.00. Mr. Holmes seconded. The vote was unanimous.
- b. Discussion of future maintenance of the AME cemetery on Bacton Hill Road – Peter Spengeman summarized the work done by Matthew Nehring as part of his Eagle Scout project. It involved the clean-up of the Bacton Hill AME Cemetery. Matthew is concerned about the long-term maintenance of the cemetery. In this regard he approached Ron Espenship who volunteered his time to keep the cemetery maintained

for a minimal charge of \$60.00 per month to cover his costs. Mr. Holmes indicated that the Board discussed this request at their work Session. Ms. McMichael stated that the Township does not fund anything that is on private property; however, it is willing to lend its assistance in an effort to create a non-profit organization pertaining to the cemetery. On behalf of the Board, Mr. Holmes thanked Matthew Nehring for his work.

- c. Discussion - Request for Proposals – Township Engineering Services and Audit Services – Ms. Woodman summarized the request and indicated that should the Board agree, the requests should go out soon. Discussion ensued. The Board authorized her to go forward with the request for proposals.
- d. Update on EIT and LST Administration and Collection – Ms. Woodman updated the Board on the County’s plan for a single tax collector for the tax collection district. The change is anticipated to take place on January 1, 2011. She indicated that the Township’s collection agency, Central Tax, is contracted through December 31, 2011. The Solicitor will look into this conflict. Ms. Woodman outlined the changes and spoke to how they will affect the Township during the transition period. Discussion ensued regarding what steps the Township should take to ensure its revenue stream. Ms. McMichael asked where the Township stood at this time on revenues and expenses in relation to the budget. Ms. Woodman responded that departments are being very cautious with expenses and revenues are on target.
- e. Resolution No. 14-2010 – Ms. Woodman summarized the Resolution expressing opposition to a proposed law which would force local government mergers and consolidations into one unit under County governance. Discussion ensued and it was the sense of the Board that forcing a merger was not in the best interest of the Township. Ms. McMichael made a motion to adopt Resolution No.14-2010 indicating opposition to forced local government mergers and consolidations. Mr. Holmes seconded and the vote was unanimous.
- f. Award Contract for Diesel Fuel and Heating Oil – The bids were advertised in the *Daily Local News* and opened by Mr. Steele on July 26, 2010. He stated that three bids were received and explained that bids were based on the wholesale price used on a particular day and the markup cost per gallon, which varies between companies. The lowest bidder was Reilly and Son. Ms. McMichael made a motion to award the contract for diesel fuel to Reilly and Son, Exton, PA and to award the contract for heating oil to Reilly and Son, Exton, PA with a markup cost per gallon of 10 cents. Mr. Steele’s bid results memo shall become part of the Minutes of this meeting. Mr. Holmes seconded the motion and the vote was unanimous.
- g. Discussion of Establishing Fees Pursuant to Act 46 of 2010 – Mr. Holmes indicated that this discussion would be tabled to the September meeting of the Board.
- h. Resolution No. 15–2010 – The Resolution deals with establishing a Fund Balance Policy for the Township. Ms. Woodman indicated that formalized financial policies are recommended by, among others, the Government Finance Officers Association of the

United States. Ms. Woodman spoke to the advantages of such a policy. Discussion ensued. There was no vote as Mr. Holmes tabled this item to the September meeting of the Board.

- i. Authorize Public Hearing - Ms. McMichael made a motion to authorize a public hearing to be held on September 8, 2010 to consider two proposed ordinances that would define and ban certain types of recreational burning. Mr. Holmes seconded and the vote was unanimous.

There being no further business, Ms. McMichael made a motion to adjourn the meeting. Mr. Holmes seconded. The vote was unanimous and the meeting adjourned at 7:45 p.m.

Respectfully submitted,

Mary Lou Knight
Assistant Township Secretary