

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
November 10, 2015 Approved minutes
6:39 PM

Members Present

Joe Pomorski, Chairman
Steve Herzog, Vice Chairman
Charles Kilgore, Member
Mark Toth, Member
Ed Porter, Member

Township Staff Present

Lisa Valaitis, Township Secretary
Pani Martin, Township Treasurer

Township Solicitor

J.P. Sanchez

1. CALL TO ORDER, SILENT MEDITATION AND PLEDGE OF ALLEGIANCE.

Chairman Joe Pomorski called the meeting to order at 6:39 pm.

2. Discussion

- A. Harkins Farm – Chetty Builders – Lou Voigt & Carl Chetty – Carl Chetty, from Chetty Builders, presented plans for the Harkins Farm Development to the Board of Supervisors. The Harkins Farm Development was approved roughly in 2005 and is a 21 half acre lot subdivision, on 30 acres of land off of South Bailey Rd. 2005. Mr. Chetty asked the Board if there is any interest in having them build this development. Mr. Chetty said they would like to make slight changes to the plan. The public water and sewer is already in place. A small pump station will be installed. There are 15 acres of open space. Ed Porter stated the sewage plan has changed. The Ridgecrest Development was approved with a gravity sewer plan rather than a pump station. Mr. Chetty said Harkins Farm is approved with a pump station. Mr. Chetty said they would like to request eliminating the second street entrance. There was a discussion about the right-of-way in the development. Mr. Porter also commented that Harkins Farm was part of the S. Caln Road and West Chester Road intersection improvements. Mr. Chetty said the main proposed changes are getting rid of the extra road and the sewer station to nowhere. There was a discussion about number of approved EDU's and if the limit has been reached. There was also a discussion about where the public water will be tapped into. The Board of Supervisors requested Mr. Chetty go before the Planning Commission. They also recommended that Chetty check with DEP regarding the number of EDU's.

- B. MS4 – Municipal Separate Storm Sewer System – Dennis O'Neill, from Herbert MacCombie's office, gave a presentation on the status of their work on resubmittal of the MS4 notice of intent for an individual permit. The Township has two impaired streams to address. One stream is an unnamed tributary to the Sucker Run (B05) in the northwestern part of the Township. The second area is bigger and drains to the west branches of the Brandywine (BO6). Mr. O'Neill explained the technical history and permit requirements.

Mr. O'Neill explained that as part of resubmitting the MS4 permits, they have to come up with the following strategies to reduce tonnage (limits of sediment to take out):

- a. Find ways to educate the public.
- b. Rain garden program – particularly in the Strasburg Hunt Development. Find residents who are willing to plant rain gardens in their yard.
- c. Tree planting - They will be looking for residents who live along streams to plant trees along the stream banks.

Mr. O'Neill discussed the following requirements:

- a. Publish a public notice in a newspaper.
- b. Have the strategy that will be submitted to DEP available for 30 days at the Township for public review. The strategy will be at the Township and on the Township website for resident review.
- c. Take public comment on the strategy during the 30 day period.

Mr. O'Neill said in the B06 area (Brandywine), a lot of the area is developed and drains to unimpaired streams. If we take these out, the area left draining to the impaired stream is very small and there may not be enough area left to do improvements. An alternative strategy for this area is a street sweeper.

Mr. O'Neill explained that the first two years of the program, which are the last two years of the permit cycle, would be information gathering, significant mapping of storm sewer sheds, laying groundwork for public outreach programs, and trying to find candidate sites. DEP is encouraging municipalities to work together on this.

Mr. O'Neill stated that a public presentation and public comments will be done either at the November 24, 2015 Board of Supervisors meeting or the December 8, 2015 Workshop. Mr. O'Neill spoke about the timeline of the MS4 permits. He also spoke about the future costs associated with the MS4 permit and what other local municipalities are doing to address costs. Some townships are considering stormwater authorities to address MS4 in the long run. The authority would have a fee structure that would be associated with properties. He talked about an equivalent dwelling unit cost. Mr. O'Neill commented that the cost for the MS4 permits will be high with the cost being well above a million dollars for other municipalities over the course of the lifecycle of the program.

Dennis Crook commented on the Federal Appeals Court and the enforcement of the Clean Water Act. Mr. Crook asked Mr. O'Neill how he sees that affecting the MS4 permit. Mr. O'Neill said he isn't sure how this will impact the program. Mr. Crook spoke about the well on his property, the high nitrates in the water, and the possibility that the stormwater management system is pushing the pollutants down into the ground and the aquifers. Mr. Crook said the results from the recent water workshop showed 30 out of 52 water samples failed. Mr. O'Neill said there is a nitrogen problem in the soils around here because this was a big agricultural area. There was a discussion about various materials that cause stream impairment. Various areas of the Township and stormwater problems were discussed. Mr. O'Neill stated that DEP recommends stormwater should be treated as sewage and the volume and velocity of stormwater needs to be reduced. Dams were discussed as well. Charles Kilgore commented on the Brandywine Conservancy doing grant work for privately owned properties along streams. Mr. O'Neill spoke about the credits DEP allows for the MS4 permits.

C. Office/Treasurer –

- 1) Liquid Fuel audit update – Pani Martin stated the Liquid Fuels audit is no longer complete. They found a finding regarding a transfer from Liquid Fuels to the General Fund for \$7,000 early in the year and it took eight months to transfer it back to Liquid Fuels. This will be reviewed between the auditors and PennDot. PennDot will decide if the Township owes any fees and/or interest.
- 2) PSATS HR / Labor Management Class – Pani Martin gave a summary of what was covered in the course including police liability with body cameras, mental health issues and the ADA, whistle blowing, mediation and arbitration and legal updates. The main thing she got from this course was the need for the Township to complete the employee handbook to have job descriptions and employee performance reviews. Not doing this leaves the Township vulnerable. J.P. Sanchez spoke about having policies for various issues and job descriptions to make expectations clear which will reduce Township liability. Joe Pomorski asked Pani Martin to include Township Handbook costs in the budget under Legal Expenses.
- 3) Your Role as a Municipal Secretary / Administrator Class – Pani Martin gave an overview of the class that she took with Lisa Valaitis. She said the class covered the following topics: role assignments, meetings, legislation, public notices, legal ads, record management, citizen relations, budget cycle, financial management, communication with elected officials, municipal calendar, Sunshine Law, and how to clone yourself (all employees are allowed to take time off and making

sure the office can still be run). She said they also suggested adopting rules of conduct. Pani Martin asked the Board when they want the agenda to be finalized. The Board said the Friday before a Board meeting. The Board said the Board meeting packet can wait until Monday or Tuesday. Ed takes the longest to review those.

- 4) Server - Pani Martin stated the server has been down and we haven't received email since 10:00 am. She said Compnet has been working on this all day. Chief Porter said there was 7 GB open from Friday through Monday and something filled that space up over the weekend. There was a discussion about options for addressing this problem.

3. ADJOURNMENT

MOTION: Joe Pomorski made a motion to adjourn the Board of Supervisors meeting at 7:39 pm. Steve Herzog seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary