

EAST FALLOWFIELD TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING
October 11, 2016 Approved minutes
6:30 PM

Members Present

Steve Herzog, Chairman
Ed Porter, Vice Chairman
Carol Kulp, Member
Randy Doan, Member
Wilson Lambert, Member

Township Staff Present

Lisa Valaitis, Township Secretary
Pani Martin, Township Treasurer

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

Chairman Steve Herzog called the meeting to order at 6:30 pm.

2. Discussion

A. MS4 Budget Request – Herbert MacCombie’s Office – Dennis O’Neill.

Dennis O’Neill, an Engineer from Herbert McCombie’s office, spoke about their MS4 budget request letter dated August 2016. The letter outlines expenses they are asking the Board to consider for the next few years for the MS4 program. MS4 stands for Municipal Separate Storm System which is a permit required by DEP to monitor the outflow from storm sewer systems. The next permit cycle is due September 2017 for 2018.

Background of MS4: Dennis O’Neill presented the background of the MS4. He said they filed a permit application with DEP two years ago. We have addressed all comments in the TMDL plan. They thought DEP would review the TMDL plans, return the plans with comments and issue a permit. However, they have determined it is highly unlikely that DEP will issue new permits before the 2017 application is due. The applications will be due September 2017 and permits are scheduled to be issued in March 2018.

A Pollution Management Plan is required. Part of this plan is to develop ways to control volume and velocity of sediment in streams. They put a list of budget items together for the Board based on seminars they recently attended. The budget numbers are high because they are attempting to predict DEP’s requirements for the next five years.

Chester County GIS Services: Mr. O’Neill recommended the Board consider a contract with Chester County’s GIS services this year if there is money in the budget. They will locate all the storm sewer pipes and other features in the Township. Those maps will become the basis of the 2017 application. The cost is \$4,000. These maps can be used for a variety of things once completed.

Brandywine Red Clay Association: Mr. O’Neill recommended the Township continue its membership with the Brandywine Red Clay Association for \$250 per year. They have three models they are working on: urban, rural and suburban programs. East Fallowfield Township has an impaired section of the west branch of the Brandywine stream that only encompasses a portion of what enters the stream from Modena Borough. DEP is going to allow East Fallowfield to request a waiver from TMDL’s for that stretch of the stream because the pollutants are coming from upstream. There will a fee for MacCombie’s office to file this waiver. There was a discussion about what Coatesville, South Coatesville and Modena are doing to address the compromised area of the Brandywine.

Mr. O’Neill stated the estimated cost of preparing the 2018 permit application is \$7,500. MacCombie’s office is recommending that East Fallowfield Township work with Valley Township on the Sucker Run. East

Fallowfield Township would be granted credit. The 2017 application fee is \$2,500. There is also an annual fee of \$250. The total 2017 cost will be \$11,500, which is contingent upon finalizing GIS mapping, and working with the Public Works Department on how to do some periodic inspections. Annual outfalls of BMP's are already installed. All stormwater basins, including those basins that were installed in developments, will need to be inspected by the Township.

Projected 4-Year Costs: The DEP will audit municipalities in 2018. They are looking to get cooperation with other municipalities. We need to treat stormwater as sewage. Capture water, reduce volume and let it out to reduce velocity. DEP is pushing for things to be done along stream banks to slow the water entering the stream. Mr. O'Neill will send the Board a new letter with revised costs. Estimated cost for 2017 is \$11,500. The total cost for 2018 is \$25,000. Over the next four years, the cost will be \$100,000. Mr. O'Neill stated they estimate administrative costs to be \$2,500 per year and the Public Works Department to be \$4,500 per year.

Wilson Lambert asked about basins. Mr. O'Neill commented on needing to do GIS mapping because the Township needs to know about all basins, even those on private properties. Have someone go out and take pictures and measurements of all basins.

Mr. O'Neill stated that they are recommending the office do the record keeping paperwork. If the Township were audited, the Township would need to have the paperwork in the office.

GIS Mapping: Pani Martin asked Dennis O'Neill about a Chester County GIS mapping document / agreement that David Biloon (from Herbert MacCombie's office) is requesting the Board approve. Mr. O'Neill stated that this document is for storm sewer pipes, outfalls and basins. Pani Martin said they are offering a one-time fee for \$1,500.

Office/Treasurer.

- 1) Township Newsletter Update – Pani Martin gave the Board the final draft of the Township newsletter. She said the goal was to get the newsletter out in the fall in time to advertise Park Day. Because the newsletter company did not get the newsletter out before Park Day, they have agreed to waive the mailing fees for the newsletter.

B. New Business.

1. Security Cameras – Ed Porter asked what the status is of the security camera system recently purchased for the Township. Pani Martin stated it has not been installed yet. Pani Martin stated there are eight cameras in total.
2. Township Videotaping Public Meetings – Ed Porter asked about the Board's thoughts on videotaping the meetings. Ed Porter suggested reaching out to Mike Crotty to determine the legal parameters. There was a discussion about public comment and some residents not wanting to be videotaped. YouTube vs. live streaming of meetings was also discussed. There was a discussion about possible venues for posting meeting recordings. Ed Porter spoke about the benefits of taping public meetings. The Board also discussed camera placement in the meeting room.

3. ADJOURNMENT

MOTION: Steve Herzog made a motion to adjourn the Board of Supervisors meeting at 7:15 pm. Ed Porter seconded. VOTE: 5-0

Respectfully Submitted,

Lisa Valaitis,
Township Secretary