

September 16, 2015

The Board of Supervisors of Pennsbury Township held a regular meeting on Wednesday, September 16, 2015. Present were Supervisors Scottoline, McIntyre, Fenton, Manager Kathleen Howley and Solicitor Tom Oeste. The minutes of August 19, 2015 were approved as submitted.

#### **Township Manager Report – Kathleen Howley**

1. A tag sale was conducted at the Hope House September 3, 4 & 5. The township received a check in the amount of \$7059.13 which represents the net sales after commission was paid to Mrs. Kleinpeter who conducted the sale. Total amount of sales was \$10,084.43. This money will be deposited into the township's general fund.
2. The advertised 2016 budget workshop will be held on Wednesday, Oct. 14<sup>th</sup> at 8 a.m. in the township building.
3. The minimum municipal obligation for the township's pension fund for 2016 is \$14,784. This is a budget number for 2016. The township has in the past received state aid which covered most of this expense. That check has been received in October of every year to help pay the MMO.
4. The Board met with David Shields of the Brandywine Conservancy to start discussion on an easement to be placed on the three parcels of ground along Rt. 1 and surrounding the township building as well as finalizing the transfer of the Mendenhall easement to the Conservancy. The Pennsbury Land Trust will be involved in developing the easement policy, however the Brandywine Conservancy will hold the easement(s). It is planned for a separate easement(s) from the existing easement in the park. Mr. Shields stated that the Mendenhall easement should be ready for signing at the November BOS meeting. The township will continue to work with the Conservancy on the terms of the proposed easement.
5. Resolution #2015-09-16-1 The Board of Supervisors authorizing participation in the fire and ambulance services study, along with five other municipalities, was passed unanimously. Supervisor Scottoline gave the background on how the township got involved with this study. The cost of the study will be shared by other townships which are serviced by Longwood Fire Company. The Board voted to fund the study at a not to exceed level of \$7000.

#### **Road Department Report – Dave Allen**

Ms. Howley read the road report which stated the road crew is mowing road banks and trimming trees for the last time this season. They are also working on drainage swales on Chadwyck Lane, Shadow Lane and Hillspring Road. The storage building is complete and Mr. Allen is working with Jim Sears on planning for a new salt shed next year.

#### **Engineer Report – Matt Houtman**

Mr. Houtman reported that he will follow up with the Conservation District regarding storm water management on the Mendenhall property. A portion of Craig's Mill stream is impaired behind the property and the District will be asked to investigate to see if run off is coming from this area. This property also has property maintenance issues which need to be addressed. Mr. Oeste will confer with Rusty Drumheller, Code Enforcement Officer, and send a letter to the present owners regarding upkeep of the existing historic structures.

Mr. Houtman reviewed with the Board the proposed revisions to Windmill Hollow subdivision. Mr. Sanford, the owner, would like to reduce the size of Windmill Hollow Lane and Betsy Lane which will service the proposed lots. Mr. Houtman has a concern about emergency vehicles getting into the property especially during bad weather. The Planning Commission reviewed these proposed changes with Mr. Sanford at its August 25<sup>th</sup> meeting and generally was amendable to them. Mr. Sanford needs to revise his plans accordingly and come back to the township for approval.

**Parker Preserve HOA Open Space Landscape Plan (Mr. Mikkelson)** – The HOA open space and a small area of township land behind Mr. Mikkelson’s lot was cleared by him without necessary approvals. He was required by the Township to come up with a landscape plan to revegetate this area. He hired Ann Walters who was present to explain to the Board his plan. Approximately .737 acres is affected, and the plan proposes to use meadow grass (native grasses and flowers), native trees and shrubs. A maintenance and planting schedule is also included. Ms. Walters pointed out that the HOA open space maintenance document spells out procedure for maintaining this area, including eliminating invasive plants which were rampant in the cleared area, which is consistent with the proposed landscape plan. Meadow grass should be mowed once or twice a year. Mr. Mikkelson said he would maintain this area at least until the HOA is formed in the development. It was noted that the trails, some of which are involved in the plan area, are not specified and can go wherever the HOA ultimately decides. Supervisor McIntyre moved to accept the plan with the caveat that Mr. Mikkelson revegetate this area in according with the plan dated 8/25/15 and maintain it until the HOA is formed. Also the meadow grasses for the entire area and the trees/shrubs adjacent to lot 17 be planted by November 15, 2015 and the remaining trees are to be planted by April 15, 2016 or earlier if the HOA is established. The motion was seconded and passed unanimously.

Bob Crandell commented the Planning Commission comments were covered under Matt Houtman’s review of Windmill Hollow and he had no further comments.

Alma Forsyth commented on the meeting with Delaware River Basin Authority held on 9/8/15 with regard to groundwater removal in New Garden Township. It is of particular interest because of zoning limitations and challenges that will likely come into play and will give our township a heads-up on how much control a municipality will have over such takings by a commercial company. A bill list dated 9/16/15 numbering 15826-15905, State Fund #344 was submitted and approved for payment by the Board. With no further business the meeting adjourned at 8:40 p.m.

Respectfully submitted:

Kathleen Howley  
Township Manager