

**THORNBURY TOWNSHIP, CHESTER COUNTY
BOARD OF SUPERVISORS
REGULAR MEETING
MINUTES –March 19, 2013**

I. CALL TO ORDER

The regularly scheduled meeting of the Thornbury Township Board of Supervisors was called to order by Bob Anthony at 7:06 P.M. in the Thornbury Township meeting room. In attendance were Supervisors Bob Anthony, Chairman; Jim Benoit, Vice Chairman; Mike Gallagher, and Mike Gast. Brody Bovero, Township Manager; Kathy Labrum, Solicitor; and Teresa DeStefano, Township Administrator were also in attendance. An executive session was held before the regularly scheduled meeting to discuss real estate matters. After the meeting there was another executive session. There was one signed-in guest

II. POLICE REPORT – Lt. DiCave

Lt. DiCave gave a brief overview of the month's activity in the Township.

Lt. DiCave noted that with the warmer weather coming, residents should keep all garage doors closed and be aware of their surroundings.

He stated that a break-in occurred in Birmingham Township in broad daylight. He suggested alerting residents about these situations by posting the information on the Township web site or sending out notices.

Mike Gast suggested that the Township also send out an email blast with a notification.

III. MANAGERS REPORT

Brody gave a brief outline of the 2013 Road Paving Schedule:

- Submit bid specs to PADOT March 28
- Advertise bid solicitation April 12 & 19
- Pre-bid meeting April 24
- Bid opening May 1
- Contract Award May 14
- Commence Paving Work June 10

Sanitary Sewer Projects

A pre-connection meeting with College Hill Residents was held on Feb 28th. All remaining items required for connecting to the system were discussed. Permits for connecting are now being received. Currently, three permits have been submitted.

Town Center

The new HVAC unit for 846 E. Street Road (Best Kept Secret) was installed this week.

The renovation of 842 E. Street Road is near completion. The new windows have been installed. One sash must be reordered due to a broken window. Brody expects it to take 2-3 weeks to receive and install the sash.

Squire Cheyney Farm Façade Easement

Although a couple of details are still needed, a draft of the façade easement is ready. The upcoming schedule is as follows:

- Forward easement to SC subcommittee for review March 13
- Discuss easement at Board of Supervisors Work Session April 2
- Meet with Appraiser to discuss appraisal April 15

Squire Cheyney Park – Phase 1 Project

The stormwater design is 95% complete.

Stormwater

Minor work to storm inlets will be performed in April on Cricklewood Road in preparation for the paving project.

Township Website

A redesign of the Township’s website is nearly complete. Once the redesign is ready, a link will be sent out to the Board so they can review it prior to its “going live.”

Parks & Recreation

The Annual Egg Hunt is scheduled for March 23rd at 12:30 PM.

Brody Bovero introduced Al Skudzinskas, Vice President of Finance for Cheyney University.

Al Skudzinskas wanted to attend the meeting to introduce himself and to let the Board know the goals to revitalize the campus within the next five years and be a good neighbor to the Township.

Mike Gast just wanted to commend Brody on the job he did running the Sewer Project meeting for the College Hill Residents. It led to a clearer understanding of the permit process.

IV. APPROVAL OF MINUTES

A. February 19, 2013 BOS Meeting

Mike Gast made a motion to approve the February 19, 2013 minutes. The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

B. March 5, 2013 Work Session Meeting

Mike Gast made a motion to approve the March 5, 2013 minutes as amended by Mike Gast. The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

V. AGENDA BUSINESS

1. RESOLUTION 2013-9: REVISED FEE SCHEDULE

Brody Bovero noted that the Township has been reviewing our permit fee schedule to ensure the fees follow the state laws and also cover our inspection costs. LTL Consultants also reviewed the permit fees. Most fees are being reduced and this revised schedule reflects these changes.

Jim Benoit motioned the approval of Resolution 2013-9: Revised Fee Schedule. The motion was seconded by Mike Gast. All were in favor. Motion carried.

2. CONTRACT AWARD FOR GOOSE CREEK PARK/TOWN CENTER MOWING & LANDSCAPING

Brody Bovero noted that the bids were opened on March 7th for the Goose Creek Park/Town Center Mowing & Landscaping contract. There were a total of six bids and the apparent winner is WS Harwood Property Services, LLC. The estimated price is \$7,780.00 for the year. The contract is for one year with two optional renewals. All their references were checked and were satisfactory.

Mike Gast motioned the approval of the Goose Creek Park/Town Center Mowing & Landscaping Contract for one year with two renewal options. The motion was seconded by Mike Gallagher. All were in favor. Motion carried.

VI. PUBLIC COMMENTS

No comment

VII. OTHER MATTERS

No Other Matters

VIII. APPROVAL OF BILL LIST, \$158,141.79 – Brody Bovero

Brody Bovero presented the February bill list for a total of \$158,141.79

Mike Gast motioned to approve the bill list for \$158,141.79. Mike Gallagher seconded the motion. All were in favor. Motion carried.

IX. ADJOURNMENT

Mike Gast motioned to adjourn the meeting. Jim Benoit seconded the motion. All were in favor. Motion carried.

Respectfully Submitted,

Brody Bovero
Township Manager/Secretary