

December 13, 2017

The Board of Supervisors of Pennsbury Township held a regular meeting on Wednesday, December 13, 2017 at 7 p.m. in the township building. Present were Supervisors Fenton, McIntyre, Scottoline (by phone) and Manager Kathleen Howley. Minutes from the November 17, 2017 meeting were approved as submitted.

Township Manager Kathleen Howley reported the proposed 2018 budget has been duly advertised for adoption and posted since November 8, 2017. It is a balanced budget of \$1,643,420. There is no tax increase for 2018. Real Estate Tax mills remain at 1.49 and the earned income tax at 0.312%. With no further discussion the Board moved to accept the proposed budget and the motion was seconded. All were in favor and the motion passed.

Road Department – Dave Allen submitted the following: The road crew continues to trim trees back along roads, repaired a wash out on Chandler Road and are enjoying the use of the new salt shed. The first snow fall of the season on 12/9 went well except for the usual cars parked on roads despite repeated notification to residents to keep cars off the road during weather events. Mr. Allen is exploring data management software for the public works department.

Township Engineer Report – Matt Houtman discussed the following:

1. **Brenn 2- lot Subdivision** – Mr. Houtman gave a short synopsis of the review process and noted the conditional use hearing that was held for this proposed subdivision. The most recent review letter was dated December 2, 2017 and this was covered with the Planning Commission and applicant at their December 11, 2017 meeting. All items in his review have been satisfactorily addressed. The Planning Commission also concluded their review of the plan and recommended approval to the Board. The legal documents are still being reviewed by the applicant's attorney and Mr. Oeste. Mr. Fenton moved to approve the two lot subdivision conditioned upon a clean review from Mr. Oeste. Mr. McIntyre seconded the motion. With no further discussion the Board unanimously approved the plans with conditions – motion carried.
2. **Hawks Crest Subdivision** - Mr. Talman, resident of Hawks Crest requested that the open space markers (fencing) called for in the plans for Hawks Crest not be installed because of the positioning, some of which would be in the middle of a resident's yard. Surveyed markers are in the ground marking where their restricted land starts and this should be satisfactory. A discussion followed as to why this was put on the plan which was to protect from encroachment into the open space with anything prohibited by the easement. With no further discussion Mr. Fenton moved to waive the provision for installation of post and rail markers and Mr. McIntyre seconded the motion. A vote was taken and all were in favor. Motion carried.

Mr. Houtman submitted a request for Escrow Release #16 in the amount of \$30,632.50. This would be the final release and the account closed out. He confirmed that all items on his punch list from last July were taken care of by Mr. Spano. The Board moved and passed to sign the release. Motion carried. The documents will be released to Mr. Spano upon receipt of the

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\$10,267.50 township engineering fees that are outstanding. Mr. Talman stated that the Hawks Crest HOA is satisfied with the completion of work in the development.

Planning Commission Chairman Dennis Smith reported on their last meeting which took place on December 11, 2017. They did a final review of the Brenn Subdivision with Matt Houtman present. Members concluded their review of the plans. Also present at their meeting was a potential buyer of the Pennsbury Inn, Dr. Lewis. He is exploring the possibility of living at the Inn with his family and converting some space to a vet dentist office. He also is looking at the Ten Gallon Hat property which has been vacant for the past couple of years.

Ms. Howley stated an engagement letter from Barbacane Thornton to conduct the township audit for the next 3 years has been received by the township. Mr. McIntyre moved to have BTC do the 2017 audit conditioned upon a satisfactory review by Tom Oeste of the engagement letter. Mr. Scottoline seconded the motion. All were in favor and the motion passed.

Mr. Scottoline noted for the record that the 2001, 2004 notes have been paid off by the township in November and the only remaining note is the 2014 note used to purchase the Toll Bros. property surrounding the township building. Mr. Fenton noted the receipt of a letter from Mr. Cunningham who lives on Deer Path thanking the township road crew and Mr. Houtman for their good work solving a storm water management problem by his property.

Alma Forsyth expressed her concern regarding a potential purchase of the Chester Water Authority by Aqua PA. She asked that the township proceed with the drafting of a zoning amendment protecting water from exportation outside of the township. Ms. Howley will follow up with Mr. Oeste and get an update from him.

Mr. Orenshaw was present and asked for an update on a list of potential zoning violations he submitted at the November meeting. Ms. Howley will check with Rusty Drumheller and Mr. Oeste.

The next meeting will be the organizational meeting on Tuesday, January 2, 2018 at 5 p.m. followed by the regular BOS monthly meeting. A bill list dated December 13, 2017 numbering 17723- 17789, State Fund 398, 399 and Open Space check #116 was submitted and approved for payment by the Board. With no further business the meeting adjourned at 8 p.m.

Respectfully submitted:

Kathleen Howley

Township Manager