

**Newlin Township  
Board of Supervisors  
Meeting Minutes**

**May 11, 2015**

**Call to Order:** The monthly Board of Supervisors' meeting of Monday, May 11, 2015, convened at 8:00 p.m. at the Lenfest Center, Cannery Road, Coatesville, PA. Present were Chair, Janie Baird, Bill Kelsall, Bob Pearson, and Secretary, Gail Abel.

**Announcement Period:** Janie Baird announced if you plan to voice record or video record any or all of the meeting, you must state your intention to do so at the beginning of the meeting and identify yourself. Anyone who is videoing must stand in the back right-hand side of the room while video recording.

If your area of interest is on the agenda we would ask that you wait until we get to that item. If it is not you may comment at this time. We request that you hold your comments to 5 minutes per person and that you identify yourself by name and address.

Janie Baird also announced that on Friday, May 8<sup>th</sup> she and Bob Pearson met with Representative Chris Ross at his office, as requested by Chris, to discuss Laurel Road repairs and Grant options.

Also announced was there will be an executive meeting immediately following tonight's meeting to discuss a personnel issue.

There will be a zoning hearing for ChesLen Preserve on Wednesday, May 20<sup>th</sup> at 7:30pm.

Signage has been placed at Harvey's Bridge indicating that starting May 18<sup>th</sup> the bridge will be closed for repairs by the County.

**Comment Period:** Carolyn Haas wanted to know when the sweeping of the roads will take place; she and many other residents of Newlin Greene are getting frustrated. Secretary, Gail Abel said she has been discussing the sweeping with the road crew for over a week and it is scheduled to take place any day. She also inquired about storm water basin in Newlin Greene and if contractors could be recommended. We said we could not recommend contractors but she could call Bob Pearson to discuss and also Bill Kelsell will call her to follow up.

Karen Amon announced an art tour by Chester County Art Association and will leave information on the table.

**Minutes:** The minutes of the Board of Supervisors' meeting, held on Monday, April 13, 2015 were read and reviewed. Bill Kelsall made a motion to accept the minutes, seconded by Janie Baird and the vote was unanimous.

**Financial Report:** Read by Gail Abel. Bill Kelsall made a motion to approve the financial report, seconded by Bob Pearson and the vote was unanimous. Janie Baird announced the general fund is over the FDIC limit. Janie Baird made a motion to move \$80,000 to DNB First, Embreeville Building Fund as a temporary move, Bill Kelsall seconded and the vote was unanimous.

**Building/Zoning Officer:** April report shows twelve inspections have been performed. Twenty-nine inquiries have been received. One permit was issued in April — a deck.

**Emergency Services:**

Good Fellowship Ambulance, April report has not been received.

West Bradford Fire Company: April report showed 27 total calls, 1 in Newlin.

**Right to Know Requests:** The Township has had one right to know request since the last meeting.

**Pa State Police Update:** Lieutenant Magee came this evening to provide a year-to-date report for Newlin. He reported that since January 1<sup>st</sup> Newlin has only generated 62 incidents and most were very minor in nature. In March the State Police conducted Operation Night Hawk. This involved 24 police departments, District Attorney's office, Sherriff and District Courts. They had classes and speakers in Downingtown prior to the officers going out. In the past, there was an Avondale officer struck and killed by a drunk driver and Operation Night Hawk is done in his memory. This was the biggest Operation Night Hawk ever with 127 DUI in 2 nights throughout Chester County. Three stolen guns were collected, and a few warrants issued. Never has Operation Night Hawk arrested 100 people in a two day operation in the past. He did say if you see anything suspicious do not hesitate to report it. Bill Kelsall reported seeing a four wheeler, driven by a man with a ski mask, on Cannery Road and asked if they could look into that.

Bob Pearson said he appreciated the professionalism at The State Police and thanked the trooper and the barracks; they represent the Commonwealth very nicely.

**Kennett Public Library:** Donna Murrary, Director of the Kennett Public Library along with Karen Amon, Newlin Representative to the Library Board, reported on the progress and future of the Library. Renovations have been completed along with an upgrade to infrastructure. There is now a new name, the Kennett Public Library, a new logo and new colors. Adult Literacy is now offering GED Preparation classes as well as ESL. The Children's Programing was named a "Family Place Library" after receiving an \$18,000 state grant for training and materials in 2014.

Plans are being developed for the building of the new facility on the Waywood Road site.

**Natural Lands Trust Zoning Hearing Board Discussion:** Janie Baird commented our zoning ordinance requires that any large group gathering of over 300 attendees must go to a Zoning Hearing for approval. Natural Lands Trust is coming back again this year for a two events which they anticipate having over 300 people. Because they will be holding these events in the community yearly they wanted to know if they could request blanket permission without going through the ZH procedure each time.

Bob Pearson commented he is not in favor of blanket approval. Bill Kelsall and Janie Baird agreed. After no further discussion, Bob Pearson made a motion that NLT must go through a new ZH every year. Bill Kelsall seconded the motion and the vote was unanimous.

**Maintenance Agreement-Township's 5 acre shared driveway:** A few years back the Township acquired a 5 acre parcel which is now referred to as the Mason Dixon Park. There is a shared driveway with the neighbor and a small parking area for the Township. This is not for public use or access and visitors are encouraged to use the public parking located at the maintenance facility. There has never been a formal maintenance agreement and this should have been done by and between the previous owner of the Township parcel and adjacent property owner but it was never addressed so the Township needed to formalize an agreement. The agreement was drafted by the Solicitor and will be recorded at the Recorder of Deeds. Bill Kelsall made a motion to sign the maintenance agreement, seconded by Bob Pearson and the vote was unanimous.

**Resolution 2015-07 Additions to the Agricultural Security Area:** A request has been received from the Elvin's on Apple Grove Road to add their properties to the ASA. There are two parcels, 1 being 18.6 acres, another being 2.5 acres. There are two procedures for placing properties in the ASA. One is by ordinance which has costs the Township or second, by resolution but there is a 6 month waiting period. The Township decided to go with the one that did not incur any

expenses on the Township. With no further discussion, Bob Pearson made a motion to adopt Resolution 2015-07, seconded by Bill Kelsall and the vote was unanimous.

**Laurel Road Discussion:** Janie Baird announced it has been a year since the April 30<sup>th</sup> – May 1<sup>st</sup> storm that washed away Laurel Road at which time the Township was forced to temporarily close the road.

Since this date, the Township has reached out to Senator Dinniman, Senator Pileggi, East Fallowfield Township, and Chester County Planning Commission for any possible funding resource.

In April, Janie Baird attended the PSATS conference and learned of a Commonwealth Financing Authority (CFA) grant. This is a 30% match grant meaning that the Township would be obligated to provide 30% of the total of the repair cost.

A Resolution was prepared for moving forward with the grant process for the CFA Multimodal Transportation Fund (MTF) Program. Bob Pearson made a motion to adopt Resolution 2015-08, Bill Kelsall seconded and the vote was unanimous.

The grant has an application deadline is July 15<sup>th</sup>. Chris Ross is happy to provide a letter of support. The expenses estimated by the Township Engineer are: Engineering \$124,410, Utilities and Right-of-Way \$50,000, Construction \$829,400 for a total of \$1,003,810. The Township portion of 30% would total \$301,143 based on this estimate.

The Engineer has investigated the necessary documents required for appropriate temporary construction access and permanent access easements for a potential turn-around at the base of the private drive for 619, 623, and 625 Laurel Road. The approved subdivision plan shows that the driveway intersection with Laurel Road may be on one or both parcels with Laurel Road frontage depending on the construction location, and will require temporary access easements on both properties, and permanent access easements to be drawn up and recorded against all three parcels. In order to establish these agreements, they would need to complete a boundary survey in the location of the common property line. Topographic survey including vegetation, utility location, drainage facilities, slope and landscape features will need to be documented as part of the easement, design, and construction process for a turn-around. The Board felt it would be a better use of Township funds to put money toward a permanent fix for Laurel Road, if the grant is approved, rather than a temporary turn-around.

John Hughes agreed that it seems reasonable to forgo the temporary repairs and move forward with the grant process. He is only speaking for himself and not his neighbors.

The residents inquired about the signs that were discussed at the last meeting, no parking, no littering and additional road closed signs. The signs are in and just need to be installed.

Drew Gentile asked if there is any plans for cutting back limbs on Laurel and Youngs Road.

**Dirt and Gravel Road Grant Discussion through CC Conservation District:** Barb Forney has been gathering information on dirt and gravel road funding. Bob Pearson and Barb are working together and have already met with Jim Demchak with the Conservation District. Grant deadline is in June and must be less than \$50,000 in materials. There is a potential rock issue when it gets to installing the pipe. The proposal is to blacktop from the entrance starting at Brandywine Creek Road up to the first pipe. Install new inlets so the water will not continue to wash away the road creating additional expense each year for stone.

The conservation district is happy for the Township to move forward with the grant application as this will be helpful to the streams.

Bill Kelsall made a motion to apply for the The Dirt, Gravel and Low Volume Road Maintenance Grant Application, seconded by the Janie Baird and the vote was unanimous.

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**Bids:** Advertisement for the 2015/2016 bids was placed in the Daily Local on April 16<sup>th</sup> and April 28<sup>th</sup> indicating sealed bids would be received by the Township until 12 noon on Thursday May 7<sup>th</sup>. A total of 5 bids were received. The secretary presented the 5 sealed bids to the Board for review and consideration.

After opening and reviewing the bids, Bill Kelsall made a motion to award Martin Limestone, New Enterprise Stone Contract #2 aggregate bid, seconded by Janie Baird and the vote was unanimous.

Bill Kelsall made a motion to award Asphalt Industries Contract #3 Oil and Equipment, seconded by Janie Baird and the vote was unanimous.

Bob Pearson made a motion to award Allan Myers Contract #1 asphalt bid, seconded by Bill Kelsall and the vote was unanimous.

**Adjournment:** With no further business, Bob Pearson made a motion for adjournment, seconded by Janie Baird and the vote was unanimous.

**TIME: 9:55pm**

Respectfully Submitted,  
Gail Abel  
Recording Secretary

