

**Newlin Township
Board of Supervisors
Meeting Minutes**

September 11, 2017

Call to Order: The monthly Board of Supervisors' meeting of Monday, September 11, 2017, convened at 8:00 p.m. at the Lenfest Center, Cannery Road, Coatesville, PA. Present were Chair, Janie Baird, Bill Kelsall, Bob Pearson, Secretary, Gail Abel

Announcement Period: Janie Baird asked for a moment of silence to remember September 11th victims and the victims in Texas as well as Florida. She recognized the first responders and all the help they have provided.

Janie announced the MS4 waiver request and TMDL plan, in case the waiver isn't approved, were submitted on September 6th to DEP.

Comment Period: Fred Roberts inquired if there is any progress with the sewage treatment plant at Embreeville. Janie said we contracted with Vince Pompo, Esquire to provide guidance in this area. Vince has done research and is in contact with DEP. Janie announced that the contested zoning hearings in West Bradford have started again. The plant is currently under a permit for only 100,000 gallons per day. Jim Cornell inquired about the change in use. The board assured the audience that we are represented by council to guide the Board through the process. When updates are available they will be provide.

Minutes: The minutes of the Board of Supervisors' meeting, held on Monday, August 14, 2017 were read and reviewed. Bob Pearson made a motion to approve the minutes, seconded by Bill Kelsall and the vote was unanimous.

Financial Report: Read by Gail Abel. Bob Pearson made a motion to approve the financial report, seconded by Bill Kelsall and the vote was unanimous.

Emergency Services:

West Bradford Fire Company: August report was received, 30 total calls, 0 in Newlin, We are in receipt of the Compliance Audit for West Bradford Volunteer Firemen's Relief Association for the Period of January 1, 2015-December 31, 2016.

Modena Fire Company: August report was received, 58 total calls, 3 in Newlin.

Po Mar Lin Fire Company: Six month report was received, 141 total calls, 19 in Newlin.

Good Fellowship Ambulance: August report was received showing 3 calls in Newlin.

Longwood Ambulance: report not received

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

Library Update by Karen Ammon: Karen Ammon, Newlin's Library Board representative, was in attendance along with Library Director, Megan Walters. The transition between Donna Murray's departure and Megan's arrival went very well. The programs are expanding and the library is active. She announced the annual report has been published and the Township was provided with a copy. The purchase of the Weinstein Lot is under agreement

and the sign is up showing where the new building will be located. The Library Board will be having a dedicated fundraiser in the fall and will be looking for support from all municipalities. Janie commented she was in around 4pm after school and was impressed with the number of kids interacting at the library.

Resolution 2017-09 for Adoption of Act 537 Plan and Sewage Ordinance Discussion:

Tonight the Board is considering Resolution 2017-09 which would adopt an Official Sewage Facilities Plan, commonly referred to as a 537 Plan, as required by DEP. The Plan was prepared by Cedarville Engineering over the past 2 plus years and upon adoption by the Board, the entire plan will be submitted to DEP for their approval.

Janie Baird ask for a motion to approve Resolution 2017-09. Bill Kelsall made a motion to approve Resolution 2017-09 Act 537 Sewage Facilities Plan, seconded by Bob Pearson and the vote was unanimous.

The Supervisors passed Ordinance 2014-02, November 10, 2014 which is part of our 537 Plan. The Ordinance pertains to on-lot septic systems and small flow sewage treatment facilities that exist in Newlin.

The Ordinance requires that all on-lot systems be pumped by a licensed sewage hauler on or before September 1, 2017 and every 3 years thereafter.

Residents are to provide a copy of their pumping receipt to the Township.

The Board has published a notice included in the Township Tax bill for the last 3 tax bills.

So far the Township has been informed that approximately 150 out of 500 have complied with the ordinance.

We are allowed by the Ordinance to contact residents personally or by mail if they fail to comply with the requirement.

Failure to comply can result in a civil enforcement proceeding and fines up to \$1,000.

It was agreed that a letter would be drafted and sent to those who have not complied and provide a 90 day time frame before an enforcement is considered.

Codification Book: Newlin has requested a proposal for organization of our Ordinances from General Code as recommended by Solicitor Kristin Camp. Gail has attempted to contact other companies for comparison but none seem to be in business. She has also contacted PSATS for possible recommendations to no avail.

General Codes' recommendation would be to create organizational structure to our ordinances; and Editorial and Legal Analysis that would identify conflicts and inconsistencies in our ordinances. The Township would provide feedback through the process and once approved, General Code will publish the code in print and online and the Township will adopt.

This cleaning up process would make it much easier for residents, our solicitor and other interested persons to find pertinent ordinances.

The project cost is \$11,902 which would be billed in increments as the job progresses and would span at least 2 budget years.

General Code currently works with 39 municipalities in Chester County.

Jim Cornell and Barb Forney had comments about the proposal.

After discussion, Janie Baird made a motion to contract with General Code and start the codification process, Bill Kelsall seconded and the vote was unanimous.

Laurel Road Update: Bob Pearson provided an update for the Low Volume Dirt & Gravel Road project. Bob and Barb Forney met with Aaron Clauser, the consultant hired to work with the Low Volume Grant and Chester County Conservation District. The Township is being pro-active before additional erosion happens. Aaron Clauser has great rapport with the Conservation District and we feel confident we will qualify for the Low Volume Dirt & Gravel Road grant. A survey will be done this fall and winter. Debris in the creek will be removed, the sand bars will be corrected and directed off the embankment and re-directed straight to prevent further erosion. Projected project cost is \$544,000. It is recommended the Township provide between 25%-50% match. A 37% match will cost approximately \$200,000.

Barb Forney added the application for the grant has been submitted. She also said because of the situation we can go in as an emergency application. The guard rail and pavement for Laurel Road is also included in the grant application.

Janie Baird announced the Multi Modal Grant application with DCED has been sent in and will require a 30% match for the Township amounting to \$435,000.

Brandywine Creek Road: Janie Baird said the Township is in receipt of a letter from Penn Dot dated August 28th addressing slope restoration stabilization and drainage improvement. The project will stabilize the roadway embankment that carries Brandywine Creek Road and replace the asphalt pavement box, both of which have been impacted by scour action from the Creek leading to multiple slope failures and a reduction in the useable roadway width, so much so that the roadway cannot support bi-directional traffic. The bid process will start late fall with anticipate construction sometime in 2018. Additional information will be provided when available.

Green Valley Road needs two culverts replaced but PennDot has not given a time frame on that project.

146 Green Valley Road Stormwater Agreement-Paul McLaughlin: A recommendation letter was received from Cedarville Engineering dated September 7th recommending acceptance of the Stormwater Management Operation and Maintenance Agreement for Paul McLaughlin, 146 Green Valley Road. With no further discussion, Bill Kelsall made a motion to accept the Operation and Maintenance Agreement, Bob Pearson seconded and the vote was unanimous.

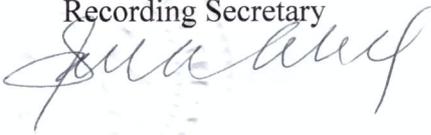
Snow Bids Advertisement for Bid Letting October 9th: Janie Baird announced the Township will be advertising for bids for 2017-2018 snow removal. The bid request will be advertised in the Daily Local News on September 21st & 28th. The Township has contracted with outside providers for the last 5 years.

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Equipment Purchase Discussion: At the August meeting, Bob Pearson shared his interest in purchasing a grader that is owned by West Marlborough Township. The purchase price is \$10,000 for the machine and all the parts. Bill Kelsall made a motion to approve the purchase, Janie Baird seconded and the vote was unanimous.

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

Respectfully Submitted,
Gail Abel
Recording Secretary

A handwritten signature in cursive script, appearing to read "Gail Abel", is written over a faint circular stamp.