

**Newlin Township
Board of Supervisors
Meeting Minutes**

**January 15, 2018
Public Hearing**

Janie Baird opened the Public Hearing for an Ordinance to Regulate the Use of Retaining Tanks in Newlin Township. The ordinance was first advertised on December 29, 2017 for a January 8, 2018 hearing which was cancelled due to inclement weather and re-advertised on January 10, 2018.

There were no public comments and Janie Baird closed the public hearing.

Call to Order: The monthly Board of Supervisors meeting of Monday, January 15, 2018, convened at 8:00 p.m. The meeting that was scheduled for Monday, January 8, 2018 was cancelled due to inclement weather and re-advertised on January 10, 2018 and held at the Lenfest Center, Cannery Road, Coatesville, PA.

Present were Chair, Janie Baird, Bill Kelsall, Bob Pearson, Secretary, Gail Abel

Announcement Period: No announcements.

Comment Period: No public comments.

Minutes: The minutes of the Board of Supervisors meeting, held on Monday, December 11, 2017 were read and reviewed. Bob Pearson made a motion to accept the minutes, seconded by Bill Kelsall and the vote was unanimous.

The minutes of the Board of Supervisors annual re-organizational meeting, held on Monday, January 2, 2018, were read and reviewed. Bob Pearson made a motion to accept 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: December report was received, 29 total calls, 1 in Newlin.
2017 Year-end report was received, 318 total calls, 7 in Newlin.

Modena Fire Company: December report was received, 77 total calls, 2 in Newlin.
2017 Year-end report was received, 924 total calls, 17 in Newlin

Po Mar Lin Fire Company: December report was received, 20 total calls, 3 in Newlin.
2017 Year-end report was received, 273 total calls.

Good Fellowship Ambulance: December report not received but the 2017 Year-end report was received, 27 total calls in Newlin.

Longwood Ambulance: December report not received

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

Malvern Federal Resolution for New Financial Institution: Janie Baird announced the Secretary has researched an additional financial institution and has proposed opening an account at Malvern Federal. Bob Pearson made a motion to adopt Resolution 2015-05 naming Malvern Federal as an additional financial institution, seconded by Bill Kelsall and the vote was unanimous.

Bob Pearson made a motion to transfer \$100,000 from the general fund to Malvern Federal, seconded by Bill Kelsall and the vote was unanimous.

Ordinance 2018-01 Holding Tank: Bob Pearson made a motion to adopt Ordinance 2018-01, seconded by Bill Kelsall and the vote was unanimous.

Holding Tank Agreement: There is a proposed Operation and Maintenance Agreement for Holding Tanks and the Board needs to establish an escrow amount. Bob Pearson made a motion to set \$1,000 in escrow funds for holding tank agreements, seconded by Bill Kelsall and the vote was unanimous.

Equipment Discussion: Bob Pearson asked for the Board's approval to spend \$8,000-\$9,000 to update and repair the 2007 GMC and 2008 Ford Pick-up trucks to have them better equipped for snow removal and other Township tasks. The proposal is to have a flat-bed body put on one truck and purchase a cinder spreader for the other. We sold some of the old used spreaders last year and need new updated equipment. Bill Kelsall made a motion to approve Bob Pearson's request, seconded by Janie Baird and the vote was unanimous.

Fee Schedules: Kim Venzie, from Buckley, Brion, McGuire & Morris prepared a memorandum dated December 6, 2017 amending the Township's existing fee schedules. Changes include, Resolution to Adopt the new Consultant Fee Reimbursement Policy and Procedures; the new Consultant Fee Reimbursement Contract; and the New Plan Submission Requirements document, (this replaces the document referred to as the Development Agreement and it retains some of that language and adds new language). The 2018 Fee Schedule Resolution combines all of the fees into one document with no change to the fee amounts from 2017. The Right-to-Know Policy, remains unchanged except for updates to the dates.

Resolutions on the above changes were considered and with no further discussion, Bill Kelsall made a motion to adopt Resolution 2018-02, seconded by Janie Baird and the vote was unanimous. Bob Pearson made a motion to adopt Resolution 2018-03, seconded by Janie Baird and the vote was unanimous. Bill Kelsall made a motion to adopt Resolution 2018-04, seconded by Janie Baird and the vote was unanimous.

Beagle Club Road Permit: The General Permit was received for Beagle Club Road. Bob Pearson, Road Master, signed papers required for submission.

Pa Infrastructure Financing & Laurel Road Update: Janie Baird met with Jim Fritsch, Township Engineer on January 3rd to discuss the Laurel Road project. Regester Associates provided a proposal for the Laurel Road Survey. The proposal will include: Notifications of adjoining property owners by certified mail; site meetings with adjoining property owners if requested prior to performing survey work; perform wetlands delineation in conjunction with Aaron Clauser with Clauser Environmental; perform a topographic survey in the vicinity of Laurel Road and the Brandywine Creek between 619 Laurel Road and 629 Laurel Road and prepare an existing conditions plan. The Estimated Cost of Services for this part

of the project is \$16,000. This figure does not include a geo-technical survey of the underlying conditions of the devastated road bed as this survey will be subcontracted out by Register and the Township will be billed separately.

Bob Pearson made a motion to authorize Janie Baird to sign the proposal for the Laurel Road Survey, Bill Kelsall 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.

Time: 8:21pm

Respectfully Submitted,

Gail Abel

Recording Secretary