

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, OCTOBER 16, 2019 – 7:30 PM**

CALL TO ORDER by Chair DeLello at 7:31 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT:	RICK DELELLO	[X]
	SUSAN CAUGHLAN	[X]
	STEVE QUIGLEY	[X]

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, announced this evening’s Business Meeting was being video-recorded for rebroadcast.

PUBLIC COMMENT

- Karen Arena, Worcester, commented a Township consultant responsiveness to a reported stormwater matter, inspections made at a neighboring property, a claim filed with Township insurance carriers, and the repair of a swale. Supervisor Quigley commented on Township staff and consultant review processes, and Board of Supervisors responsibilities. Bob Brant, Township Solicitor, commented information provided to Ms. Arena and her attorney, and on a claim filed with Township insurance carriers. Mr. Brant noted this issue was a matter of potential litigation.

OFFICIAL ACTION ITEMS

- a) Consent Agenda – Chair DeLello asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Caughlan made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for September 2019, (b) bill payment for September 2019 in the amount of \$586,812.52; (c) the August 21, 2019 Business Meeting minutes; (d) the September 18, 2019 Work Session minutes; and, (e) the September 18, 2019 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) Resolution 2019-12 – Mr. Ryan provided an overview of a request to amend conditions of approval for Himsworth, a three-lot subdivision at Hollow Road. Mr. Brant noted Township staff, consultants and the Applicant were agreeable to reducing the caliper of certain landscaping to be installed, and to the elimination of certain insurance provisions included in the land development agreement for this project.

Supervisor Caughlan made a motion to approve Resolution 2019-12, to amend conditions of approval for Himsworth, a three-lot subdivision at Hollow Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2019-13 – Mr. Ryan provided an overview of a grant application for funding of a small picnic pavilion at Heyser Field.

Supervisor Caughlan commented on pavilion location. Mr. Ryan will confirm the pavilion location does not conflict with current programming at the park.

Supervisor Caughlan made a motion to approve Resolution 2019-13, to authorize submission of a grant application to the PECO Green Region Open Space Program. The motion was seconded by Supervisor Quigley.

Deb Walker, Worcester, commented on the promotion of Heyser Park.

By unanimous vote the Board adopted the motion to approve.

- d) bid award – Mr. Ryan provided an overview of bids received for the installation of various traffic signal improvements. Mr. Ryan noted this project was recently re-bid, and current low bid is approximately \$22,000 less than that initially bid.

Supervisor Caughlan made a motion to award a bid for various traffic signal improvements to Armour & Sons Electric, Inc., the lowest responsive and responsible bidder, in the amount of \$250,575.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

Supervisor Quigley commented on Township efforts to improve the flow of traffic throughout the community.

- e) agreement – Joe Nolan, Township Engineer, commented on a proposed sanitary sewer pump and haul agreement at Whitehall Estates. Mr. Nolan confirmed the agreement complies with Pennsylvania Department of Environmental Protection requirements.

Chair DeLello commented on oversight and reporting requirements.

Supervisor Quigley commented on Center Point Farms pump station maintenance.

Supervisor Caughlan commented on Whitehall Estates pump station ownership.

Supervisor Caughlan made a motion to approve a sanitary sewer pump and haul agreement at Whitehall Estates. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) agreement – Joe Nolan, Township Engineer, commented on a proposed sanitary sewer pump and haul agreement at the Reserve at Center Square.

Supervisor Caughlan made a motion to approve a sanitary sewer pump and haul agreement at the Reserve at Center Square. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) 2020 Budget – Mr. Ryan provided an update on the 2020 Budget. Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes.

Mr. Ryan noted the budget includes one additional full-time employee, an entry-level Public Works laborer. Mr. Ryan noted the hire was anticipated during the previous three years, given the increased amount of “in-house” work the Public Works Department has assumed during this time. Mr. Ryan commented on the lower cost of utilizing Township personnel as compared to utilizing private consultants.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a no increase in Earned Income Tax receipts. Mr. Ryan noted the budget assumes a modest increase to Real Estate Transfer Tax and building permit receipts due to the recent start of construction at the Whitehall Estates and Reserve at Center Square developments.

Mr. Ryan noted health care expenses are estimated to decrease by 10% in the coming year, thanks to the Township's positive claim experience with the Delaware Valley Health Trust.

Mr. Ryan noted the budget provides a 5% increase in operating contributions to the Norristown Public Library and Worcester Volunteer Fire Department, and an additional \$100,000 capital contribution for the Fire Department. Mr. Ryan noted the budget includes an up to \$500 per month stipend to Township employees who volunteer with the Fire Department during the work week, the time of the week that volunteer firefighters are in most need.

Mr. Ryan commented on proposed capital improvements, including the replacement of Public Works vehicles and equipment that have reached the end of their useful life – which includes a 2008 dump truck and a 2008 mower.

Mr. Ryan noted the Capital Fund also provides for a storm sewer system extension in the Adair neighborhood, the replacement of a culvert at Berks Road, and various bridge and roadside safety improvements.

Mr. Ryan noted the Capital Fund provides \$876,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

Mr. Ryan commented on Sewer Fund operations, and efforts made by Township staff and the contracted sewer operator to lower system expenses. Mr. Ryan noted the draft budget includes a 0.5% increase to sewer service fees, which equates to an approximate \$0.25 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and on the 2020 estimated Liquid Fuels allocation.

Mr. Ryan noted the Budget will be presented at the November 20 Business Meeting, and then made available for a 20-day public inspection period, before being considered at a Public Hearing at the December 18 Business Meeting.

Supervisor Quigley commented on revenues and expenditures for the Township rental property at Hollow Road.

Supervisor Caughlan, Supervisor Quigley and Chair DeLello commented on the addition of staff expenses to the Sewer Fund.

Supervisor Quigley commented on video surveillance in public parks.

Ms. Arena commented on stormwater improvement funding. Mr. Ryan commented on the Township's MS4 obligations and on the financial impact of this Federal and State unfunded mandate.

Bob Andorn, Worcester, commented on video surveillance in public parks, and on the addition of staff expenses to the Sewer Fund. Chair DeLello commented on reserve funds and on the planning of capital projects.

OTHER BUSINESS

- Supervisor Quigley commented on trail and bridge construction at Defford Park. Mr. Nolan commented on improvements to date and to be completed.
- Supervisor Caughlan commented on signage at the Reserve at Center Square.

PUBLIC COMMENT

- Mr. Andorn commented on property owners completing work without required permits, Heyser Park proposed pavilion location, Township grant writing efforts, amended conditions of approval for the Himsworth subdivision, and the walkability and accessibility of Township parks.
- Ms. Arena commented on a claim filed with Township insurance carriers.
- Joan Michini, Worcester, commented on sign regulations.

ADJOURNMENT

There being no further business brought before the Board, Chair DeLello adjourned the Business Meeting at 9:05 PM.

Respectfully Submitted:

Tommy Ryan
Township Manager