

**WORCESTER TOWNSHIP  
BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
WORCESTER, PA  
WEDNESDAY, JULY 1, 2015 AT 9:00 AM**

**CALL TO ORDER** by Arthur Bustard at 9:00 am

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT:

ARTHUR C. BUSTARD	[X]
SUSAN G. CAUGHLAN	[X]
STEPHEN C. QUIGLEY	[X]

**INFORMATIONAL ITEMS:**

**MOTIONS & RESOLUTIONS:**

1. **Approval of the Minutes** – Supervisor Caughlan made a motion to dispense with the reading of, and approve as written the minutes of the June 1, 2015 meeting. Motion was second by Supervisor Quigley. By unanimous vote the board adopted the motion to approve.

**MANAGER’S REPORT:**

1. Assistant Manager, Tiffany Loomis reported:
  - a. Zoning Hearing Board- The hearing scheduled for July 28, 2015 has been cancelled due to no new applications.
  - b. Subdivision & Land Development – The Township is in receipt of preliminary plans for Willow Creek Farms, LP three-lot subdivision.
2. Roadmaster and Public Works Director, Bob D’Hulster reported:
  - a. Public Works Inventory – Mr. D’Hulster presented on the current public works equipment, vehicle, and trailer inventory, in addition to their overall condition. Please refer to the Township website or stop into the Township Building to obtain the comprehensive report.

Chairman Bustard inquired as to the replacement plan. Mr. D’Hulster stated that there is a timeline projection plan to replace vehicles, which is three years out. He stated that buying lawn mowers at the same time is not beneficial, due to the fact that they will be replaced all at the same time going forward. Additionally he mentioned the condition of one of the vehicles (pickup truck) and the cost to replace.

Chairman Bustard inquired about the snow plows. Mr. D’Hulster clarified that the money has been spent on the plow hedge and the plows themselves are holding up.

Supervisor Quigley inquired if there are enough generators for the traffic lights in the Township. There are a total of 16 lights and 10 generators. Public works has purchased five, the County has given the Township two, and there are three older ones. Mr. D'Hulster does not recommend purchasing more generators. There was discussion between Supervisor Quigley and Mr. D'Hulster concerning scrapping machinery.

Chairman Bustard inquired about mowing along the roads. Mr. D'Hulster clarified that there is a shadow vehicle.

Chairman Bustard inquired about the salt shed, the existing pad, and securing the area. Supervisor Quigley inquired about the John Deere tractor, and Mr. D'Hulster clarified that it has been used for the construction of the Zacharias Trail and for ditch cleaning.

Mr. D'Hulster said it is important to address the drainage including cleaning out the ditches.

Supervisor Caughlan inquired about mowing on the larger roads, such as state roads (e.g. Valley Forge Road is a state Road). She inquired if a more fuel efficient vehicle can be used. Mr. D'Hulster said that the trucks are needed due to the safety standards and lighting requirements.

3. Manager, Ed Hill reported:

- a. 2568 Skippack Pike House - Mr. Hill sent a memo to the Board of Supervisors considering a public auction, as opposed to a realtor selling the property. He stated that the cost for the real estate process that would range approximately \$5,000-\$6,000, an auction would be a flat \$600 fee, or a private realtor sale would be 3% commission. Supervisor Caughlan inquired as to the number of open houses and the advertisement process. Mr. Hill clarified that one open house is held, and Andrew Freimuth, Esquire, clarified that the advertisement must be no less than 10 days before the bid date.

Supervisor Caughlan stated that a local auctioneer needs to be contacted, and that she would like a list of this information. Supervisor Quigley clarified that the Board will be overseeing this process and that this will be a tedious process. He has requested that the document be produced by the office of James Garrity, Township Solicitor. Chairman Bustard directed Mr. Hill to gather the information in order to make a decision at the next meeting.

- b. Traffic Intersection Study – Mr. Hill clarified that a traffic study needs to be completed at the intersection of Valley Forge and Water Street Roads, in order to change the timing of the lights. The cost is approximately \$1,600, and then PennDOT will make the determination to change the timing of the lights. Mr. Hill is requesting a timing change approval from the Board.

Chairman Bustard said that the complaint came from an individual who travels at night and that the sensors are not properly working. Eunice Kriebel, Assistant Township Manager and Treasurer, and Joseph Nolan, Township Engineer, clarified the process and that many want the light to go on blinker in the evening which is a change in the pattern in the light. The light is on a timer, not a sensor.

Mr. Nolan recommended that the initial study be completed. Supervisor Quigley does not have an issue with the light. Supervisor Caughlan suggested that a grant be applied for to improve traffic timing of lights. Chairman Bustard suggested looking into grants.

### **ENGINEER'S REPORT**

1. **Act 537 Special Sewer Study** – Mr. Nolan clarified that CKS is still working on the Germantown Pike sewer study. He met with one of residents last week to verify the outcome of the meeting.
2. **Update Zacharias Trail** - The pre-construction meeting is to be held today, with a start date of July 14, 2015. A notification that the work is beginning will be posted on the Township website.
3. **Public Works Salt Building** -The design of the salt building is 100% complete and bids will be awarded at the August 19, 2015 meeting. Supervisor Quigley inquired if there is a site plan or blue print available for the use of the Public Works Department regarding where the shut-off valves are. There is a plan showing these locations.
4. **Stony Creek Farms Update** - Paving on Phase IV will start on July 13, 2015 – this work is to occur over the next three to four weeks.

### **SOLICITOR'S REPORT**

No Report

### **OTHER BUSINESS**

Chairman Bustard addressed the setup of the agenda and the public comment process. Mr. Hill recommended that there be one main public comment period at the beginning of the agenda, and stated that this is a very common practice. This will help the citizens be able to express their issue in a timely manner and not have to stay for the entire meeting.

Supervisor Quigley is in agreement that the meetings are taking longer than they should. Supervisor Caughlan inquired if this will be in accordance with the PMPC. Comments are comments and questions are not permitted, which includes question and answer.

## **PUBLIC COMMENTS**

David Plager, Worcester, complimented the condition of the benches in Heebner Park, and stated that they were recently repaired.

Rick DeLello, Worcester, commented on the 2568 Skippack Pike property process, the public comment procedures, and voting related versus discussion related items. Supervisor Quigley clarified that the Township is not trying to restrict the Township's comments.

Mary Kay Tupper, Worcester, commented on the public comment procedures, the Developer and Builder of Stony Creek Farms, the lawns and trees at Stony Creek Farms, the Penn State Extension Program regarding grants, the planting process at Stony Creek Farms, and path construction process.

## **Adjournment**

There being no further business brought before this Board, Chairman Bustard adjourned the regularly scheduled meeting at 10:11 am.

**Respectfully submitted:**

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**Eunice C. Kriebel, Assistant Secretary**