

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, OCTOBER 21, 2020 – 7:30 PM**

CALL TO ORDER by Chair DeLello at 7:30 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

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

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, announced this evening’s Business Meeting was being video-recorded for rebroadcast.
- Chair DeLello announced an addition to this evening’s agenda – the acceptance of a letter of resignation submitted by a Township Supervisor.

PUBLIC COMMENT

- Jim Mollick, Worcester, commented on the announced Township Supervisor resignation.

OFFICIAL ACTION ITEMS

a) resignation – Chair DeLello commented on a letter of resignation received from Township Supervisor Susan Caughlan, and noted the resignation was effective October 21, 2020.

Bob Brant, Township Solicitor, commented on the vacancy, in specific the process whereby a replacement is appointed.

Supervisor Quigley made a motion to accept the letter of resignation submitted by Township Supervisor Susan Caughlan, effective October 21, 2020. The motion was seconded by Chair DeLello.

Dr. Mollick commented on a former Township Solicitor, former Township Supervisor Susan Caughlan, qualities of persons to be considered for appointment to the Board of Supervisors, and an endorsement received by former Township Supervisor Susan Caughlan.

By unanimous vote the Board adopted the motion to approve.

- b) 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 Quigley made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for September 2020, (b) bill payment for September 2020 in the amount of \$440,397.53; (c) the September 16, 2020 Work Session Meeting minutes; and, (d) the September 16, 2020 Business Meeting minutes. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Public Hearing – The Members conducted a Public Hearing to consider Conditional Use Application 2020-02, Coughlin, that seeks to construct a driveway in a Riparian Corridor Conservation District Zone One and Riparian Corridor Conservation District Zone Two at 1631 Kriebel Mill Road.

The Public Hearing was opened at 7:43pm. A transcript of the proceedings was prepared by a court reporter.

The Public Hearing was closed at 8:56pm.

- d) motion – Supervisor Quigley made a motion to approve Conditional Use Application 2020-02, Coughlin, to allow construction of a driveway in a Riparian Corridor Conservation District Zone One and Riparian Corridor Conservation District Zone Two at 1631 Kriebel Mill Road. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

The meeting was recessed at 7:58pm.

The meeting was reconvened at 8:00pm.

- e) Resolution 2020-17 – Tim Woodrow, Engineer for the Applicant, provided an overview of the waivers requested for preliminary plan approval for the construction a memory care facility at Meadowood, Skippack Pike.

Joe Nolan, Township Engineer, commented on the amended waiver list, and noted he is not opposed to the relief sought. Mr. Brant confirmed the resolution presented to the Members reflects the relief now sought.

Supervisor Quigley made a motion to approve Resolution 2020-17, granting Preliminary Plan Approval for Meadowood, LD 2020-03, to construct a memory care facility at Meadowood, Skippack Pike. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) waiver – Mr. Nolan provided an overview of a waiver request to permit an on-lot septic system to be installed in a setback at 2016 Wentz Church Road. Mr. Nolan commented on the property dimensions and on the required setbacks from on-site and off-site wells, and noted he is not opposed to the relief sought.

Chair DeLello commented on a potential ordinance revision to allow similar requests to be addressed at the administrative level.

Supervisor Quigley commented on the extension of public sewer service so to serve properties at which the installation of on-lot septic systems is problematic.

Supervisor Quigley made a motion to grant a waiver to permit installation of an on-lot septic system in a setback at 2016 Wentz Church Road. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Resolution 2020-18 – Stacy Crandell, Assistant Township Manager, provided an overview of a proposed grant application to the PECO Green Region Open Space Program. Ms. Crandell noted the application seeks funding for landscape and amenity improvements to Defford Road Park.

Chair DeLello noted the application sought \$6,700 in funding, or 50% of the total project cost.

Supervisor Quigley made a motion to approve Resolution 2020-18, authorizing the submission of a grant application to the PECO Green Region Open Space Program. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) 2021 Budget – Mr. Ryan provided an update on the 2021 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 does not propose the hire of additional employees.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes stable Earned Income Tax receipts. Mr. Ryan noted the budget assumes a modest increase to Real Estate Transfer Taxes and to building permit receipts, due to increased construction activities at the Whitehall Estates and Reserve at Center Square developments.

Mr. Ryan noted the budget assumes no increase to health care expenses, 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 continues to provide a monthly 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 1994 loader, a 2008 mower, and a 2009 dump truck.

Mr. Ryan noted the Capital Fund also provides for a storm sewer system extension in the Adair neighborhood, 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 likewise 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 1% increase to sewer service fees, which equates to an approximate \$0.44 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and on the 2021 estimated Liquid Fuels allocation, which is estimated to decrease by 9%, due to decreased fuel sales attributable to the pandemic.

Mr. Ryan noted he would provide an update on the proposed 2021 Budget at the November 18 Business Meeting, at which time the Members will be considering authorizing the proposed budget be made available for a 20-day public inspection hearing, before being considered for adoption at the December 16 Business Meeting.

- i) motion – Mr. Ryan provided an overview of a stormwater easement agreement at 2140 Berks Road. Mr. Ryan noted the easement encompasses a stormwater culvert that is owned and maintained by the Township.

Supervisor Quigley made a motion to approve a stormwater easement agreement at 2140 Berks Road. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- j) bid award – Mr. Ryan provided an overview of bids received for the purchase of 2008 997 John Deere mower.

Supervisor Quigley made a motion to award a bid for the sale of a 2008 997 John Deere mover to Rich Halterman, Souderton, PA, the highest responsive bidder, in the amount of \$3,850.00. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) bid award – Mr. Ryan provided an overview of bids received for the purchase of miscellaneous accessory computer items.

Supervisor Quigley made a motion to award a bid for the sale of miscellaneous accessory computer items to Mike Nice, Bethlehem, PA, the highest responsive bidder, in the amount of \$5.00. The motion was seconded by Chair DeLello.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

OTHER BUSINESS

- No other business was discussed at this evening's Business Meeting.

PUBLIC COMMENT

- Christine Steere, Worcester, commented on the resignation of Township Supervisor Susan Caughlan, and on the process to appoint a person to serve in this position.

ADJOURNMENT

There being no further business brought before the Board, Chair DeLello adjourned the Business Meeting at 8:29 PM.

Respectfully Submitted:

Tommy Ryan
Township Manager