


West Caln Township Board of Supervisors	<b>Minutes</b> <b>Wednesday, October 11, 2017</b> <b>Public Meeting</b>	
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A regular monthly meeting of the West Caln Township Board of Supervisors was held on Wednesday, October 11, 2017 at 7:00 P.M. in the Township Municipal Building.

Present were:

Chairman Pfitzenmeyer	Solicitor Venzie	Road Foreman Touchton
Supervisor Martz	Treasurer Barsz	3 Other Township Employees
Supervisor Martin	Chief Martinez	13 Township Residents
Manager Siedenbuehl	Assistant Manager Castor	

Supervisor Pfitzenmeyer opened the meeting at 7:08 PM and led in the salute to the flag.

**1. CITIZEN’S COMMENTS**

- a. Brian Horblinski, of 143 Martins Corner Road, presented his request for a 8’x8’ pre-built shed on his property. His property is zoned AP, and therefore cannot have an accessory structure as a use-by-right. The Board of Supervisors just discussed this issue as related to another property zoned AP and had determined that they will allow the shed and will find a legal path to do so. After a brief discussion with Solicitor Venzie, the Board indicated to Mr. Horblinski that the same will apply to his situation. He was given permission to proceed with his Zoning Permit for a shed on his property.
- b. Jessica Rigo presented the Board of Supervisors with a check for \$500.00 from the Chester County Marathon. She thanked them for their support and requested to arrange with Parks & Recreation to hold the same event next year on June 3, 2018. Chairman Pfitzenmeyer indicated that Ms. Rigo can coordinate with the Parks & Recreation Commission on plans for 2018.

**2. APPROVAL OF THE MINUTES**

The Board of Supervisors approves the minutes for the September 13, 2017 and September 27, 2017 Board of Supervisors meetings.

Motion: Supervisor Martz    Second: Supervisor Martin    Vote: 3-0-0


**3. MANAGER’S REPORT**

The Board of Supervisors accepts the Township Manager’s Report as presented.

**4. TREASURER’S REPORT**

The Board of Supervisors approves the Treasurer’s Report as presented.

- a. Reconciled township wide bank balance as of September 30, 2017: \$1,330,180.03

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5. SOLICITOR’S REPORT

No Report

6. POLICE REPORT

The Board of Supervisors accepts the Police Report as presented.

- a. Chief Martinez read out Ashley Bosch’s letter of resignation. Chairman Pfitzenmeyer made a motion that the Board of Supervisors write Office Bosch a letter of commendation and thanks for her service to the Township.

Motion: Chairman Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

- b. Chief Martinez read out a letter from Patriotic Order Sons of America requesting the placement of one of their collection receptacles for used American flags so they may be properly retired. Earl Fryberger, a representative from the organization was present and provided more information and answered questions from the Board of Supervisors. Chairman Pfitzenmeyer moved that West Caln Township allow the placement of this box in the Township Building.


Motion: Chairman Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0

- c. Chief Martinez announced that Pete Mango is collecting donations to send to his son’s paratrooper unit currently serving overseas. Chief Martinez requested that the Township serve as a collection spot for these donations. Supervisor Martz made a motion to approve this.

Motion: Supervisor Martz Second: Supervisor Martin Vote: 3-0-0

- d. Chief Martinez indicated that he has received calls expressing concern for the safety of walkers/runners along Wagontown road due to the overgrowth of trees and brush along the road. He is requesting signage warning of pedestrians and pedestrian crossings. Chairman Pfitzenmeyer instructed Chief Martinez to connect with Road Foreman Touchton to discuss and arrange signage.

- e. Chief Martinez issued a warning to the Township to be aware that wild or feral animals carry the risk of rabies and to proceed with caution when dealing with them. Chief Martinez and a township resident were recently in contact with a feral cat that tested positive for rabies. Both the Chief and the resident are undergoing preventative rabies treatment at this time.

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7. ROAD DEPARTMENT REPORT

The Board of Supervisors accepts the Road Dept. Report as presented.  
Supervisor Martz had a question regarding the mower. Road Foreman Touchton was able to provide clarification.

8. FIRE MARSHAL REPORT

No Report

9. WAGONTOWN FIRE COMPANY

The Board of Supervisors accepts the Wagontown Fire Company Report as presented.

Total Calls: 32                  West Caln Township Calls: 16

- a. Upcoming Events: Turkey Raffle, Christmas Tree Sale, Cookie Sale
- b. The tanker truck has been ordered
- c. October is Fire Prevention Month and the Fire Company is busy presenting at local programs

10. WESTWOOD FIRE COMPANY – EMS SERVICE

The Board of Supervisors accepts the Westwood Fire Company–EMS Service Report as presented.

Total Calls: 120                  West Caln Township Calls: 50

- a. Westwood Ambulance is also participating in local Fire Prevention Month programs

11. PARKS & RECREATION COMMISSION REPORT

No Report

- a. The Parks & Recreation Commission thanks Jessica Rigo and the Chester County Marathon for their donation to the Park.
- b. Chairman Pfitzenmeyer has a question about the use of a Layton Park Pavilion for the upcoming real estate auction on October 26. Chip Patton responded that they planned to use the pavilion in the event of rain.


12. HISTORICAL COMMISSION REPORT

The Board of Supervisors accepts the Parks & Recreation Report as presented.

13. OLD BUSINESS

None

14. NEW BUSINESS

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- a. The Board of Supervisors approves the Property Tax Collection Agreement- Amendment#1 which will increase the rate for property tax invoices in 2018 from \$1.65 to \$1.75.  
Motion: Chairman Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0
- b. The Board of Supervisors approves the Township Manager’s and Assistant Township Manager’s participation in the PSATS Administration Course - 10/16/17 – in Exton.  
Motion: Chairman Pfitzenmeyer Second: Supervisor Martin Vote: 3-0-0
- c. The Board of Supervisors approves the Township Manager’s participation in the PSATS Public Works Course - 10/23/17 – in Exton.  
Motion: Chairman Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0
- d. The Board of Supervisors approves the attendance of four Township representatives to attend the 2017 CCATO Conference on November 9, 2017 in Chadds Ford.  
Motion: Chairman Pfitzenmeyer Second: Supervisor Martz Vote: 3-0-0
- e. The Board of Supervisors approves the renewal for December 1, 2017 – November 30, 2018 of insurance benefits as presented.  
Motion: Supervisor Martin Second: Chairman Pfitzenmeyer Vote: 3-0-0
- f. Motion to approve the Resolution for Plan Revision for New Land Development which is required as part of the submission for Sewage Facilities Planning Module approval by the Applicant to the DEP.  
Motion: Supervisor Martz Second: Chairman Pfitzenmeyer Vote: 3-0-0
- g. Motion to approve the final subdivision plan for Keystone Valley Fire Company dated February 1, 2017, last revised September 27, 2017, subject to the following conditions:
  - Completion of all unresolved open items outlined in the Township Engineer’s review letter dated October 5, 2017. All items shall be resolved to the satisfaction of the Township Engineer.
  - The Applicant shall pay all consultant fees incurred by the Township in connection with the Final Plan which remain unpaid.
  - The Final Plan shall not be released for recording until the Applicant complies with the foregoing conditions of approval.

Motion to approve waivers from Section 505.b, Section 511, Section 516 and Section 525 of the SALDO shall be granted provided that all comments in the Township Engineer’s review letter dated October 5, 2017 be resolved, including those items specifically outlined in the concluding paragraph of said letter.

Motions tabled until the October 25, 2017 Board of Supervisors meeting.

- h. Motion to approve the final, minor subdivision plan for the County of Chester dated September 8, 2017 for a lot line adjustment, subject to completion of any unresolved items outlined in the Township Engineer’s review letter dated October 5, 2017.

As recommended by the Township Engineer, a motion to grant a waiver from Section 525 (installation of street trees) and a waiver from the requirements to submit the following:

- A final erosion and sediment control plan
- A final stormwater management plan
- A final landscape plan

Motion: Supervisor Martz                      Second: Supervisor Martin      Vote: 3-0-0


- i. Supervisor Martz mentioned an article he recently read in a PSATS publication regarding tax relief for volunteer fire fighters in PA. A general discussion followed, with John Sly offering quite of bit of information. The tax relief is for a portion of the township property tax only. Solicitor Venzie noted that many townships have indicated thoughts to participate but the complications to administrate the program are significant.

- j. Supervisor Martin reported on the status of aging trees on various Township properties. Will’s Property Service has provided an estimate of \$2490.00 to complete all the removal, trimming, etc. that needs to be done. A motion was made to accept the proposal.

Motion: Supervisor Martin                      Second: Supervisor Martz      Vote: 3-0-0

**15. INFORMATIONAL ITEMS**

None

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16. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 8:02 PM

Motion: Supervisor Martz                      Second: Supervisor Martin      Vote: 3-0-0

Respectfully Submitted,

Jill Castor  
Assistant Secretary

*Approved: 11/8/2017*