

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING
WORCESTER TOWNSHIP COMMUNITY HALL
FAIRVIEW VILLAGE, WORCESTER, PA
WEDNESDAY, OCTOBER 18, 2017 – 7:30 PM**

CALL TO ORDER by Chair Caughlan at 7:38 PM

PLEDGE OF ALLEGIANCE

ATTENDANCE

PRESENT: SUSAN G. CAUGHLAN [X]
ARTHUR C. BUSTARD [X]

INFORMATIONAL ITEMS

- Tommy Ryan, Township Manager, noted he will maintain the five-minute clock for public comment.
- Chair Caughlan noted an addition to the action items to be considered at this evening's Business Meeting, permitted equestrian activities at Township properties.

PUBLIC COMMENT

- Susan Smith, Worcester, commented on an application before the Zoning Hearing Board.

OFFICIAL ACTION ITEMS

- a) Consent Agenda – Chair Caughlan 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 Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for September 2017, (b) bill payment for September 2017 in the amount of \$305,398.89; (c) the September 20, 2017 Work Session minutes; and, (d) the September 20, 2017 Business Meeting minutes. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) waiver – Mr. Ryan provided an overview of a request by PECO to waive land development for the installation of a utility building at a property on Shearer Road.

Supervisor Bustard made a motion to approve a request by PECO to waive land development for the installation of a utility building at a property on Shearer Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) waiver – Mr. Ryan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in a setback at 2215 South Valley Forge Road.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in a setback at 2215 South Valley Forge Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Ryan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in a setback at 3034 Stump Hall Road.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in a setback at 3034 Stump Hall Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) Resolution 2017-18 – Tim Woodrow, Engineer for the Applicant, provided an overview of a revised Preliminary/Final plan of land development to expand the Fairview Village Church of the Nazarene on Germantown Pike.

Joe Nolan, Township Engineer, noted the revised plan does not affect the stormwater management system included on the plan approved in 2016.

Supervisor Bustard made a motion to approve Resolution 2017-18, to grant approval to a revised Preliminary/Final plan of land development for the Fairview Village Church of the Nazarene. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) Resolution 2017-19 – Mr. Woodrow, Engineer for the Applicant, provided an overview of a Preliminary/Final plan of subdivision for Rhoads 2, a two-lot subdivision at Berks Road.

Mr. Woodrow stated the Applicant will prepare and record an access and maintenance easement agreement for the shared driveway.

Supervisor Bustard made a motion to approve Resolution 2017-19, to grant approval to a Preliminary/Final plan of subdivision for Rhoads 2, a two-lot subdivision at Berks Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Resolution 2017-20 – Mr. Woodrow, Engineer for the Applicant, provided an overview of a Preliminary/Final plan of subdivision for Rhoads 3, a two-lot subdivision at Berks Road.

Mr. Woodrow stated the Applicant will prepare and record an access and maintenance easement agreement for the shared driveway.

Supervisor Bustard made a motion to approve Resolution 2017-20, to grant approval to a Preliminary/Final plan of subdivision for Rhoads 3, a two-lot subdivision at Berks Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) bid award – Mr. Ryan provided an overview of a bid let for an improvement project to one of the buildings at the Valley Green Wastewater Treatment Plant. Mr. Ryan stated the lowest responsive and responsible bidder was Premier Roofing, with a bid of \$19,850.00.

Supervisor Bustard made a motion to award a bid to improve one of the buildings at the Valley Green Wastewater Treatment Plant to Premier Roofing, in the amount of \$19,850.00. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) 2018 Budget – Mr. Ryan provided an overview of the proposed General Fund, Capital Fund, Equipment Fund and Liquid Fuels Fund for 2018.

Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes, and he noted the budget does not include additional full-time employees.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a conservative 98% of the Earned Income Tax receipts projected to be received in 2017. Mr. Ryan noted the budget assumes an approximate 17% decrease in building permit fees, as construction at active subdivisions is expected to conclude in 2017.

Mr. Ryan noted the budget provides a 5% increase in operating and capital contributions to the Worcester Volunteer Fire Department, and funds the purchase of permitting and asset management software.

Mr. Ryan commented on proposed capital improvements, including a new trail and pedestrian bridge at Defford Road Park, improvements to traffic signals at Valley Forge Road and Germantown Pike, and the replacement of existing, and the purchase of new, Public Works equipment. Mr. Ryan noted the budget provides \$825,000 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 1% increase to sewer service fees, which equates to an approximate \$0.45 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and the 2018 estimated Liquid Fuels allocation.

Chair Caughlan commented on miscellaneous park receipts. Mr. Ryan noted that received in 2017 includes Worcester Community day contributions.

Chair Caughlan commented on miscellaneous receipts in the Capital Fund. Mr. Ryan noted that received in 2017 includes the proceeds from the sale of used Public Works equipment.

Chair Caughlan commented on commercial sewer fees received year to date.

Chair Caughlan commented on park program receipts and expenditures. Mr. Ryan noted the payment arrangement instituted by the Parks and Recreation Manager in 2017.

Chair Caughlan commented on the timing of the inter-fund transfer from the General Fund to the Capital Fund.

Chair Caughlan commented on the inclusion of an administrative charge in the Sewer Fund.

Mr. Ryan noted the proposed 2018 Budget will be presented at the November 15 Business Meeting, at which time the Board of Supervisors will consider authorizing the budget for public inspection.

- j) equestrian activities – Mr. Bustard motioned to permit equestrian activities along the Zacharias Trail, north of Hollow Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

OTHER BUSINESS

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

ADJOURNMENT

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:22 PM.

Respectfully Submitted:

Tommy Ryan
Township Manager