

**MINUTES OF THE  
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS  
MEETING HELD JULY 9, 2018  
(Approved August 13, 2018)**

The Board of Supervisors held its regular monthly meeting on Monday, July 9, 2018. The following Supervisors were present for the meeting: Chairman W. Atlee Rinehart, Anthony Duffy, Ray Kolb, Michael Albert Moyer, and Karen Nocella. Also present were Bernard A. Rodgers, Township Manager, Mark A. Hosterman and Brady L. Flaharty, Township Engineer.

Chairman, W. Atlee Rinehart called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited.

Mr. Hosterman advised that, preceding this meeting, the Board of Supervisors held an Executive Session at 6:00 p.m. to discuss a personnel matter.

**1. ORDINANCES**

There were no Ordinances to come before the Board.

**2. MINUTES**

June 11, 2018, Meeting Minutes

Mr. Rinehart asked for a motion to approve the minutes of the June 11, 2018 meeting. Karen Nocella made a motion to approve the minutes as written; Anthony Duffy seconded the motion. Mr. Rinehart called for a vote and the motion carried 5-0-0.

**3. PUBLIC COMMENTS**

**There were not any public comments at this time.**

**4. REPORTS**

**Township Manager's Reports**

**Consideration of Approval of the Professional Services Agreements for the Trailhead for the Schuylkill River Trail at Fricks Lock Village.**

Mr. Rodgers reviewed two (2) professional services agreements for work related to the DCNR Grant project creating a Trailhead at Fricks Lock for the Schuylkill River Trail. One from ARRO Consulting, Inc. in the amount of \$68,100, dated June 8, 2018 and the second from Frens and Frens, LLC in the amount of \$56,000.00, dated July 9, 2018. The combined total of the two agreements is \$124,000.00 is \$48,86.37 above the estimated amount in the grant which is \$75,223.63. The Township can use funds from the Open Space Fund and request the Chester County to use the difference (\$23,800.00) between its' set-aside for this project of \$400,000.00 and its grant match of \$367,000.00 to help offset the cost. Mr. Rodgers recommended that the Board approve the Professional Services Agreement from ARRO Consulting, Inc. and Frens and Frens, LLC. For work associated with the Fricks Lock Trailhead development.

Mr. Moyer made a motion to approve the request as presented. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote on the motion and the motion carried 5-0.

Consideration of Application for Special Fire Police Services for:

Chester County Fire Police Association Balloon Festival of Friday June 22, 23 and 24, 2018

NORCO Fire Company Fair – July 2 -7, 2018

Mr. Moyer made a motion to approve the requests as presented. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote on the motion and the motion carried 5-0.

Appointing New Administrative Assistant (to the Township Manager)

Mr. Rodgers recommended that the Board approve **hiring Susan Kutsch as the new Administrative Assistant (to the Township Manager) at a starting annual salary of \$59,835.39.** Mr. Kolb moved to appoint Ms. Susan Kutsch as the new Administrative Assistant (to the Township Manager) as recommended by Mr. Rodgers. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote and the motion carried 5-0.

Rejection of Quotes for Repairs to Former Schoolhouse at 850 Schoolhouse Road

Mr. Rodgers **recommended that the Board reject the quotes received from 18<sup>th</sup> Century Restorations, Inc. in the amount of \$21,500.00 and from CRJ Construction in the amount of \$28,820.00 plus \$2,360.00** as an alternate for the chimney demolition because the amounts exceed the threshold over which formal bids must be received. The quotes were received to make repairs to the former schoolhouse at 850 Schoolhouse Road.

Mr. Moyer motioned to reject the quotes as recommended by Mr. Rodgers. Mr. Kolb seconded the motion. Mr. Rinehart called for a vote on the motion and the motion carried 5-0.

Approval of Contract With Thompson Networks For Replacement of Telephone Equipment

Mr. Rodgers recommended approval of a contract with Thompson Networks in the amount of \$7,980.00 for the replacement of telephone equipment within the Township Building as specified in the contract #180614-2712. Mr. Kolb motioned to approve the contract with Thompson Networks. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote on the motion and the motion carried 5-0.

Consideration of Township Engineer's Report

Township Engineer, Brady Flaharty, P.E., reviewed the Engineer's Report included in the agenda packet.

Ray Kolb motioned to approve the Township Engineer's Report. Karen Nocella seconded the motion. Mr. Rinehart called for a vote on the motion and the motion carried 5-0.

Consideration of approving reports from various departments and committees

Mr. Rinehart called for a motion to approve the various department and committee reports. Mr. Duffy made a motion to approve all department and committee reports. Mr. Moyer seconded the motion. Mr. Rinehart called for a vote and the motion carried with 5-0 vote.

**5. SUBDIVISION AND LAND DEVELOPMENT**

Mr. Rodgers noted that there were not any subdivision reviews necessary at this time

**6. ZONING HEARING BOARD APPLICATIONS**

There were no applications to come before the Board.

**7. OTHER BUSINESS**

Consideration of Request to Refund Towpath Park Pavilion Rental Fee.

The Board discussed a request dated June 28, 2018 from Sandra H. Norton for a refund of the \$100.00 she paid to reserve the pavilion on Saturday, June 23, 2018. She had called the Township on Friday, June 22, 2018 to cancel the reservation due to forecasted thunderstorms. After some discussion Mr. Rinehart made a motion to refund the \$100.00 fee. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote and the motion carried with a 5-0 vote.

**8. Consideration of Resolution No. 2018-11, A Resolution Authorizing the Chairman of the Board of Supervisors To Sign the Retroactive Bridge Project Reimbursement Grant Agreement With the Pennsylvania Department of Transportation For The Kulp Road Bridge Over The Pigeon Creek Replacement.**

Mr. Rodgers read Resolution NO. 2018-11 and explained that it was required by PennDOT as part of the reimbursement agreement process for the Township to apply for and receive grant funds reimbursing the Township for the construction of the Kulp Road Bridge that was completed last year. The amount of the reimbursement is approximately \$645,000. Mr. Kolb a made a motion to approve Resolution No 2018-11 as presented. Mr. Moyer seconded the motion. Mr. Rinehart called for a vote and the motion carried with a 5-0 vote.

Consideration of Resolution NO. 2018-12, A Resolution of East Coventry Township, Chester County, Authorizing The Submission Of A Multimodal Transportation Fund Grant Application For Peterman Road Improvements.

Mr. Rodgers reviewed the proposed improvements associated with the grant application which projected a total cost of \$2,268,133.50 and noted that the adoption of the Resolution was required in order to submit the grant. He also stated that the Township would likely not learn until sometime next year whether or not the grant would be approved.

Mr. Duffy made a motion to approve Resolution No. 2018-12 as presented. Mrs. Nocella seconded the motion. Mr. Rinehart called for a vote and the motion carried with a 5-0 vote.

**9. EXONERATIONS**

Mr. Moyer made a motion to approve the list of Exonerations submitted by Missy King, Tax Collector dated July 1, 2018. Mr. Duffy seconded the motion. Mr. Rinehart called for a vote and the motion carried with a 5-0 vote.

**10. PAYMENT OF BILLS**

Mr. Duffy made a motion to approve the payment of bills as presented. Mr. Moyer seconded the motion. Mr. Rinehart called for a vote and the motion carried with a 5-0 vote.

Fund Name	Amount to Pay
General Fund	188,666.37
Open Space	787.76
Sewer Operating Fund	9,436.78
Sewer Capital Fund	-
Traffic Impact Fee Fund	2,218.80
Capital Reserve	9,347.50
Highway State Aid Fund	9,981.04
TD Escrow	-
<b>Totals</b>	<b>\$ <u>220,438.25</u></b>

**11. INFORMATION AND ADDITIONAL ITEMS TO BE BROUGHT BEFORE THE BOARD**

Mr. Rodgers explained that during the Executive Session this evening he had discussed his impending retirement with the Board and presented a proposal from Mr. David Woglom, Associate Director of the Lafayette Meyner Center to assist in helping the Board search for a new Township Manager. The proposal is dated July 3, 2018 and provides Mr. Woglom's services at \$85.00 an hour with a not to exceed amount of \$6,000.00.

Mr. Moyer made a motion to approve the Agreement with the Lafayette College Meyer Center dated July 3, 2018. The motion was seconded by Mr. Kolb. Mr. Rinehart called for a vote and the motion carried 5-0.

**12. ADJOURNMENT**

There was no other business to come before the Board. Mr. Rinehart moved to adjourn the monthly meeting at 8:35 p.m. and Michael Moyer seconded the motion. Mr. Rinehart called for the vote and the motion carried 5-0.

Respectfully submitted,

Bernard A Rodgers  
Township Manager/Secretary