

**MINUTES OF THE
EAST COVENTRY TOWNSHIP
BOARD OF SUPERVISORS
MEETING HELD MAY 10, 2021**

(Approved June 14, 2021)

The Board of Supervisors held its regular monthly meeting on Monday, May 10, 2021. The following Supervisors were in attendance for the meeting: Ray Kolb, W. Atlee Rinehart, Anthony Duffy, Michael Albert Moyer, and Karen Nocella. Also, in attendance were David G. Kraynik, Township Manager, Mark Hosterman, Township Solicitor and Brady Flaharty, Township Engineer.

Mr. Ray Kolb called the meeting to order at 7:00 p.m. The pledge of allegiance was recited.

Mr. Hosterman stated an executive session was held at 6 pm to discuss three personnel matters and several information only matters. No decisions were made.

1. ORDINANCES

No Ordinances were brought before the board.

2. SOLICITOR'S REPORT

No report was brought before the board.

3. MINUTES

Ms. Nocella made a motion to accept the April 12, 2021 meeting minutes. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

4. PUBLIC COMMENT

No public comment.

5. REPORTS

Township Manager's Reports

Consideration of Approving General Contractor Change Order #2, Interior Structural Framing and Decking for \$6,700 for Building 19, Fricks Lock.

Mr. Kraynik stated the bids received were very high and they reduced a lot of work in the revised scope, most of it was interior work. In doing the project that is now under way the architect has come back and said that there is a change order that is necessary, it is an interior structural frame and decking for \$6,700 for Building 19. This was eliminated initially. From a structural standpoint they feel that this is a necessity and Mr. Kolb and Mr. Kraynik met with the architect (Frens and Frens), and reviewed the scope and recommend the change order for \$6,700. Ms. Brown stated, this was the first she heard about this and wants more detail around the scope of work. Mr. Kraynik read the report from the architect stating that by installing the floor joist in that location it adds a good bit of lateral stability to the rear wing and provides interior access in the building for the township in the future. Mr. Duffy made the motion. Mr. Reinhart seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Approving Purchase and Installation of Security Card Door Readers for the Police and Administration from CM3 for \$7,013.31.

This request is part of ongoing upgrades to the building and security upgrades. We will be adding a security door, we will be fobbing several doors to provide access to certain parts of the building and this is the company that has proprietary software for the security program now for the building. Mr. Moyer made a motion. Mr. Reinhart seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Approving a Job Offer to a Part-Time Police Officer Candidate, as Recommended by Police Chief Mossman.

Mr. Kraynik asked the Board to approve the part-time Police Officer position for Tyler J. Smith, contingent on completing a physical and psychological exam. Someone from the audience asked if this position replaced a current officer. Mr. Kraynik replied no, there was an appointment made about two months ago to bring on a part-time officer contingent on successfully completing the exams and that person did not pass. Mr. Moyer made a motion. Mr. Duffy seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Approving a \$7,305.16 Grant Contract with Chester County Conservation District to Implement Recommendations at the Maack Property, 440 Kulp Road.

Mr. Kraynik stated improvements have been identified before they go back out to get a new lease. This grant will cover that work. The only thing to decide is which work will be done in-house and contracted out. This has been prepared by the county, these people did the conservation plan and know exactly what needs to be done. Most of the work can be completed by our public works personnel. No monies will be taken from the Open Space Fund, this is a Grant from the County to us. There is no match. Ms. Nocella made a motion. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Appointing Underwriter and Bond Counsel for Refinancing of Series of 2015 Bonds.

In 2015 the township issued some bonds for sewer improvements in the township. With the interest rates being as low as they are the current underwriter identified we can save >\$500K by refunding (refinancing) the Series of 2015 Bonds over the next 15-18 years by just doing the refunding. In addition to that, with the low interest rates, the township consider borrowing some money if we have any capital projects because if we were to borrow a year from now, we would have to pay \$80 some thousand dollars in closing costs. The closing costs would be taken care of here with the refunding and we wouldn't have to pay closing costs twice if at some point down the road the board chooses to borrow some money. The underwriter that Mr. Kraynik is recommending is the same underwriter that has worked with the township the gentlemen's name is Michael Wolf from Boenning & Scattergood. Mr. Moyer made a motion. Mr. Duffy seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0. Next order of business is to select Bond Counsel from the three proposals that were submitted to Mr. Kraynik. The firms that submitted proposals were from McNees, Wallace, Nurick, LLC (\$17,500), Dilworth Paxson, LLP (\$18,000), and Lamb McErlane, PC (\$19,000). All three are very experienced Bond Counsels. The proposal submitted by McNees, Wallace, Nurick was the most thorough. This firm comes highly recommended by other Chester County townships. Mr. Kraynik recommends the board select the firm McNees, Wallace, Nurick, LLC. McNees, Wallace, Nurick was selected as the Bond Counsel. Mr. Moyer made a motion. Ms. Nocella seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Mr. Kraynik stated, "The bond counsel, the underwriter, and the township staff will work together over the next 30 days and you will be given a resolution and a bond purchase agreement at the June 14 meeting for the board to approve." What the board needs to decide is whether you want to borrow any new monies to take advantage of the interest rates and if you have certain capital projects in mind. There are two capital projects that the board should consider. When we got the grant for the Peterman Road & 724 intersection improvements. We got a grant that had a match of about \$800K. When the township applied for that Grant (2018), there was no decision made as to how the township would fund that \$800K. If we don't borrow any money, that \$800K is going to come out of the Capital Fund. It will deplete the Capital Fund significantly (leave about \$300K left). We'll have to build that Capital Fund up if we use that \$800K. Mr. Kraynik is suggesting the board consider \$900K for the Peterman Road Project. The Parker Ford Sewer Project – the 537 Plan is almost done. Waiting to have a public meeting for a year due to the restrictions which are being lifted on May 31, 2021. Mr. Kraynik has been in touch with Mr. Flaharty and another colleague from ARRO. A letter is going to be distributed to the residents letting them know now that a public meeting is going to be held the third week in June. The Ridge Fire Company is being considered for this public meeting. We anticipate 150-200 people attending. After

we have the public meeting, then the engineers will finalize the study, they will bring it to the board and the board can adopt that study. From that study we've identified about \$15M worth of sewer work that could be done in a perfect world if we had the money. What staff would ask you to consider would be the engineer and design of the pump station, which is coming in at roughly \$500K. When you borrow Bond monies, you have to spend that money within three years of the issue or you will run afoul of federal bond arbitrage rules. Whatever projects we fund, we have to spend the money within three years.

Mr. Kraynik wants the board to consider if any additional money needs to be requested. The board asked if the money from The American Rescue Plan (700M) can be used to offset the amount of money being borrowed. Mr. Moyer asked, "What is the specific amount of money that needs to be kept in the Capital Fund to maintain current bond rate of AA?" Mr. Kolb made a motion that the Board consider borrowing \$1.4M to cover the cost of the Peterman Project (\$900K) and the Sewer Project (\$500K) to keep from depleting the Capital Fund or touching the American Rescue Plan monies. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 4-1-0. Mr. Duffy opposed.

Consideration of Approving Lease Agreements for a New Mail Machine and Folder/Inserter Machine. The current lease agreement is coming to the end of its term. FP Mailing Solutions & KBS Equipment are the new recommended vendors. Missy King, Tax Collector asked if we would return the current machines, Mr. Kraynik stated we would. Ms. Nocella made a motion to approve the two contracts. Mr. Kolb seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Application for Special Fire Police Services:

1. Pottstown Veterans Council/East Coventry Township, Revolutionary Cemetery Memorial Service, Sunday, May 30, 2021 at 2:00 pm.
 - a. Liz Willow asked if chairs would be provided for the service. Mr. Kolb stated 20 folding chairs would be provided by the Ridge Fire Company. The Fire Company would provide setup and breakdown of the chairs. Mr. Duffy made the motion. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Township Engineer Report.

Mr. Flaharty stated Engineer Report Number 18, is the last item of the Engineer's report. First draft for review should come out in October of this year. Mr. Reinhart made a motion. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Consideration of Approving Reports from Various Departments and Committees.

Zieber Road Bridge Project. Mr. Kolb stated a request had been submitted to have the Zieber Road Bridge renamed in Ms. Rosemarie Miller's honor. Ms. Nocella asked, Ms. Gail Brown, to please let her know how she would like the verbiage for the plaque. Ms. Nocella will ask Jocelyn to create the plaque so it matches the other signage within the township. Ms. Brown stated she would let Ms. Nocella know. Mr. Duffy made the motion. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

Dress Down for June, July, August and September. Mr. Kolb motioned for dress down for the months of June, July, August, and September. Mr. Moyer seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

6. SUBDIVISIONS AND LAND DEVELOPMENT

No Subdivisions and Land Development brought before the Board.

7. ZONING HEARING BOARD APPLICATIONS

Application No. 280 – 932 Sanatoga Road – Owen J. Roberts School District

For Informational Purposes. The Date and Time of the Zoning Hearing Board meeting was

April 14, 2021 at 6:30 pm. Application for Special Exception of the Zoning Ordinance for Conversion of a Portion of the Former Elementary School into a District-Wide Services Center to be Used for Storage, a Trades Shop and Offices for Maintenance Personnel, with the Former Library to be Used as a Training Center and Location for Public Meetings. **GRANTED 4/14/2021**

8. OTHER BUSINESS

There was no other business brought before the board.

9. EXONERATIONS

There were no exonerations brought before the board.

10. PAYMENT OF BILLS

Ms. Nocella made a motion to approve the payment of bills.

Fund Name	Amount to Pay
General Fund	232,232.03
Benefit Escrow	
Open Space	14,362.31
Sewer Operating Fund	12,774.47
Sewer Capital Fund	
Traffic Impact Fee Fund	15,159.67
Capital Reserve	4,923.04
Highway State Aid Fund	34,555.93
	<hr/>
	\$314,007.45

Mr. Duffy seconded the motion. Mr. Kolb called for a vote and the motion carried 5-0-0.

11. ADJOURNMENT

Mr. Rinehart made a motion to adjourn the monthly meeting at 7:56 pm. Mr. Duffy seconded the motion. Mr. Kolb called for the vote and the motion carried 5-0-0.

Respectfully submitted,

David G. Kraynik
Township Manager