

**EAST COVENTRY TOWNSHIP
HISTORICAL COMMISSION
October 14, 2009
SCHEDULED MEETING MINUTES**

(Pledge of Allegiance)

Attendance: Gail Brown (Chairman), Lynn Coine (Member), Ann Keen (Member), Jim Michael (Vice Chairman-Absent), Rich Marchetti – arrived too late to vote on Minutes (Member), Rugene Caldwell (Member), Larry Tietjen (Member), Phyl Snyder (Secretary)

Meeting called to order at 7:00 PM.

Minutes of September 9, 2009 were reviewed. A. Keen made the motion to accept the minutes as amended.

P.Snyder seconded the motion. The motion was approved 6-0-0.

Public Comment

Mike Osiol (92 Savage Road) was a visitor.

Action Items

Mr. Osiol was invited to the table.

Zoning Ordinance Part 12- Partial Review

G. Brown partially reviewed the following sections of Part 12 of the Zoning Ordinance with the Historical Commission Members:

- Section 1202 – Statement of Intent and Purpose, including A, B, C, D, E, and F were reviewed as a refresher.
- In response to a question as to who the Historical Commission serves, reports, and submit recommendation, Section 1204 (1) (B) was reviewed and discussed.
- Section 1204 (4) (D) was reviewed and discussed. Members serve without compensation, but, when authorized by the Board of Supervisors, may be reimbursed reasonable expenses, upon submission of a voucher.
- 1204 (4) (D) Discussion – What constitutes a quorum and why a quorum is essential and required.
- Section 1204 (4) (F) – Discussion of criteria and to establish a committee and advantages.
- Section 1204 (5) (G) – Criteria/requirement to submit a yearly budget.

Establishment of Committee

R. Caldwell made a motion to establish an Archive Committee with Ann Keen as Chairman, Phyllis Snyder and Louise Tietjen as members.

Larry Tietjen seconded the motion. The motion was approved 7-0-0.

Oral History

After much discussion several items were decided:

- A legal consent and release form must be used. Guest Mr. Osiol, emphasized the importance of these forms.
- Questions are necessary to keep subject on task. Interview questions were discussed and added to the list. An open ended question was suggested at the end of the interview to gain as much information about East Coventry and the subject as possible. Additional interviewees were discussed.
- G. Brown and R. Caldwell are working on the Consent/Release Forms. G. Brown was to respond this meeting, but per discussion with R. Caldwell found the forms need further work. R. and G. Brown will continue to work on these forms and submit forms at the next regular meeting.

Equipment

A recorder as requested to facilitate Oral Histories was purchased by the Township for Historical Commission's use. Although two (2) microphones were requested, only one (1) was received, as the recorder can accommodate only one microphone. G. Brown asked R. Caldwell to become familiar with operation of the recorder.

L. Coine has offered to donate a computer, printer, and scanner to the Historical Commission. East Coventry cannot afford a laptop for the Historical Commission this year. B. Rodgers, East Coventry Township Manager, would like to have an estimate of the number of folders and files that would be input on the computer. The Archive Committee will have an estimate at the next meeting. A location for the equipment would need to be established. Equipment/software coordination with the Township equipment would need to be established. L. Tietjen made a motion to ask the East Coventry Township Board of Supervisors to accept the donation from L. Coine of a PC Computer, a monitor, a printer, and a scanner to use for the Historical Commission's Archives/data. R. Marchetti seconded the motion. The motion was approved 7-0-0. L. Tietjen will write up this proposal.

Response to Arcadia Publishing

Per motion at the September meeting, G. Brown presented a letter written to Arcadia Publishing declining participation at this time. P. Snyder made a motion to accept the letter as written. R. Caldwell seconded the motion. The motion was approved 7-0-0.

SALDO Review – Ordinance of Subdivision and Land Development (SALDO)

The proposed SALDO leaves the Historical Properties at risk from development. A Workshop Meeting has been set up for the Historical Commission to meet on Oct. 28, 2009 to review the proposed SALDO. A copy of the proposed SALDO was distributed to each member along with Department of Environmental Protection Cultural Resource information and related Acts. G. Brown will prepare a list of sections to be reviewed prior to the meeting. Recommendations resulting from this review to be coordinated with the Planning Commission and consolidated into one recommendation as requested by the Township Manager.

Discussion Items

Fricks Lock Stakeholders Update

G. Brown has not received permission to release J. Davidson's report.

B. Rodgers, Township Manager, Mark Hosterman, Township Solicitor, J. Davidson, Historical Consultant, and G. Brown met on September 23, 2009 at 1:00 PM to discuss the Fricks Locks report. Mrs. Davidson was given permission to pursue the second phase of the report. An email from Jeannie Liggett (Exelon's Government Affairs Manager) postponing the Stakeholders' meeting until Monday, December 14 2009 was presented to the Historical Commission members. This correspondence from Exelon represents their most positive response to date.

Display Case

A thank you was given to L. Coine for her initiative in organizing a presentation in the display case.

L. Coine explained she had organized the display case from her personal archives. G. Brown asked why we present a display. Members answered to display to the public materials we have available in our archives. G. Brown suggested the display be entitled "East Coventry Historical Commission" and L. Coine be given credit "arranged by L. Coine". Discussion followed among the Historical Commission Members. Display cards were suggested. Parker Ford Women's Club 50 Year Mugs – a short history on the Parker Ford Women's Club, note they are still active. G. Brown suggested we could coordinate in the future with the Women's Club for a full display. A display could note where the Rinehart Cream bottle was found. Further history on the cream bottle could be researched and displayed. Displayed cards for the photographs, identifying each photograph – (maybe clockwise one through – ending with the last photograph) was recommended. The calendars could be an opportunity to advertise for our 2011 Calendars – subject, when available. Mr. Osiol commented he did not notice the display prior to the Historical Commission discussion. He noted the display cases are not placed well. A letter or form needs to be developed for donations – permanent or temporary donation.

Parker Ford Schuylkill River Heritage Trail Gateway Proposal

G. Brown distributed information to all members. This area is to be a gateway on the Schuylkill River Trail and is a proposed joint venture with East Coventry, East Vincent and Chester County.

2011 Calendars

L. Coine and R. Marchetti will continue to work on calendars. L. Coine already has gotten one price from a printer and is anticipating two more. She has several suggestions for enclosing coupons, photographs of several specific Township organizations and other ideas to personalize the calendars. The Historical Commission members positively received this update and L. Coine is to continue as stated.

Resident Inquiry

A resident inquired whether the Historical Commission has any information on the property located at 153 Country Lane as required by a HUD loan. G. Brown passed around a photograph of this property. This property would not need to be considered as historical for his HUD application.

Preliminary inquiry 2010 Volunteer Recognition Dinner

A preliminary inquiry has been received as to whether the Historical Commission would be interested in partnering with two other Historical Commissions sponsoring the 2010 Volunteer Recognition Dinner. Welkinweir has been suggested as a location for the 2010 Volunteer Dinner. We would have a responsibility to provide personnel for planning, presenting and a contribute funds. The Historical Commission members were positive if the expenses are within our budget. We will need further information and have to present this to the Board of Supervisors for approval.

Subdivision and Land Development

Telvil Hall – Creamery Road – Applied for final approval.

Bittersweet on Schuylkill, L.L.C. – 117 Sanatoga Road

The Zoning Hearing is currently extended. The Historical Commission will need to continue to monitor. Any road widening may affect a National Register property.

Wineberry Estates – Per the Planning Commission Annual Report, they are awaiting a response on the proposal for the stone retaining wall from the Historical Commission. G. Brown and L. Tietjen to coordinate this effort

Frey Subdivision - Mr. Frey is deceased and the property is bank owned and is in negotiations.

Other Business

Budget

L. Coine made a motion to put \$1,150.00 in the 2010 Historical Commission’s proposed final budget to purchase a Laptop computer.

R. Caldwell seconded the motion. The motion was approved 7-0-0.

Books

Two books have been donated by G. Brown for our library, Following the Drum by Nancy K. Loane and Northern Chester County by Vincent Martino, Jr. Thank you G. Brown!!

Adjournment

R. Caldwell made the motion to adjourn. A. Keen seconded it.

The motion was approved 7-0-0.

The meeting was adjourned at 10:10PM.

Respectfully Submitted,
Phyllis Snyder (Secretary)