

MINUTES OF THE
EAST COVENTRY TOWNSHIP BOARD OF SUPERVISORS
MEETING HELD SEPTEMBER 14, 2015
(Approved on October 12, 2015)

The Board of Supervisors held its' regular monthly meeting on Monday, September 14, 2015. Present for the meeting were supervisors Ray Kolb, Mariea Geho, Karen Nocella, W. Atlee Rinehart and Michael Albert Moyer. Also present were Bernard A. Rodgers, Township Manager and Mark A. Hosterman, Township Solicitor.

Mr. Kolb called the meeting to order at 7:02 p.m. and the pledge of allegiance was recited.

Mr. Hosterman stated that an executive session was held at 6:30 p.m. immediately preceding this meeting to discuss two (2) matters of real estate acquisitions, and one (1) matter of potential litigation.

1. MINUTES

Mr. Rinehart made a motion to approve the minutes of the August 10, 2015 Board of Supervisors meeting. Mrs. Geho seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

2. PUBLIC COMMENTS

Mrs. Missy King, 10 Eleanor Drive, Spring City, PA 19475 asked if the Township has received any update on the completion of the Linfield Bridge? Mr. Kolb stated he heard possibly November 16, 2015. Mr. Kolb and Chief Theobald were at the site and both inspectors stated they were on schedule.

Mr. Michael Moyer, 320 Schoolhouse Road, Pottstown, PA 19465 stated his uncle, Wayne Moyer passed away recently. Mr. Moyer's aunt passed away about 10 months before that. Mr. Moyer's cousin, Karen Lawler, wrote a letter to Chief Theobald thanking him and the Police Department for their help. Mr. Moyer read the letter from Mrs. Lawler.

3. REPORTS

Township Manager's Reports

Consideration of approval of sponsor to the 2020 Master Planner Program

Mr. Rodgers stated the Chester County Planning Department had offered participation in the 2020 Master Planner Program to the Township. There was no interest shown from the Township

Consideration of approval of proposed Bond Counsel Services

Mr. Rodgers stated at the August 10, 2015 Board of Supervisors meeting, the Board voted to refinance the 2011 Sewer Bonds. The Board needs to appoint a Bond Council to represent the Township. Mr. Michael Wolf, Boening Associates, recommended Tim O'Neill from Lamb/McErlane, PC, Attorneys at Law to represent the Township. Mr. O'Neill has submitted a proposal to represent the Township for a flat fee of \$17,000.00. In 2011, Mr. Hosterman's firm was the Bond Counsel, but the individual who handled the service is no longer with the firm. Mr. Rodgers recommended that the Board appoint Mr. O'Neill's firm to handle the Bond Counsel Service per its' proposal. Mrs. Nocella made a motion to appoint Mr. Tim O'Neill from Lamb/McErlane, PC as the Bond Counsel representative for refinancing the 2011 Sewer Bond. Mrs. Geho seconded the motion. Mr. Kolb called for the vote and **the motion** passed with a 5-0-0 vote.

Authorization to Advertise Debt Ordinance

Mr. Rodgers stated the Board will need to authorize Mr. O'Neill to develop and advertise the Debt Ordinance to be considered for adoption at the October 2015 meeting of the Board of Supervisors. Adoption of the Ordinance would allow the Underwriter, Bond Counsel and staff to sell the bonds when the rates are best without having to bring the proposal back to the Board of Supervisors at a second meeting for approval. Mr. Moyer made a motion to authorize Mr. O'Neill to develop and advertise the Debt Ordinance to be considered for adoption at the October 2015 Board of Supervisors meeting. Mr. Rinehart seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Consideration of approval of Real Estate Acquisitions

Mr. Rodgers stated there is a matter of some real estate issues that need to be discussed. Mr. Rodgers turned the meeting over to the Township Solicitor, Mr. Hosterman, Wisler Pearlstine, LLP. Mr. Hosterman explained the acquisitions are for the traffic signal improvements at Route 724 and Linfield Road. The Township will need to do a (friendly) Condemnation for three (3) very small areas. All three areas are owned by Norfolk Southern Railroad. The Township has negotiated prices with Norfolk Southern Railroad in the amount of \$2,000.00 each for area 1 and area 2. Norfolk Southern Railroad will deed area 3 to the Township for \$1.00. The Board of Supervisors will be required to authorize condemnation of the three areas, which will allow the Township to perform the transfer of title using the instrument of condemnation saving the Township the fees for the transfer tax. Mr. Hosterman has prepared resolution for consideration by the Board of Supervisors to authorize condemnation of the areas and authorize the Township Solicitor to file the condemnation. Once the Township takes title of the three areas, the Township will need to reconvey title to PennDOT using the PennDOT form. Mr. Hosterman asked Mrs. Imes if she had a resolution number which could be used. After discussing with Mr. Rodgers, it was determined to utilize Resolution number 2015-15.

Mr. Rinehart made a motion to authorize the Township Solicitor to proceed with the condemnation of three areas owned by Norfolk Southern Railroad for the traffic signal improvements located at Route 724 and Linfield Road. Mrs. Geho seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Mrs. Missy King, 10 Eleanor Drive, Spring City, PA 19475 asked if there is any plan for a crosswalk across Linfield Road from the parking area to the end of the Schuylkill River Trail. Mr. Rodgers stated that a crosswalk has been incorporated into the project. Mrs. Geho stated this issue was addressed when the Township met with Chester County.

Consideration of approval to provide financial support to the Schuylkill River Greenway Association

Mr. Rodgers discussed the letter received from the Schuylkill River National & State Heritage Area requesting consideration to provide a financial contribution in the East Coventry Township's 2016 Budget. Mr. Kolb asked how the Board members felt about a contribution. Mr. Rinehart asked if they are requesting a specific amount? Mr. Rodgers stated he can add a line item to the 2016 Budget for the Board to review during the budget discussions. The Board consensus was to add an amount to the budget for future discussion.

Acceptance of resignation submitted by Clinton Mowrer, Public Works Employee

Mr. Rodgers stated he received a letter of resignation from Clinton Mowrer of the Township's Public Works Department. Mr. Mowrer's last day was Friday, September 11, 2015. Mr. Rodgers requested that the Board accept Mr. Mowrer's resignation. Mrs. Geho made a motion to accept Mr. Mowrer's resignation. Mr. Moyer seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Consideration of agreement for change of phone service for Township

Mr. Rodgers discussed the proposed Comcast Service Contract agreement. The Township currently uses a landline service with Verizon. The Township has had trouble over the last few years where the Police Department has not been able to receive calls. Verizon does not want to replace the existing lines outside the Township Building and Verizon Fios is not currently available. The change from Verizon to Comcast will be an initial savings of about \$400.00 per month. Mr. Rinehart asked if there would be any disruption in service. Mr. Rodgers stated there will not be any disruption. Mr. Rinehart made a motion to approve the change from Verizon Phone Service to Comcast. Mrs. Geho seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Discussion of grant reimbursement funds from the Chester County Solid Waste Authority

Mr. Rodgers discussed the reimbursement check for the Chester County Recycling Program. No action was required .

Discussion of approval for Ridge Fire Police providing services for Fire Fighter Funeral on September 2, 2015

Mr. Rodgers stated this request came in and the services occurred before the Board of Supervisors meeting.

Discussion of East Coventry Township Success Story provided to Pottstown Area Health & Wellness foundation and DCNR for completion of Pavilion at Ellis Woods Park

Mr. Rodgers discussed the information for finalizing the agreement with Pottstown Area Health & Wellness on the DCNR grant for the pavilion and the final product that they will use to show what the Township did.

Discussion of Flyer for East Coventry Township Public Forum for Parks, Recreation and Open Space meeting

Informational only.

Discussion of Ribbon Cutting for the Opening of Area E, Cell 1 at Lanchester Landfill for The Chester County Solid Waste Authority

Informational only.

Consideration of Township Engineer's Report

Mr. Flaharty stated he had nothing to add to the report. Mrs. Geho made a motion to accept the Township Engineer's report. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Consideration of approving reports from various departments and committees

Mrs. Geho made a motion to approve the reports from various departments and committees. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

4. Subdivision and Land Development

CAMA SDIRA, LLC FBO Andrew L. Ney IRA (Manley) Sanitary Sewer Extension - 457 Ellis Woods Road

Mr. Rodgers discussed the Improvements Agreement and the Memorandum of the Improvement Agreement prepared by Mr. Hosterman's office for the extension of sanitary sewer along Ellis Woods Road from the Woodcrest Subdivision to service the Stone Farm, Manley Subdivision. The actual owner is CAMA SDIRA LLC which is Mrs. Manley's father. Mr. Rodgers requested that the Board authorize the appropriate Township Officials to sign the Improvement Agreement and the Memorandum of the Improvement Agreement. Mr. Rinehart made the motion to authorize the appropriate person to sign the Improvement Agreement and the Memorandum of the Improvement

Agreement for the CAMA SIDRA LLC extension of sanitary sewer along Ellis Woods Road. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Resolution No 2015-? (Adoption of Sanitary Sewer Facilities and Sanitary Sewer Easement for 457 Ellis Woods Road

Mr. Rodgers stated the Resolution of the Sanitary Sewer Facilities, Bill of Sale and Sanitary Sewer Easement for 457 Ellis Woods Road are not ready for adoption until after the project has been completed. These items will be placed on the Board of Supervisors Agenda at a later date for approval. Mr. Kolb asked if the applicant can start without the adoption of the resolution. Mr. Hosterman stated they can start. Mrs. Imes asked Mr. Hosterman to change the Condemnation Resolution number from 2015-15 to 2015-13 for the Norfolk Southern parcels. Mr. Hosterman agreed to the changing of the Resolution number.

5. Zoning Hearing Board Applications

6. Other Business

Resolution No 2015-11 (Adoption of Schedule of Fees and Costs)

Mr. Rodgers discussed the proposed changes to the Schedule of Fees and Costs. Mr. Rodgers is requesting the Board adopt Resolution 2015-11. Mr. Rodgers provided a redlined copy of the Resolution for the Board to review. The following is a copy of the proposed Resolution:

**EXHIBIT A
EAST COVENTRY TOWNSHIP
SCHEDULE OF FEES AND COSTS**

PUBLIC SERVICE FEES

| | |
|--|-----------|
| Copies (per 8 ½" x 11" sheet) | \$ 0.25 |
| Township Map (11" x 17" or 8 1/2" x 11") | \$ 2.00 |
| 3. Fax Service | |
| a. Transmit - 1 st page | \$ 1.50 |
| each additional page | \$ 1.00 |
| b. Receive - 1 st page | \$ 1.50 |
| each additional page | \$ 1.00 |
| 4. False Alarm - One Free Per Year | |
| a. Police Department responds | \$ 125.00 |
| b. Fire Department responds | \$ 150.00 |
| c. Police Department and Fire Department responds | \$ 175.00 |
| 5. Copy of Accident Report or Police Incident Report | \$ 15.00 |
| 6. Solicitation Permit | \$ 50.00 |
| 7. Mobile Home Park | |
| a. License application fee | \$ 100.00 |
| b. Annual license renewal fee | \$ 100.00 |

- | | |
|--|-----------------------------|
| 8. Towpath Park Pavilion Reservation | \$ 100.00/day |
| Monday thru Friday | \$ 75.00/day |
| Saturday and Sunday | \$ 75.00/day |
| Ellis Woods Park Pavilion Reservation | |
| Township Resident | \$ 100.00/day |
| Non-Township Resident | \$ 150.00/day |
| 9. Use of Meeting Room, for other than Township Meetings, or functions authorized by the Township | \$ 50.00 |
| 10. Returned Check Fee | \$ 35.00 |
| 11. Uniform Construction Code Training Fee (surcharge on each Building Permit Application) | \$ 4.00 |
| 12. MISCELLANEOUS | |
| a. Driveway permit and inspection | |
| Existing driveway permit application (non-refundable) | \$ 50.00 |
| New driveway permit application (non-refundable) | \$ 150.00 |
| Existing driveway inspection | \$ 75.00 |
| New driveway inspection | \$ 150.00 |
| b. Road Occupancy permit - In accordance with fees set by PennDOT | |
| c. Building Sewer Repair Permit Application Fee | \$ 50.00 |
| USE AND OCCUPANCY PERMIT / TEMPORARY USE AND OCCUPANCY PERMIT | |
| Issued pursuant to Section 602, Use and Occupancy Permits of Chapter 27 of the East Coventry Township Code of Ordinances, as amended | |
| | \$ 75.00 |
| 13. FLOOD PLAIN DETERMINATION REVIEW - ESCROW for review by the Township Engineer if deemed necessary by the Zoning Officer | \$ 1,000.00 |
| 14. ZONING PERMIT Issued pursuant to Part 16 Administration, Section 16023. Floodplain /Zoning Permits of Chapter 27 of the East Coventry Township Codification of Ordinances, as amended | \$ 100.00 |
| 15. DRAINAGE PERMIT (non-refundable) Pursuant to Chapter 9, Grading and Excavating, Part 1-Stormwater Management Section 110. Permit Requirements of the East Coventry Township Code of Ordinances, as | \$ 100.00 |
| 16. STORMWATER MANAGEMENT PLAN REVIEW/ INSPECTION . Pursuant to Section 151.2 of Chapter 9, Grading and Excavating, Part 1-Stormwater Management F. Fees and Expenses of the East Coventry Township's Code of Ordinances, as amended | \$ 3,000.00 (escrow) |

Actual cost to the Township in accordance with the annual fee and cost schedule of the Township Engineer, Township Solicitor or other Township Consultant in effect at the time the services are rendered. In the event the escrows are exhausted, the owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by owner on the

application or a stop work order shall be issued. Inspection fees will terminate after certification by the party having jurisdiction that all work is completed and acceptable. Any unused funds will be returned.

~~17. STORMWATER MANAGEMENT PLAN IMPLEMENTATION. Pursuant to Section 144 and Section 151.2.B of Chapter 9, Grading and Excavating, Part 1 – Stormwater Management of the Township's Code of Ordinances, as amended, applicant shall deposit an escrow in an amount as estimated by the Township's consultants.~~

17. AGREEMENTS WITH TOWNSHIP, i.e., Sewage Facilities Agreement, Stormwater Management Agreement, etc.

~~Escrow Fee~~

Agreement Drafting & Review

~~\$ 3,000.00 (escrow fee)~~

Actual cost of the Township in accordance with the annual fee and cost schedule of the Township Engineer, Township Solicitor or other Township Consultant in effect at the time the services are rendered. In the event the escrows are exhausted, the owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by the **owner/party/entity requesting or otherwise desirous of the agreement.**

~~AGREEMENTS WITH TOWNSHIP, i.e., Sewage Facilities Agreement, Stormwater Management Agreement, etc.~~

~~Escrow Fee—Inspection and Implementation of approved plans, etc~~

~~\$ 1,500.00~~

~~In the event the escrows are exhausted, the owner shall replenish the escrow account in the amount requested by the Township within five (5) business days of the date of notice sent to the address furnished by owner on the application or a stop work order shall be issued. Inspection fees will terminate after certification by the party having jurisdiction that all work is completed and acceptable. Any unused funds will be returned.~~

18. ~~SANITARY BUILDING SEWER PERMIT INSPECTION~~ ~~\$500.00 non-refundable payable at time building Sewer repair application permit is issued plus actual cost to the Township in accordance with the annual fee and cost scheduled of the Township Engineer, Township Solicitor or other Township Consultant in effect at the time.~~

~~Pursuant CHAPTER 18 SEWERS AND SEWAGE DISPOSAL, Part 3 Public Sanitary Sewage Systems, Section 306, Building Sewers and Connections with Public Sewers of the Code of Ordinances of the Township of East Coventry, as amended.~~

a. Sanitary Sewer Permit.

~~\$ 500.00~~

~~Non-refundable and payable at time Sanitary Sewer Permit application is submitted and execute the East Coventry Township Contract for Professional Services agreeing to reimburse the Township in accordance with the annual fee and cost schedule of the Township Engineer, Township Solicitor or other Township Consultant in effect at the time for work associated with any and all reviews, approvals and inspections required. The \$500.00 will be credited toward costs incurred for services performed under the East Coventry Township Contract for Professional Services.~~

- 19. SEWAGE FACILITIES PLANNING MODULE REVIEW FEE ~~\$1,500.00~~
 - a. On-lot sewage disposal system ~~\$1,500.00~~
 - b. Public sewer ~~\$ 500.00~~

20. BUILDING, PLUMBING, ELECTRIC, MECHANICAL PERMIT, INSPECTION, REVIEW FEES

Fees for all work required and performed pursuant to the Pennsylvania Uniform Construction Code and Chapter 5 CODE ENFORCEMENT of the East Coventry Township Codification of Ordinances shall be calculated and paid to East Coventry Township in accordance with the Fee Schedules of Barry Isett Associates, Inc. attached hereto as Exhibit B, which may be amended upon approval of the Board of Supervisors, **plus ten (10%) per cent of the permit cost (non-refundable)** for Township administrative and overhead costs.

All inspection fees are to be paid to the Township prior to the issuance of a Use & Occupancy Certificate.

LAND DEVELOPMENT AND SUBDIVISION FEES (Per Section 703.2 of Part 7 of Chapter 22 (Subdivision and Land Development) of Township’s Code of Ordinances, as amended (the SALDO).

- 1. Land Development Fees (land development not involving subdivision. Fees are applicable to Sketch, Preliminary and Final Plan submissions.)

| Acres Affected | Application Fee (non-refundable) | Escrow* |
|----------------|-------------------------------------|-------------|
| 0 to 4.99 | \$500.00 | \$ 5,000.00 |
| 5.0 to 9.99 | \$500.00 | \$ 5,000.00 |
| 10 to 19.99 | \$500.00 | \$ 8,000.00 |
| 20 to 49.99 | \$500.00 | \$10,000.00 |
| 50 + | \$750.00 | \$12,000.00 |

■ PLUS –

| <u>Gross Floor Area In Square Feet</u> | <u>Fee Per 100</u> |
|--|--------------------|
| <u>Square Feet</u> | |
| 0 to 49,000 | \$ 50.00 |
| 50,000 to 299,000 | \$ 40.00 |
| 300,000 + | \$ 30.00 |

Escrow deposit for cost of inspection of improvements construction; materials or site testing; maintenance prior to acceptance of improvements by Township pursuant to Section 703.3 of

Chapter 22 of the Township’s Code of Ordinances, as amended, shall be 10% (ten per cent) of the estimated project cost.

2. Subdivision Fees.

| <u>MINOR SUBDIVISION</u> | <u>Application Fee</u> | <u>Escrow</u> |
|--------------------------|------------------------|---------------|
| | \$300.00 | \$ 3,500.00 |

MAJOR SUBDIVISION

SKETCH PLAN

| Number of Lots | Application Fee (non-refundable) | Escrow* |
|----------------|-------------------------------------|--------------|
| 1 to 2 | \$500.00 | \$ 2,500.00 |
| 3 to 5 | \$500.00 | \$ 3,000.00 |
| 6 to 10 | \$500.00 | \$ 6,000.00 |
| 11 to 50 | \$500.00 | \$ 10,000.00 |
| 51 to 100 | \$750.00 | \$ 15,000.00 |
| 101 + | \$750.00 | \$ 20,000.00 |

There is not an application fee or escrow fee for a Sketch Plan submitted pursuant to Chapter 22 Subdivision and Land Development, Part 3 Plan Processing and Content, Section 303. Sketch Plan Submission and Review 1. Submission Optional B. of the East Coventry Township Code of Ordinances, as amended.

PRELIMINARY PLAN

| Number of Lots | Application Fee (non-refundable) | Escrow* |
|----------------|-------------------------------------|----------------------------|
| 1 to 2 | \$500.00 | \$ 5,000.00 |
| 3 to 5 | \$500.00 | \$ 6,000.00 |
| 6 to 10 | \$500.00 | \$12,000.00 + \$100.00/lot |
| 11 to 50 | \$750.00 | \$15,000.00 + \$150.00/lot |
| 51 to 100 | \$750.00 | \$15,000.00 + \$200.00/lot |
| 101 + | \$300.00 | \$20,000.00 + \$250.00/lot |

FINAL PLAN

| Number of Lots | Application Fee (non-refundable) | Escrow* |
|----------------|-------------------------------------|-----------------------------|
| 1 to 2 | \$500.00 | \$ 3,000.00 |
| 3 to 5 | \$500.00 | \$ 5,000.00 |
| 6 to 10 | \$500.00 | \$ 6,000.00 + \$100.00/lot |
| 11 to 50 | \$500.00 | \$ 6,000.00 + \$100.00/lot |
| 51 to 100 | \$750.00 | \$ 7,000.00 + \$100.00/lot |
| 101 + | \$750.00 | \$ 10,000.00 + \$100.00/lot |

Escrow deposit for cost of inspection of improvements construction, materials or site testing; maintenance costs prior to acceptance of improvements by Township pursuant to Section 703.3 of Chapter 22 of the Township’s Code of Ordinances, as amended, shall equal ten per cent (10%) of the estimated project cost.

Fees of Professional Consultants. The Township shall be reimbursed for the charges of its Solicitor, Engineer, Planner or other professional consultants used in connection with any land use matter. Such charges shall be billed to the appropriate person at the same rate normally charged the Township by such consultants for work that is not reimbursable plus ten per cent (10%) for administrative costs including but not limited to the following:

- A. The services of the Township Engineer, as provided in the SALDO, being Chapter 22 of the Township Code of Ordinances, plus all costs for other engineering and professional certifications as deemed necessary.
- B. The services of the Township Solicitor for legal services incidental to the review and approval of plans for each subdivision and land development, or section thereof, and specifically including but not limited to the review of all plans, correspondence and permits, the preparation of subdivision and land development escrow agreements, easements, covenants and deeds; the attendance at any meetings with the Board of Supervisors, the Planning Commission, the Township Engineer, the Township Manager or other staff, the Developer or Developer’s representatives in connection with the development; and any telephone conferences in connection with any of the above.
- C. The actual costs of all drainage, water and/or material tests.

- D. Legal fees, advertising and other costs involved in the dedication of streets and public improvements to the Township.
- E. The administrative costs of processing subdivision and land development escrow account release requests as follows: 10% of the total amount of every escrow release request of less than \$500.00 and in the amount of \$100.00 for every escrow release request in excess of \$500.00. Such charge shall be due and payable at the time the escrow release is submitted to the Township.

(*) These are the initial amounts to be deposited with the Township for purposes of reimbursing itself or paying review fees in accordance with **CHAPTER 22 SUBDIVISION & LAND DEVELOPMENT, Part 7 Administration**, Section 703 **Fees and Costs** of the **Code of Ordinances of East Coventry Township (SALDO)**. The respective initial deposit shall be made, together with the applicable application filing fee, at the time the subdivision and/or land development application is filed. Additional deposits shall be required by the Township if the balance of the escrow account falls below 25% of the amount of the initial deposit.

ZONING FEES AND COSTS (Pursuant to Section 1604. Fees and Expenses. of Chapter 27 of the East Coventry Township Codification of Ordinances, as amended.

1. ZONING HEARING BOARD - Appeals and Applications - Filing Fees

- a. Substantive challenge to the validity of the Zoning Ordinance or other land use ordinance of the Township
 - (1) Residential, agricultural, or other noncommercial or nonindustrial \$ 3,000.00
 - (2) Commercial or industrial \$ 5,000.00
- b. Challenge to the validity of the Zoning Ordinance or other land use ordinance of the Township raising procedural questions or alleged defects in the process of enactment or adoption \$ 5,000.00
- c. Appeal from determination of Zoning Officer
 - Residential, agricultural or other noncommercial of nonindustrial \$ 1,000.00
 - Commercial or industrial \$ 2,500.00
- d. Application for special exception
 - (1) Residential, agricultural or other noncommercial or nonindustrial \$ 1,000.00
 - (2) Commercial or industrial \$ 2,500.00
- e. Application for variance
 - (1) Residential, agricultural or other noncommercial or nonindustrial \$ 1,000.00
 - (2) Commercial or industrial \$ 2,500.00

2. BOARD OF SUPERVISORS - Applications and Petitions - Filing Fees
 - a. Application for a curative amendment to the Zoning Ordinance
 - (1) Residential, agricultural or other noncommercial or nonindustrial \$ 3,000.00
 - (2) Commercial or industrial \$ 5,000.00
 - b. Petition for amendment to the Zoning Ordinance (including Zoning Map)
 - (1) Residential, agricultural or other noncommercial or nonindustrial \$ 2,500.00
 - (2) Commercial or industrial \$ 5,000.00
 - c. Conditional Use
 - (1) Residential, agricultural or other noncommercial or non-industrial \$ 3,000.00
 - (2) Commercial or industrial \$ 3,000.00

Amount not used to be refunded to applicant.
3. The filing fees prescribed in Paragraphs 1 and 2 shall be paid to the Township at the time the appeal, application or petition is filed.
4. The filing fees prescribed in Paragraph 1. for appeals and applications to the Zoning Hearing Board shall be an initial deposit to cover the cost of the following with respect to hearings before the Zoning Hearing Board upon the appeal or application:
 - a. Compensation for the members of the Zoning Hearing Board;
 - b. Notice and advertising costs;
 - c. Necessary administrative overhead connected with the hearing; and
 - d. Fifty Percent (50%) of the appearance fee for the stenographer (court reporter).
5. Unless and to the extent otherwise provided by law, the fees prescribed in Paragraph 2. for the filing of applications and petitions to the Board of Supervisors shall be an initial deposit to cover the following costs and fees:
 - a. Any and all costs and fees incurred by the Township in connection with the processing, hearing, review and determination of the application or petition, including, without limitation, hearing notice and advertising costs, necessary administrative overhead, and the entire appearance fee of the stenographer (court reporter) at the hearing upon the application or petition.
 - b. The cost of the original transcript of the hearing proceedings before the Board of Supervisors upon the application or petition; and
 - c. The cost of one copy of the transcript of the hearing proceedings before the Board of Supervisors upon the application or petition for use by the Board of Supervisors.
6. In the event that the filing fees prescribed in Paragraphs 1 or 2 do not cover the respective costs and fees set forth in Paragraphs 4 or 5, the appellant, applicant or petitioner shall be responsible for payment of the excess costs and fees, and shall pay the amount of the excess to the Township

within 30 days from the date of the Township's invoice for the excess. In the event that the filing fees prescribed in Paragraphs 1 or 2 exceed the respective costs and fees set forth in Paragraphs 4 or 5, the Township shall refund the amount of the excess to the appellant, applicant or petitioner.

7. Transcripts of hearing proceedings;

- a. The cost of the original transcript of the hearing proceedings upon an appeal or application before the Zoning Hearing Board under Paragraph 1 shall be paid by the Zoning Hearing Board, if the Board orders the transcript. However, in the case of an appeal from the decision of the Zoning Hearing Board, the person appealing the decision shall pay the cost of the original transcript. In all other cases, the person requesting the original transcript shall bear the cost thereof. The cost of any copy of the transcript shall be paid by the person requesting the copy.
- b. If the appellant or applicant before the Zoning Hearing Board is the person responsible for payment of the cost of the original or any copy of the transcript under subparagraph a. and is entitled to a refund of filing fees under Paragraph 6, the cost of the original or copy of the transcript shall be deducted from the amount of the refund and the balance, if any, of the refund shall be remitted to the appellant or applicant.
- c. The cost of the original and one copy of the transcript of the hearing proceedings upon an application or petition before the Board of Supervisors under Paragraph 2 shall be paid by the applicant or petitioner pursuant to Paragraph 5 or Paragraph 6. The cost of any other copy of the transcript shall be paid by the person requesting the other copy. If the applicant or petitioner is the person requesting the other copy of the transcript and is entitled to a refund of filing fees under Paragraph 6, the cost of the other copy shall be deducted from the amount of the refund and the balance, if any, of the refund shall be remitted to the applicant or petitioner.

Fees for Township Consultants will be based on the ~~following~~ fee schedules submitted to the Board of Supervisors ~~by the Township's Consultants. and attached hereto:~~

~~ARRO Engineering & Environmental Consultants—December 24, 2014~~

~~National Lands Trust—December 18, 2014~~

~~McMahon Associates—January 1, 2015~~

~~Wisler Pearlstine, LLP—December 4, 2014~~

Mr. Kolb asked if we would start renting the Ellis Woods Park Pavilion in 2016. Mr. Rodgers stated we would start renting the Ellis Woods Park Pavilion as soon as the proposed Resolution is approved. Mr. Moyer asked what happens if someone comes to use the Pavilion and someone else has it rented. Mr. Kolb explained that when the Pavilion is rented, the Township posts a reservation card at the Pavilion showing the person / organization name and the time the rental starts and ends. If there are other people at the pavilion, the renter has the right to ask them to move. If there are any issues, the renter should contact the Police. Mrs. Geho made a motion to accept the proposed changes to the Schedule of Fees and Costs. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Resolution No 2015-12 (Adoption of Five (5) Year Winter Traffic Services Agreement)

Mr. Rodgers discussed the proposed Five (5) Year Winter Traffic Services Agreement received from PennDOT pertaining to the Township receiving funds for maintaining the State Roads through the Township, except Bethel Church Road. Mrs. Geho made a motion to accept the proposed Five (5) Year Winter Traffic Services Agreement. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

7. Exonerations

No exonerations reported for this month.

8. Payment of Bills

Mrs. Geho made a motion to pay the bills as presented:

| Fund Name | Amount to Pay |
|-------------------------|-----------------------------|
| General Fund | 108,133.79 |
| Fire Hydrant Fund | 2,067.00 |
| Open Space | - |
| Sewer Operating Fund | 14,845.19 |
| Sewer Capital Fund | - |
| Traffic Impact Fee Fund | 3,278.50 |
| Capital Reserve | - |
| Highway State Aid Fund | 173,610.18 |
| TD Escrow | 56,952.31 |
| Totals | \$ <u>358,886.97</u> |

Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

9. Information Items and Additional Items to be Brought Before the Board

Mr. Rodgers discussed the vacant Police Officer Position stating that several months ago, the Board authorized Chief Theobald and he to go through the process of accepting applications and testing for the vacant Police Officer Position. The testing, interviews and background checks have been completed. Chief Theobald and Mr. Rodgers recommended that the Board make a conditional offer of employment to Andrew D Thiel as a Police Officer for East Coventry Township, subject to Mr. Thiel passing the medical and psychological examinations. Mr. Kolb made the motion to make the conditional offer of employment to Andrew D Thiel as a Police Officer for East Coventry Township, subject to Mr. Thiel passing the medical and psychological examinations. Mr. Moyer seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Mr. Rodgers discussed the memo to the Board of Supervisors for the 2016 MMO (Minimum Municipal Obligation) for the Township's Police and Non-Uniform Employee Pension Plans. The MMO is required to be completed and submitted to the Board by September 30, 2015. The combined MMO for 2016 for the non-uniform plan is \$71,614.00 and for the Police Pension Plan it is \$138,927.00. The total MMO for both plans for 2016 is \$210,541.00. The total MMO for 2015 was \$222,178.00. The 2016 MMO is a decrease of \$11,637.00 or 5.0% under the 2015 MMO. The Township's MMO will be offset by General State Aid for Municipal Pensions in an estimated amount of \$85,205.00 for 2016.

Missy King, Tax Collector, 10 Eleanor Drive, Spring City, PA 19475. Mrs. King stated she has received quite a few exonerations in September for property transfers or tenant changes at Orchard Ridge. Mrs. King stated there has been a lot of in and out motion at Orchard Ridge. Mrs. King stated she has verification for the changes, but does not have forwarding addresses. Mrs. King would like to send the late notices out dated September 30, 2015. However to print the late notices without adding the changes to the exoneration report, she would have to manually remove the late notices where a forwarding address is not available. Mrs. King is asking for preapproval to exonerate these people in the software program and not send out late notices which have no forwarding addresses. Mrs. Geho asked if we have ever turned anything over to Berkheimer and Associates. Mrs. King stated she has tried to get a list from Berkheimer and Associates, but has never received anything. A discussion ensued. Mr. Rinehart made a motion to add the apartment complex people to the exoneration list for October. Mrs. Geho seconded the notice. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

10. Adjournment

Mrs. Geho moved to adjourn the monthly meeting at 7:50 p.m. Mrs. Nocella seconded the motion. Mr. Kolb called for the vote and **the motion** carried with a 5-0-0 vote.

Respectfully submitted,

Bernard A. Rodgers
Township Secretary