

**FRANKLIN TOWNSHIP**  
**MONTHLY MANAGER'S REPORT**

**DECEMBER 12, 2007**

This December report is the final Monthly Report of the year to be submitted to the current Board of Supervisors. I wish to thank the Board for their patience and support in assisting the Manager and Staff in trying to guide the development of Franklin Township over the past 3 years. I believe certain key decisions were made by the Board that improved on the service delivery for the folks who live and work in the community. The Administrative Staff includes both part time and full time people including Jeff Eastburn, Sharon Norris, Joan McVaugh, John Hocking, Duane Brady and Eileen Rembecki. All of us have enjoyed working for the Township in trying to make the community a great place to live and work.

The following listing of activities occurred during the past month:

**I. Administration**

- *Finance*
  - a. 2008 Budget – The Board approved the preliminary budget at the November 14, 2007 meeting subject to making three adjustments in the final budget. Public Notice was placed in the newspaper advertising that the 2008 Budget was on display for review at the Township Building during regular working hours. Final approval is contemplated for December 12, 2007.
  - b. Unpaid Bills – The Township didn't receive payments from the developers on the unpaid invoices. The Solicitor was advised that he should proceed with the legal collection process.
  - c. Assessment – The Township received notice from the Assessment Office that the Franklin Township total Real Estate Valuation for 2008 is \$300,459,888 and non taxing utilities are \$586,450. This compares to the 2007 assessment of \$297,000,000.
- *Codification* – this process is continuing with trying to shepherd the various pending ordinances into the new codified version. Working with our Solicitor and Mr. Rotz of Keystate, we are inching toward final completion sometime in the early part of 2008. The biggest challenge is to “shoehorn” the new zoning ordinance amendments into the codified book.

- Comcast – The Township was notified by letter that a rate increase is forthcoming in 2008 for services including cable and high speed internet. The company will be sending a letter notifying all of their subscribers of the rate changes.
- Intergovernmental
  - a. Chester County Consortium – The November meeting included a roundtable discussion with the membership discussing the process of codification including the optional vendors and the process for completing a codification book.
  - b. West Grove Fire Company – The Manager met with the Managers of West Grove Borough and London Grove Township to discuss the 2008 Budget of the Fire Company. Future meetings are planned and will include other municipal administrators that are served by this fire company.
  - c. Form I-9 – The Township received notice that Form I-9 was published and will be effective on December 26, 2007. The form is a requirement of the U.S. Citizenship and Immigration Services, an agency within the Department of Homeland Security, for any new employee hired after December 26, 2007.

## **II. Planning, Open Space and Codes**

- TND Ordinance – The Board approved an ordinance that establishes a new traditional neighborhood development zoning district. The boundaries of the district are the same that were approved as part of the Stipulation and located primarily in the Kemblesville Area.
- Amended Zoning Ordinance – The Planning Commission concluded their review of the new Zoning Ordinance after working closely with the consultants from TCA. The new Ordinance follows the Comprehensive Plan that was approved in January 2006. Mr. Mark Gallant of the County Planning Commission has been working very closely with the Township Planning Commission and providing comments on the appropriateness of the proposed Ordinance. A letter was received the CCPC advising the Township that the Zoning Ordinance Update is consistent with Landscapes and addresses the Tasks/Steps included in the Scope of Work and, therefore, is in compliance with the terms of the Grant Agreement. Following review by the Solicitor and receiving the Act 247 review from the County, the Ordinance should be advertised and considered for adoption sometime in January or February 2008.

- Developments
  - a. Megill Homes – A new 2 lot subdivision plan on the Matsen Property was filed that includes 20.166 acres in Franklin and 54.313 acres in New London Township. Currently under review by Township Consultants.
  - b. Brothers Properties – A 3 lot subdivision plan located on S. Guernsey Road is under review by the Township Consultants.
  - c. Avon Grove Charter School – The Staff was involved in coordinating information between the Township Consultants and the Solicitor.
  - d. Dolores Morris – A 13 lot preliminary subdivision plan was submitted by Mr. Walsh, Engineer for Mrs. Morris. The plan is a revision of a 2004 plan and is currently under review by the Township Consultants. Extension has been granted to January 31, 2008.
  - e. Davis Property – the Township Solicitor and the Solicitor for the Natural Lands Trust are reviewing the easement documents.
  - f. Marshall Subdivision received an extension for approval consideration.
  - g. Abel property received an extension for approval consideration.
  - h. Fox Hunt Farm – information was received that Appleton Assoc. is appealing a decision of the NPDES Stormwater Construction Permit to DEP.
  - i. Miller – received confidential information from the Solicitor relative to the future development of this tract. We received an extension letter to April 16, 2008.
  - j. Paradox – received final plans with all corrections made from the owner. Currently being reviewed by the Township Engineer.
  - k. Ashby Hills extension to March 31, 2008.
  - l. Cornerstone Presbyterian Church extension to March 20, 2008.
  - m. Logan Property extension to March 31, 2008.
  - n. Woods Edge extension to February 22, 2008.

### **III. Roads, Sewer and Property**

- Traffic Control Sign Inventory – Scott Allen prepared a plan that outlines the various signs located on each of the roads in the Township. With this inventory, the Township will be better able to budget in future years knowing the extent of sign replacements or needed additions. Once final details are concluded, the completed document will be shared with the Board.
- 10-Year Road Maintenance Program – McCormick Taylor completed the 1-Year Road Maintenance Planning Program. The report includes

an explanation of their approach to the study, program assumptions, 10-year planning program, summary for budget planning and their detailed analysis of individual roads and their rating. This plan will serve Franklin well over the next ten years, especially at budget time, as in the past, it was an educated guess to determine which roads required treatment.

- Chester Water Authority – The Township received notice from the CWA that placards are being installed indicating “For Emergency Use Only” on all of its public fire hydrants in the Township. The purpose of the placards is intended to extend the message to the public that unauthorized use of fire hydrants is prohibited.
- Act 209 – With the Board approving the two resolutions including the Preferred Levels of Service and the Roadway Sufficiency Analysis, the next meeting of the Committee can be scheduled for sometime in the New Year. At that time, the Committee will be addressing the Capital Improvement Plan.
- Mt Olivet Road – Mr. Eastburn has been working with the Chester County Conservation District in order to receive grant approval for Mt. Olivet Road under the Dirt & Gravel Road Program. The tentative approval includes a grant of \$12,900 that would be applied to the total cost of \$27,900. The Township share is \$15,000. This is shown in the 2008 budget. Once the contract is reviewed by the Solicitor, and McCormick Taylor has reviewed the contractor cost, the project will be presented to the Board for approval. Instead of bidding the project separately, it is the intent of Staff to issue a contract to Yardworks Inc. to have them complete the project under the contract for labor and material bid.
- The Manager has communicated with Randy Waltermeyer of the Chester County Planning Commission regarding the Route 896/Route 841 intersection that is being considered for a special DVRPC Phase 1 study. The intersection is one of twenty in Chester County that has been narrowed to a select five for roundabout consideration. Four of the final five being considered are located in southern Chester County with the fifth being located in central Chester County. Eventually, DVRPC will make a choice for one or two projects within the Southeastern Pennsylvania area. This part of the project is for study only with construction funding to be determined in the future.
- Parsons Road Speed Limit – Scott Allen has advised that a traffic study that was prepared by the Miller Tract consultant is sufficient to set the speed limit at 40 mph. The Board must approve speed limits by ordinance before signs can be posted. The Codification includes a

section entitled Traffic Regulations and section 15-201 that established maximum speed limits on certain streets of the Township.

- Roof on Township Building – Because of several leaks on the roof of the building, it was necessary to retain a contractor to replace the existing roof. At the Board Meeting in November, JDS Construction was awarded the \$9,400 contract to provide labor and equipment and Martin Roofing to acquire material at a cost of \$6,926.
- Salt Storage Shed – The Assistant Township Manager has been working closely with the Land Planner to determine the site of the rain garden and infiltration area of the proposed Salt Storage Shed. The soils in the area adjacent to the gravel parking lot were good enough for infiltration at a fairly shallow depth, but not good enough to put the infiltration area at the invert (underneath) of the rain garden, so the rain garden had to be in a different location, downhill of the infiltration area, below the apple trees. Hillcrest & Associates will send a survey crew to the site to take further topographical information just below the apple trees to determine the exact location of the rain garden. We should receive this information from Hillcrest, weather permitting, by December 14, 2007. At that time, the information will be forwarded to LTL Consultants and McCormick Taylor so they can revise their proposals in case permits are required from the Chester County Conservation District and DEP. The selection of the firm to design the shed will be recommended in January.

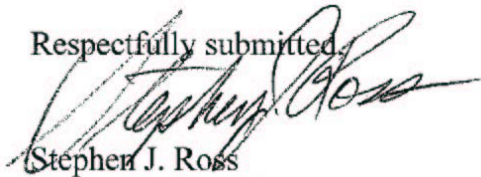
#### **IV. Historical and Parks**

- Underground Railroad Bus Tour – Under the leadership of Wendy Toman, the bus tour was a huge success with 19 participants riding on the mini-bus.
- Easement for Historic Signs – the Solicitor provided the Historical Commission with an easement agreement for locating “Entering Historic Kemblesville” signs. The agreement must be executed by the property owners who agree to have a sign located on their properties and counter signed by the Township.
- Crossan Park – Nancy Bosold, Turf Management Specialist from Penn State, met with Jeff Eastburn, Supervisor Dick Whipple, Jim D’Orazio of URS and a representative from Macanga on November 15, 2007, to inspect our new field (1.5 acres) and the surrounding 2.5 acre area. Ms. Bosold was pleased with the progress of said areas. Discussions included: mowing the area to a height of no less than 3 inches; the next round of fertilizer application; the need to perform a soils test for the

new field and surrounding area for next year's Weed and Feed Program; and the possibility of having to use a deep tine aerator for this entire area to promote growth. To include these additions for this new field, we will have to alter the Weed and Feed Program. The budget line item was increased to \$19,000.00 for the 2008 Park Weed and Feed program. Ms. Bosold is comfortable with this number. We will evaluate the new field throughout 2008 so we can make an informed decision as to when the leagues can use it. We turned our attention to the existing fields and Ms. Bosold suggested that we apply turf blankets to the multi-purpose field to try and promote new growth. She also recommended that we maintain our current level of use on the 90 ft baseball field / soccer field to 140 events and on the 60 ft baseline field at 130 events for the 2008 season.

I wish to again thank the Board and especially the departing members for their years of service to Franklin Township. Enjoy this season of the year and have a Happy Holiday.

Respectfully submitted,



Stephen J. Ross  
Township Mgr./Secretary

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