

Manager and Administrative Staff Monthly Report
July 16, 2008

This report is a summary of activities of the Interim Township Manager and Administrative Staff Personnel for Franklin Township covering the period of June 18 to July 16, 2008. The Staff includes the following people: Duane Brady, Jeff Eastburn, John Hocking, Joan McVaugh, Sharon Norris, Eileen Rembecki, and Steve Ross. The Staff personnel work at the direction of the Manager and Board of Supervisors providing services to the residents of the Township. The following information is presented:

I. Administration

- Finance - the attached Treasurer's Report was prepared showing a balance of \$2,435,563.41. More detailed information can be found in the report which is posted on the Township's website the Friday before the meeting; this month it will be posted on July 11, 2008. Work was done for 12 review escrow accounts and eight commercial building permits this month.
- Budget - with the first half of the year over, we will begin looking at numbers for next year's budget. Start thinking 2009!
- H.A. Berkheimer 2007 – The Township received an audit report from Michael T. Nardone, CPA. on the collection of earned income by Berkheimer. Copies of the report were submitted to the Board.
- Network - the new network is up and running. The system is now ready for remote access. Please give it a try!
- GIS – The Tier III Consortium Agreement was sent to the county on June 29, 2008. Ms. McVaugh and Mr. Eastburn are working on purchasing and implementing an ArcView license.
- Avon Grove Regional Emergency Management – a resolution was prepared to adopt the March 2008 changes to the ByLaws of AGREM. The Board of Supervisors approved the Bylaws at the July 9, 2008, meeting.
- Sunoco Progress Memo – Mr. Leis provided a report dated June 18, 2008 outlining the events from the last report. It was noted that the MTBE concentration of the influent water was measured at 3,000 ppb from the most recent sampling. The report will be transmitted on a bi-monthly basis.
- Right to Know Policy – A policy was prepared by the Solicitor that conforms to the Right to Know Law of 2008. The Staff tweaked the policy to make it more understandable and cost effective for the Township.

Additional information is needed before the resolution can be considered for the Board's agenda.

- Intergovernmental
 - i. Chester County Consortium of Managers – The monthly meeting was held in June and the guest speaker was Carole Aichele, Chairperson of the County Commissioners. Mrs. Aichele presented a snapshot on the state of the County. Mr. Hugh Murray, Manager of Willistown Township, was elected President and I was elected Secretary/Treasurer of the Consortium for the next year.
 - ii. Emergency Management / PEMA Meeting – Mr. Walls and Mr. Eastburn attended a meeting at the Chester County Emergency Services Center in West Chester on June, 26, 2008. Discussions involved the importance of governmental agencies working together, and the use of proper PEMA forms to obtain monetary assistance.
 - iii. Colonial Pipeline and West Grove Fire Company – Mr. Eastburn attended a seminar conducted by the Colonial Pipeline Company at the West Grove Fire Company substation in New London on June 30, 2008. Colonial gave a brief history of their company, the importance of how to spot a potential problem with their pipeline, and how to deal with various incidents.

II. Planning Open Space and Codes

- Planning
 - i. Zoning Ordinance – the Planning Commission was scheduled to discuss the proposed zoning ordinance with Mr. Comitta at the July 3, 2008 meeting, but Mr. Comitta was unavailable. The discussion is being deferred to the August 7, 2008 meeting.
 - ii. Developments – the Staff was busy handling review letters and coordinating placement of plan review for the PC and BOS. The following were handled by Staff:
 - Downs – The Planning Commission has recommended approval of the plan to the Board of Supervisors subject to conditions. The current review clock will expire on August 7, 2008.
 - Brothers – Extension until November 21, 2008.
 - Insinga – The Planning Commission recommended preliminary approval of the plan. The current review clock will expire on July 17, 2008.

-Woods Edge/Posting of Financial Security Extension Request of June 19, 2008 – This request was reviewed by our legal counsel and it is recommended that we grant a six month extension.

-Hess Mill Lots 6 & 8 – A number of waivers were discussed with the applicant and their acceptability to the Township.

- Open Space

- i. D'Andrea – Assisted Mr. Geoghegan by providing sketch plans for the grant application.
- ii. Pierson – Has been in discussion with the Open Space Committee.
- iii. Grant for Trees – The Pennsylvania Horticultural Society provided a check of \$125 which is the final payment toward the completed Botanical Survey.
- iv. Challenge Grant – A resolution was prepared and presented to the Board of Supervisors for the July 9, 2008 meeting. The grant request included a total amount of \$600,000 for several unidentified parcels.

- Codes

- i. Methodist Church – the pastor requested a temporary U&O with the intention of planting 40 azaleas in the fall.
- ii. Avon Grove Charter School – the flashing warning device located on Rt. 896 is to be reactivated for school opening 2008. There was communication between the Township and the Charter School advising the Charter School of their responsibility for activating the flashing device.
- iii. Presbyterian Church – The Codes Officer issued a “stop work” order for the church because of sewer permit difficulties with DEP and the Chester County Health Department.
- iv. Chisel Creek Golf Club – a report from John Boxler was submitted to the Township. The information is shared with Duane Brady and Stan Corbett. The operation of Chisel Creek appears to be in compliance with the conditional approval. By separate message, Mr. Boxler sent me an email seeking an extension of time to remit a \$5,000 escrow fund and \$1,650 annual payment for the on-lot sewage management agreement. Mr. Boxler is seeking an extension of time to remit the required fees.

- v. Baughman property – Mr. Gerald McCormick, an attorney representing Mr. Baughman, 381 School House Road, has sent a letter to the Solicitor regarding his client constructing an accessory building on the lot. Mr. McCormick sent his legal theory to Mr. Pompo for review and a response.

III. Historical and Parks

- Historical
 - i. Kemblesville Historic Sign – The Historical Commission requested that a sign be acquired and installed by PennDOT. The sign will include a message “Welcome to Kemblesville Historic District”. The sign is on order and will soon be installed by PennDOT.
- Parks
 - i. Vandalism – during the evening of June 19, 2008, the following vandalism occurred at the Elwood L. Crossan Park:
 - Fecal matter was smeared on the men’s room floor.
 - Someone tried to remove the toilet seat from the women’s room.
 - A swastika was painted on the road.
 - Graffiti was sprayed on virtually all of the park signs except for the wooden park rules sign.
 - One of the picnic tables was unbolted from the lower pavilion and moved to the parking lot.
 - An expletive in large letters was spray painted in the grass.
 - A graphic picture was spray painted on the dumpster.
 - Someone broke into the army conex box and tried to steal the John Deere Gator. They tried to take off the dash of the Gator and damaged the ignition switch. The State Police were called and a report was filed.
 - ii. Crossan Park Turf Condition – Mr. Eastburn consulted with Nancy Bosold of Penn State regarding the condition of our athletic fields and the lack of rain. Because of the dry conditions, the grass has turned brown and gone dormant. Ms. Bosold believes that most of the grass will come back once we have sufficient rain. Ms. Bosold and Mr. Eastburn agreed that the mowers should stay off of the athletic fields until the grass starts growing again.
 - iii. Repair to Basketball Court – Mr. Allen and Mr. Eastburn worked together to convince Malloy Paving to donate time and materials to repair, at no cost to the Township, an approximate 12 foot long crack in the basketball court.

IV. Roads, Sewer and Property

- Roads
 - i. Flashing Beacon at Rt. 896 and 841 – The Township approved a resolution that was submitted to PennDOT seeking permit approval for erection of the flashing device at this intersection.

- ii. AGCS Flashing Warning Device – The Township received an approved permit from PennDOT to activate the signal on Rt. 896 for the Kemblesville School. The hours of operation are between 8:00 to 9:00 am, 11:00 am to 12:45 pm and 3:00 to 3:30 pm.
- iii. Road Maintenance – the Board approved a 30-day extension of the Yardworks contract. The bids received in June were rejected and re-bid because of a technicality that would have cost the Township more money. Bids were opened on July 10 and award is expected on July 16.
- iv. 2008 Road Program – The remaining items to be completed are the repairs of the inlet boxes. Mr. Allen assures staff that Malloy will be completed by their July deadline.
- v. West Bradford Township Sodium Chloride Consortium – Franklin Township has joined the West Bradford Salt Consortium for the 2008/2009 Winter Season. This will be the 3rd year we are participating in the consortium. The Township used a 2:1 ratio (salt:antiskid) last year. Staff feels that using more salt to antiskid gave us an advantage in battling Mother Nature.
- vi. Auburn Road – The Manager and Assistant Manager met with Jack Cunningham of Chester Water Authority to investigate the rough road condition at the northeast intersection with Clay Creek Road. The existing water line is at least 10' off the traveled portion of the road and therefore, CWA isn't responsible for the patches and rough condition.
- vii. Hillcrest Drive – Messrs. D'Orazio, Allen and Eastburn worked together to develop a solution to repair a large culvert pipe under Hillcrest Drive. This involved Mr. D'Orazio fabricating a sleeve to fit inside of the pipe which was then welded in place. Mr. D'Orazio will do some minor maintenance to the headwalls and also work to improve the flow of water run-off around the headwalls.
- viii. 118 Peacedale Road / Ponding Water Issue – Mr. D'Orazio and Mr. Eastburn investigated a concern by the resident at this address that water is ponding at the end of his driveway. A swale will be created so this issue will be resolved.
- ix. Elevated Cut – Mr. Henry of Mt. Rocky Trucking is now using a boom mower to assist his crew while they are doing the elevated cut. A vast improvement should be noticeable.
- x. Mt. Olivet Road – On June 26, 2008, Mr. Eastburn was contacted by Mr. D'Orazio of Yardworks regarding the deteriorating condition of an old stone crossing on Mt. Olivet, adjacent to the Nowland property. For safety purposes, Mr. Eastburn posted "No Truck" signs borrowed from New Garden Township on either side of the crossing.

At an onsite meeting on June 30, 2008, Mr. Scott Allen, Dan Miloser of the Chester County Conservation District, Mr. D'Orazio and Mr. Eastburn discussed the options for fixing this stone crossing. Mr. Allen feels that an inspection should be done and has submitted a proposal to the Township. Mr. Miloser stated that he may be able to help the Township obtain an emergency permit for the repairs since this involves flowing water. Mr. Miloser is checking with his superiors to see if there are additional funds available to repair the stone crossing.

On a separate issue, Messrs. Allen and Miloser feel that the objective of the Mt. Olivet Road Project has been achieved and both are pleased with the project. Mr. Miloser suggested wetland plants be planted near one of the pipes. He expects to be able to supply the funding so that there will be no cost to the Township; Mr. Miloser will follow up with an email outlining the discussion.

- xi. Roadside Mowing – The Township opened bids for mowing the roads of the Township on July 2, 2008 and they are as follows:
 - 1. All Seasons Landscaping Co. \$2,400 (Shoulder mowing) and \$16,000 (Brush cutting) or total of \$23,200.
 - 2. Mt. Rocky - \$3,875 (Shoulder mowing) and \$6,750 (Brush cutting) or total of \$18,375.

The Board awarded the bid to Mt. Rocking Trucking at the meeting of July 9, 2008.

- Sewer

- i. Lexington Pt. Sewer Plant – Vince Pompo prepared the Oversight Agreement which is currently under review by the Board. The agreement was forwarded to URS for their review and recommendation. A message was emailed to the members of the Chester County Consortium of Managers asking the question whether anyone has experience with the sale of a sewer plant, and if so, what the potential value is. The survey result was that no one had experience with receiving revenue from Little Washington. A meeting was held between Vince Pompo, Mark Thompson, Russ Tatman, Sandi Morgan and Steve Ross to discuss the agreement. The agreement will be further revised and submitted to the Board before approaching Little Washington with an amended version.
- ii. Sewer Survey - At the June meeting, Mr. Stan Corbett, URS, presented the results of the sewer survey to the Board. Mr. Corbett forwarded a copy of the study to DEP and we are now awaiting their response to the survey.

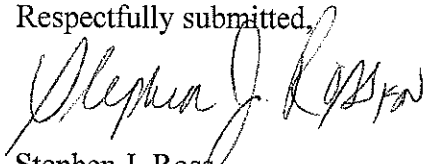
iii. Act 537 – Mr. Corbett advises that he submitted the required information to DEP in order for the Township to obtain reimbursement for past planning expenses related to sewer issues. Following their review, DEP will either seek more information or reimburse the township approximately \$20,000±.

- Property

- i. Fence on property line – the fence along the north eastern property line is deteriorating and requires replacement. The neighbor on the other side of the fence communicated with Mr. Eastburn. This should be considered in the 2009 Budget.
- ii. Planting Area – Mookie Reich has done a great job with the planting area in front of the Township office! Once he returns from vacation, staff understands that he will construct a bird bath around the wellhead to finish off the project.

This concludes the report of the Manager and Staff.

Respectfully submitted,



Stephen J. Ross
Interim Township Manager