

**Franklin Township Manager and Staff Report**  
**October 15, 2008**

This is the monthly report of the Interim Township Manager and Staff for the period of September 17, 2008 through October 15, 2008. The following staff people are retained to provide support to both the Board and general public: Jeff Eastburn, Sharon Norris, Eileen Rembecki, John Hocking, Joan McVaugh, Duane Brady and Steve Ross. This is the last monthly report for Mr. Ross since his final day of employment is October 17, 2008. The following activities and accomplishments were handled by the Staff since the last reporting period:

**I. Administration**

*a. Finance*

1. 2009 Budget – The Treasurer has been working to complete the 2009 budget and distribute the document no later than October 29, 2008 and possibly several days before. The Board will begin reviewing and giving tentative approval of the proposed budget at the November Workshop Meeting. In the event the Board can't arrive at consensus at the November 12 meeting, another meeting in November is possible being the 19th. The Staff is proposing that final adoption should occur at the December 10, 2008 meeting. Again, if that date isn't possible, the Board can meet on December 17<sup>th</sup>, but traditionally, this second meeting has been cancelled because of the holidays. The Township is required to provide a period of 20 days between the time of preliminary approval and final adoption.
2. Developer Delinquent Payment – The Board received a listing of money owed the Township by various developers.
3. Liquid Fuels Allocation – The Township received notice from PennDOT advising that in 2009, \$130,016.87 will be the annual allocation. It was explained that because of current economic conditions and the high price of motor vehicle fuels, the revenue from liquid fuels has declined. In comparison, the 2008 amount the Township received was \$134,903.45.
4. Foreign Fire Insurance - The Township received \$36,689.78 from the Commonwealth that is earmarked for the Volunteer Fire Relief Association. The money will be forwarded to the two Volunteer Fire Companies.

- b. Fall Newsletter – A meeting was held with Carla Lucas regarding the contents of the next newsletter. The newsletter is scheduled to be sent to property owners at the end of October or early November. The following subjects are being considered for the newsletter:
  - 1. Eagle Scout Projects at Crossan Park.
  - 2. Picture of Mookie at the Twp Building gardens.
  - 3. Borrowing of \$3.5 million.
  - 4. Septic Management and need to pump systems.
  - 5. Information on Act 209.
  - 6. Historic and Wendy moving from area.
  - 7. Winter snow plowing.
  - 8. The opening of AGCS.
  - 9. Bird survey
  - 10. Colonial Pipelines and spotting problems
  
- c. Comcast – Notice was provided by Comcast that the average customer will receive an increase in their monthly charges of 3.5% beginning November 1, 2008. The proposed ordinance is awaiting the BOS to authorize advertising following individual review by each of the Board members.
  
- d. Codification – The codification is ready to go for final adoption once the zoning ordinance receives final approval. The Manager has been in constant touch with Ken Rotz in order to bring this project to final conclusion.
  
- e. Chester Water Authority – Notice was received from CWA advising that hydrants located within Franklin Township will be flushed during the month of September and brief period of October.

## II. Planning, Open Space and Codes

- a. Planning
  - 1. Zoning Ordinance – The proposed ordinance was reviewed by the Planning Commission. Initially it was thought that adoption had to be deferred until December, however, through Mark Thompson and Jen Leister, a process was developed that permits adoption at the November 19 meeting. This will assist the Township in completing the grant process and receipt of funds by year end.
  
  - 2. Developments – The following developments were handled for this reporting period:

- (a) Insinga Subdivision – The Pa. DEP granted an exception to the Official Sewage Facilities Plan for the 5-lot development.
- (b) Brothers Properties – The Pa. DEP granted an exception from Sewage Facilities Planning for the 3-lot development.
- (c) Sarana (Davis) – The preliminary subdivision plan received approval by the Planning Commission and Board of Supervisors. The approval included conditions that will be incorporated into the final plan.
- (d) Baughman – Mr. Baughman continues to stop at the Township seeking approval for placing two structures on his thirteen acre property. The Staff has been working with the personnel of Register Engineering advising of the options for Mr. Baughman. Mr. Baughman signed off on a Franklin Township Sketch Plan Review Form in which he agrees to pay all costs and expenses associated with the review of his plan.
- (e) McCleary Subdivision – Received a letter from Pa. DEP regarding their acknowledgement that the sewage facilities planning is not required for the subdivision. The plan has now been recorded by Lamb's Office.
- (f) Lexington Point – The applicant is proceeding with construction of the pump and haul system at the site.

*b. Open Space*

1. PECO Grant – Assisted Mr. Geoghegan regarding the filing of a \$10,000 grant to assist in the Trail Network Program.
2. Downs Property – The Township Staff through the Solicitor and Staff of Natural Lands Trust provided documentation for the Board to approve the conservation easement, trail easement and agreement of sale between the Township and property owner.
3. Walker Road Property – The Staff assisted the Natural Lands Trust in preparing a letter being sent to Chester County seeking approval for additional funding for

acquisition of a property to be owned and managed by Natural Lands Trust.

4. Chesterville Road Property – The Staff assisted the Natural Lands Trust with preparing a letter being sent to Chester County seeking approval of funds for the acquisition of a property to be eventually owned and managed by Natural Lands Trust.

*c. Codes*

1. Lexington Point – The Codes Officer issued a temporary occupancy permit to Keystone Custom Homes for the temporary sales office trailer located at this development.
2. Paradox Vineyards – The Codes Officer issued a letter to the owners relative to the uses being conducted on the property and the need to provide a land development plan.
3. 107 Cavender Lane – Codes Officer sent a notice of violation for growth and maintenance of weeds and vegetation to this property.
4. Chisel Creek Golf Club – The Township received the quarterly report from John Boxler regarding the status of the club for the 3<sup>rd</sup> quarter.

### **III. Historical and Parks**

- a. Historical* – Waiting for the HARB members to provide direction to PennDOT on finding a location for the historic Kemblesville signs.

*b. Parks*

1. Weed and Feed Program – The latest round of the weed and feed program for the athletic fields have been completed. Based on a recommendation from Nancy Bosold of Penn State regarding our new field, the Township moved the seeding from November to the September application and we included an additional aeration.
2. Pine Trees – Cell Towers – Carol Brown of Crown Castle reported to staff that LJH Landscaping was hired by her company to spray the pine trees around their cell tower. Ms. Brown has also been notified that one of the pine trees is completely dead and she is now looking into the situation. Patrick Solitario of American Tower informed Mr. Eastburn

that the trees around their site will be sprayed by the end of October.

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

##### **a. Roads**

1. Act 209 – The Board conducted a public hearing to consider adoption of the Capital Improvement Plan (Resolution 2008-18) and Ordinance (2008-02) that amends the Traffic Impact Ordinance and fees for both the east and west districts.
2. Hunting Hill Drive / Donald Gregg Property – Messrs. Eastburn, Allen and D’Orazio met with the property owner and discussed the problem of a deteriorating concrete swale that carried stormwater from Hunting Hill Drive across the Gregg Property. The Solicitor advised that the Township is responsible for repairing the swale which is located on private property. A temporary construction easement must be obtained from the property owner (Gregg). Bob McClintock and Scott Allen will provide necessary information including an agreement with a description of the construction area. It will require the signature of the property owner prior to any work commencing. The Board authorized the expenditure of \$6,500 for the repair of the concrete swale at their October 7, 2008 meeting.
3. MS4 – The Township was notified by Pa. DEP that the NPDES Permit has been extended to March 9, 2010. The permit was to expire on March 10, 2009. The Department is advising that the Township should continue to enforce this important program.
4. Franklin Road Dirt and Gravel Road Program – Scott Allen of McCormick Taylor prepared the Chester County Dirt and Gravel Road Program Application for Franklin Road. With the Dirt and Gravel Road Program, the Chester County Conservation District places emphasis on projects that have a positive environmental impact, as well as making the roadways more drivable.
5. Roadside Mowing – Mr. Eastburn gave Mt. Rocky Trucking authorization on October 3, 2008, to proceed with mowing the road banks.
6. Snow Removal for 2008 / 2009 – The bids were opened on October 9, 2008. The Township received a single bid from Yardworks Inc. in the amount of \$55,070 with a bid bond in the amount of 10% of their bid or \$5,507.

Please refer to Mr. Eastburn's memo of October 9, 2008 for further information.

*b. Sewer*

1. Act 537 Reimbursement – Through the assistance of Stan Corbett of URS, the Township submitted an application for reimbursement to DEP for sewer related expenses that began in the late 90's. This was a difficult undertaking because a lot of expenses could not be found and the former planner, Wayne Grafton, didn't have copies of the backup data. The request for reimbursement is \$39,022.

I have enjoyed working in Franklin Township for the past 3 ½ years and I wish the best of luck and good fortune to all the Township folks with whom I've been affiliated.

Respectfully submitted,

Stephen J. Ross  
Interim Township Manager