

APPROVED

FRANKLIN TOWNSHIP BOARD OF SUPERVISORS' MINUTES February 17, 2016

Call to Order:

Mr. Auerbach called the meeting to order at 7:02 p.m. Present were Supervisors Schenk, Torres and Snyder. Supervisor Dea was absent. Also present were Historical Commission and HARB Chairman Paul Lagasse, Township Solicitor Mark Thompson, Manager/Treasurer Joan McVaugh and Secretary Sharon Norris. Planning Commission Chairman Dave Hoffman arrived at 7:06 p.m. There were 4 members of the public in attendance.

The meeting was commenced with the Pledge of Allegiance to the Flag.

Announcements: There will be an executive session after tonight's meeting to discuss land, personnel and legal issues.

Public Comment: There was no public comment.

Approval of Minutes:

- a. *BOS Minutes of January 4, 2016:* Mr. Auerbach moved, seconded by Mr. Snyder, that the Board approve the January 4, 2016.v.3 Minutes as presented by the Township Secretary. Motion passed 4-0.
BOS Minutes of January 20, 2016: Mr. Auerbach moved, seconded by Mr. Snyder, that the Board approve the January 20, 2016.v.2 Minutes as presented by the Township Secretary. Motion passed 4-0.
- b. *Disposition of Records – Resolution 2016-09:* Mr. Auerbach moved, seconded by Mr. Torres, that the Board approve Resolution 2016-09 regarding the Disposition of Records for the Board of Supervisors' meetings of January 4th and January 20th, 2016, and the Planning Commission Meeting of November 5, 2015. Motion passed 4-0.

Reports:

- a. *Treasurer's Report for January 2016:* Mr. Auerbach moved, seconded by Mr. Snyder, that the Board approve the January 2016 Treasurer's Report which includes the following disbursements: The General Fund with disbursements and transfers of \$149,354.49; the Park & Recreation Fund with disbursements of \$4,460.40; the Open Space Fund with disbursements of \$87,363.94; the Emergency Services Fund with disbursements of \$149.97; and the Fire Hydrant Fund with disbursements of \$580.80, leaving a balance in all funds totaling \$459,432.68.
Discussion: Mr. Torres noted a posting error on pg. 3, under Road Maintenance, account #430.520 Mowing – that amount should be posted to account #430.330 Road Maintenance/Repair. Motion carried 4-0.
- b. *2015 Audit Report:* Ms. Pam Baker of Barbacane Thornton presented an overview of the Township's 2015 audit. She explained the auditing process and what controls the auditors look for on a regular basis. Ms. Baker advised that the Township received a clean report overall with no recommendations for improvement. She complimented the Township on its financial management practices and specifically Mrs. McVaugh for a job well done. Ms. Baker also noted that electronic vendor files present an excellent opportunity for fraudulent

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activities and cited Mrs. McVaugh's vendor files as being exemplary and one of the best systems they have reviewed. The audit will be advertised in the Daily Local News and posted on the Township's website at www.franklintownship.us.

- c. Zoning Officer's Report January 2016: Mr. Auerbach reported that during the month of December, 5 new permits were issued (3 for new homes) and 13 various inspections were performed. Building/zoning fees collected were \$7,126.15; Recreation and Impact fees were \$14,675.07; and, \$2,000.50 in miscellaneous fees were collected. There are no zoning issues.
- d. HARB/HC Reports: Chairman Paul Lagasse advised that neither the HARB nor Historical Commission met in February.
- e. Franklin Sportsman's Association (FSA) Report: Mr. Jim German of the FSA reported that the 2015-16 deer season ended on January 21, 2016. Membership remained consistent and there were no related issues reported. The harvest was low due in part to the warm weather – only twelve deer were taken. The FSA continues to provide excellent community service to the Township including road cleanup, cutting the trail on the Ford Farm, monitoring the preserves as well as installing the Township flagpole. Mr. German advised that the FSA plans to plant a small garden around the flagpole and will continue the clean up on the Goodwin Preserve and the gardens at Crossan Park, as time permits. Mr. Auerbach thanked the FSA for their continuing efforts on behalf of the Township and for being good stewards of the land. Mr. German expressed appreciation for the opportunity to hunt the preserves.

Planning and Zoning:

- a. Planning Commission (PC) Report: Planning Commission Chairman Dave Hoffman reported on the February 4th PC Meeting at which they discussed the Keen 3-lot subdivision and reviewed ordinance revisions including definitions and the section on horses. Details may be found in the approved minutes of the February 4th meeting.

Escrow Release:

- a. Wyndemere Phase 2 – Release No. 11: Mr. Auerbach moved, seconded by Mrs. Schenk, based on the recommendation of the Township Engineer, to authorize Escrow Release No. 11 for Wyndemere Phase 2 in the amount of \$41,818.81. Motion passed 4-0.

New Business:

- a. Keen 3-lot Subdivision: Mr. Auerbach moved, seconded by Mr. Snyder, that the Board of Supervisors, based on the recommendation of the Planning Commission at their February 4, 2016 meeting, regarding the Keen 3-lot Land Development Plan, grant the requested waiver to Section 401.3B requiring separate preliminary and final plans and that the Board waive the requirements for sidewalks (as noted in Section 22-710) and street lighting (noted in Section 22-711) due to the rural character of the area and that these waivers shall be added to the final approved plan.

Discussion: Mr. Auerbach explained that the basis for not requiring sidewalks and street lighting is the rural nature of the project and the reason for approving the waiver of the 2-plan process is because this is a simple uncompleted plan and historically the Township has approved this waiver request in similar situations. Mrs. Schenk noted an error on the first page of the plan under "Waiver Requested" where the section cited is incorrect. Mr. Torres questioned why a common driveway is proposed for lots 2 and 3. Mr. Romanelli of Wilkinson Associates explained that the owner's plan, approved in 2012, included a shared

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driveway based on sight distance. The parties interested in purchasing these properties would have to go back through the approval process in order to have separate driveways. He added that Chester County appreciates the common driveway because it creates less impervious surface. Motion passed 4-0

- b. Appointment to the Historical Architectural Review Board (HARB): Mr. Auerbach moved, seconded by Mr. Torres, that the Board appoint Mr. Chuck Phillips to fill the Architect position on the Historical Architectural Review Board to a term expiring on December 31, 2017. Motion carried 4-0.
- c. Communication Tools for the Township: Chairman Auerbach introduced this topic for discussion due to his concern that the Township newsletter is time consuming to produce and expensive to publish and in his conversations with residents, it became clear that the newsletter was seldom read. He is interested in the Board's opinion regarding the development of a Facebook page. His intent is that it will be for information only and not for comments, with a link to the Township website for additional information. He asked Franklyn Norris, the Township's Webmaster, to attend a recent staff meeting to discuss alternatives for improving the Township's communication with the residents. Mr. Norris has upgraded the website to allow residents to view it easily from their smartphones. It was the Board's consensus to move forward with establishing a Facebook page. There will be a more detailed discussion at next month's meeting when all Board members will be in attendance and Mr. Norris will be invited to attend to discuss the Township's options and answer the Board's questions.

Public Comment: There was no public comment.

Adjourn: The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Sharon Norris

Sharon Norris

Township Secretary

BOS Mtg. 02.17.16.v.2.ER