

**Penn Township
Board of Supervisors
Regular Meeting Minutes
Wednesday, September 1, 2010**

The Penn Township Board of Supervisors held their Regular Meeting on Wednesday, September 1, 2010 at 6:00 p.m. at the Penn Township Building, 260 Lewis Road, West Grove, PA 19390.

Present: Curtis Mason, Chairman Jackie Combs, Office Mgr.
 Robin Marcello, Vice-Chair Jane Finnen, Treasurer
 Victor Mantegna, Supervisor Skip Elvin, RoadMaster
 Tom Barlow, Supervisor Scott Allen, Twp. Eng.
 Bill Finnen, Supervisor Twp. Residents

1. **Call to Order:** After salute to the flag, Chairman Mason opened the Regular Meeting.

2. **Public Comment:** Dave Murtagh, Developer for Jenners Commons, asked about 2010-04 Ordinance. Providing for connection to and use of the Penn Township Sewerage System. He stated this would put a lot of expense on the commercial users. Supervisor Mason stated that we need to upgrade our system to meet current guidelines; this is going to be very expensive, but necessary. Our fee schedule is yet to be approved at this time. Dave asked that we try and control the costs. Supervisor Mason stated that no upgrades have been done since 2000, when the developers put together the Phase II upgrades.

3. **Approve Minutes:** Supervisor Mason made a motion to approve the August 18, 2010 Minutes. Seconded by Vice-Chair Marcello – all in favor.

- 4A. **Treasurer's Report:** Vice-Chair Marcello made a motion to approve the Treasurer's Report and pay all invoices as presented. Seconded by Supervisor Barlow – all in favor.

- 4B. **Planning Commission:** No Report.

- 4C. **RoadMaster Report:** Skip Elvin stated that he would not recommend to the Board of Supervisors to take back any state highway transfer (turnback) projects as outlined in the July 30, 2010 PennDot Letter. Supervisor Finnen stated that several box culverts had been indicated on the drawing. Most of the culverts are on Ewing Road and they need to be worked on. The road bids for line painting are to be awarded September 15, 2010. Skip stated he had received a proposal for asphalt maintenance of the municipal building parking lot from a company in Downingtown. After discussion, it was decided to try and get a few other proposals and look at them in October. Skip will contact other sources for proposals.

- 4E. **MS4, Rec., etc. Report:** Karen Busby issued the August Report. She stated that the MS4 Project was moving forward with good reviews from the State. The picnic had record income from the Commercial Business Owners. She would request the Board of Supervisors to go over the schedule of events for 2011 listed on this report and share input. Supervisor Mantegna made a motion that the Office Manager change the Park Rental Agreement for Large Events over (100 People) to require the renter to engage a professional parking service, provide additional portable potties and hire our park maintenance staff for the event of a cost of \$20.00/hour. Seconded by Vice-Chair Marcello – all in favor.
- 5A. **Jackson Immuno Research:** Scott Allen discussed the Jackson Immuno Release. Supervisor Mantegna made a motion to approve Release Application No. 1 for \$477,621.39, which leaves a fund balance of \$70,623.11. Seconded by Vice-Chair Marcello. Finnen: yes, Barlow: yes, Mason: no, Marcello: yes, Mantegna: yes.
- 6A. **Resolution 2010-10:** Chairman Mason asked for the Board of Supervisors to review Sewer Rate Fee Resolution 2010-10 and Ordinance 2010-04. The Ordinance 2010-04 is adopted, but the Resolution 2010-10 must be adopted to complete this issue.
- 8B. **Subdivision Book Update:** Vice-Chair Marcello made a motion to have Marcella Peyre-Ferry Proposal for typing approved. Seconded by Supervisor Finnen – all in favor.
- 8C. **Dead Tree Removal:** Tabled – Skip will look into and possible get proposals.
- 9A. **Consultant Review without Escrow:** Chairman Mason made a motion that if no escrows are posted for a property or project and consultants review is necessary, then the consultant must bill the project not the township. Seconded by Supervisor Barlow – all in favor.
- 9B. **Letter's Prepared for Review from Consultant:** Chairman Mason asked that correspondence from the Consultant be reviewed by the Board of Supervisors. Reviews should be mailed directly to the office and distributed by the office.
- 9C. **Proposal from Wagoner's Custom Contracting, Inc.:** Chairman Mason made a motion to have the Proposal for repairs to the Merry-go-round for \$960.00 be approved. Seconded by Supervisor Mantegna – all in favor.

Supervisor Mantegna made a motion to have Wagoner's Custom Contracting do the repairs to the rain-gutters and the furnace stack for a quote of \$1,036.00. Seconded by Vice-Chair Marcello – all in favor.

BOS Meeting Minutes – 9.1.2010
Page 3

Supervisor Mantegna made a motion to adjourn the meeting. Seconded by Supervisor Barlow
– all in favor.

Respectfully Submitted,

William A. Finnen