



THORNBURY TOWNSHIP DELAWARE COUNTY

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BOARD OF SUPERVISORS:

James H. Raith
James P. Kelly
Sheri Perkins

*Public Meetings
1st & 3rd Wednesday of each month*

MINUTES

Thornbury Township Board of Supervisors Public Meeting Wednesday, April 1, 2020

The Thornbury Township Board of Supervisors held a Public Meeting, Wednesday April 1, 2020, via Teleconference, hosted at 6 Township Drive, Cheyney PA. Chairman Raith called the meeting to order at 7:00 p.m. with a salute to the flag.

PRESENT:

James H. Raith, Chairman
James P. Kelly, Vice Chairman
Sheri L. Perkins, Supervisor
Jeff Seagraves, Township Manager
Geoffrey Carbutt, Township Secretary
Sue Howat, Technical Support
Kenneth D. Kynett, Esq., Township Solicitor
Michael Ciocco, PE, Township Engineer
Charles Faulkner, PE, Township Sewer Engineer
Nathan Podgurski, Jr. Supervisor
Other Attendees: 5

Chairman Raith began by wishing everyone good evening and thanked them for attending the April 1, 2020 Public meeting of the Thornbury Township Board of Supervisors. He then stated the Board met in a brief Executive Session to discuss legal and real estate matters. Jim then mentioned we are meeting tonight Via Teleconference due to the Emergency State of Affairs and that this meeting has been advertised in the Delaware County Times on March 26 and March 30, on our website www.thornbury.org, and posted at the township building. This meeting is being recorded and will be available to the public upon request.

The meeting set up will allow public comment on agenda items before votes are taken and also during the public comment period of the meeting. Because participants are only identified by phone number when you call in, Jeff Seagraves our Township Manager, will ask you to identify yourself so that we know who is commenting and also be able to track who is attending the meeting. To ensure accuracy of the record, please identify yourself and your address before issuing your comments. If you do not have the opportunity to provide comments or questions, please email Mr. Seagraves at Jeff@thornbury.org and we will attempt get your comment or question read before the end of the meeting. If that does not occur, we will enter your comment or question into the recorded minutes of the meeting.

APPROVAL OF CHECK REGISTERS

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the General Fund check register in the amount of \$**62,582.65**, for the period March 19 through April 1, 2020, was approved. Chairman Raith called for comment. There was no comment.*

On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, the Sewer Fund check register in the amount of \$22,919.24, for the period March 19 through April 1, 2020, was approved. Chairman Raith called for comment. There was no comment.

APPROVAL OF MINUTES

On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the Wednesday, March 18, 2020 Work Session Meeting minutes were approved as presented. Chairman Raith called for comment. There was no comment.

BOARDS AND COMMISSIONS

PARKS & RECREATION

No one from Park & Rec was present.

HISTORICAL COMMISSION

Ric Miller mentioned two updates, to the two interpretive panels for the Springhouse and Summer Kitchen and the PA Sons of the Revolution Brandywine Battlefield wayside marker. The Board thanked Ric and Chairman Raith mentioned he and Jeff will go over the revisions.

PLANNING COMMISSION

No one from the Planning Commission was present.

SEWER ADVISORY COMMITTEE

Ted Jacquet mentioned Sue Howat's web site information and notifying residents about not putting sanitary wipes in the sewer and septic systems. The Board thanked Ted and Chairman Raith mentioned that has become a problem in other municipalities.

ENVIRONMENTAL ADVISORY COUNCIL

No one from the EAC was in attendance.

LIBRARY BOARD

Jean MacKenzie mentioned refurbishing the public bathrooms and we are doing everything we can to help the County. She also mentioned a possible pick-up and take a book to take home at the Library.

Jr. SUPERVISOR

Nathan Podgurski reported, unfortunately, due to the pandemic, our state governor Tom Wolf previously ordered a closure of schools all across the state. Because of this, the West Chester Area School District's schools have been closed since the 13th of March and intend to remain that way until at least the tenth of April. All extracurricular activities have thus been postponed as well. This week, however, is the first week Rustin began its use of Zoom for online meetings between students and teachers. However, ten of Rustin's students have been chosen to receive the Spellman Humanitarian Award as recognition for their countless hours of community service and dedication. Finally, before all the chaos, Rustin's presentation of "Seussical the Musical" was a big success. The Board thanked Nathan.

AGENDA ITEMS

Ken Kynett mentioned the need to ratify the March 18th Work Session remotely.

On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, ratifying conducting the March 18th Work Session remotely via video and teleconference, was approved. Chairman Raith called for comment. There was no comment.

Ken Kynett mentioned the need to hold meetings via teleconferencing until further notice.

On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, conducting the Board's Public and Agenda meetings remotely via virtual format which allows for public participation, such as video or teleconferencing, until further notice as well as the advertising of same, was approved. Chairman Raith called for comment. There was none.

Ken Kynett detailed the amended settlement closing on the property at 140-142 Glen Mills Road.

On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, the first Amendment to Agreement of Sale extending the settlement date for the property located at 140-142 Glen Mills Road from April 13th until May 13th 2020, and further to authorize the Township Manager, Jeffrey T. Seagraves, to execute and deliver any and all affidavits, assignments, documents or other instruments on behalf of and in the name of Thornbury Township, as necessary or required to close and settle on the Agreement of Sale including those required by the United States Postal Service in connection with the assignment of the lease for 142 Glen Mills Road, was approved. Chairman Raith called for comment. There was no comment.

Ken Kynett explained the settlement balance on the property at 140-142 Glen Mill Road.

On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the Settlement funds for the balance of the purchase price and closing costs for the properties at 140-142 Glen Mills Road, at cost not to exceed \$795,000.00, was approved. Chairman Raith called for comment. There was no comment.

Mike Ciocco reported on the 2020 Road Program contract recommendation.

On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, awarding the 2020 Road Program contract to Glasgow, Inc. including the Base Bid, alternates 1 & 2 for a grand total amount of \$262,556.30, was approved. Chairman Raith called for comment. There was no comment.

Jeff Seagraves mentioned the extension on all Sewer payments.

On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, deferring all Sewer Rent and Sewer Infrastructure Loan Payments to the following Quarter, was approved. Chairman Raith called for comment. There was no comment.

PUBLIC COMMENT

Jean MacKenzie thanked everyone for the effort getting the information out to us.

STAFF REPORTS **TOWNSHIP MANAGER'S REPORT- Jeff Seagraves**

Jeff reported we have updated residents daily since March 23, 2020 sometimes sending out several messages per day.

We closed the Frisbee golf course this week but our parks and trails remain open. All of our parks are getting a lot of use and we have emphasized through communications to residents

the need to exercise proper social distancing.

Jeff has been meeting daily with our staff via video conference and we are trying to stay up to speed on all of our tasks as best as possible while they work remotely.

He has been in regular contact with our emergency management team and we are working on acquiring the go bags that we ordered in January.

We are issuing an update on scheduled events within the township. Below is a draft of what we are currently planning to send out. It is a first draft and we still need to finalize:

Easter Egg Hunt April 4th 2020 CANCELLED

Red Cross Blood Drive April 23rd 2020 UNDECIDED

Shredding Event April 18th 2020 POSTPONED

Bulk Trash & E-Waste Collection April 27, -May 1st 2020 POSTPONED

Dog Show May 16th 2020 UNDETERMINED

Founder's Day June 6th 2020 UNDETERMINED

SUMMER CAMP June 21st 2020 UNDETERMINED

Lastly Jeff mentioned we have a great staff, Sue Howat helped resolve an issue with Delco Emergency Management that they were not aware of and Art Risley has been in on a daily basis. The Board thanked Jeff for all of his hard work and they appreciate it very much.

TOWNSHIP ROADMASTER'S REPORT – Art Risley

The Roadmaster's report was submitted and is attached. Art was not present. The Board thanked Art. Chairman Raith mentioned the need for our Park maintenance.

TOWNSHIP SOLICITOR'S REPORT – Kenneth Kynett, Esq.

The Township Solicitor's Report was submitted and is attached. Ken mentioned the Conditional Use Hearing for 183 Locksley Road scheduled for May 20th and has been in contact with their attorney trying to extend that date so we don't have to try to have a public hearing via teleconference. Ken will keep the Board updated. Chairman Raith mentioned the lease with post office and the change of terms to better that situation. The Board thanked Ken.

TOWNSHIP ENGINEER'S REPORT – Mike Ciocco, PE

The Township Engineer's Report was submitted and is attached. Mike had nothing additional to report and will have contracts for signature for the next meeting. The Board thanked Mike.

TOWNSHIP SEWER ENGINEER'S REPORT – Charles Faulkner, PE

The Township Sewer Engineer's Report was submitted and is attached. Chuck reported the bids for Sludge Hauling are out and advertised and the EQ tank bids are due April 29. The Board thanked Chuck.

In closing, Chairman Raith asked everyone to stay safe and maintain safe distances.

ADJOURN

The meeting adjourned at 7:27 pm

Respectfully submitted,

Geoffrey Carbutt, Township Secretary

cc: Board of Supervisors

Kenneth Kynett, Esq.

Jeffrey Seagraves, Township Manager