

AGENDA
BOARD OF COMMISSIONERS
Monday, December 12, 2016 - 6:30 PM

Pledge of Allegiance

Notice of Executive Session on December 12, 2016

1. Consent Agenda
 - a) Disbursement Review and Approval: 2016-11C, 2016-11D, 2016-12A
 - b) Approval of Board of Commissioners meeting minutes of November 14, 2016 and November 21, 2016
 - c) Approval of Business Tax Settlement BPT-2016-01 in the amount of \$975,000
 - d) Resolution #2016-118 - Authorization to Award the Gasoline and Diesel Fuel Contracts

2. Commendation for Life Saving Award – Radnor Township Police Department
3. Public Participation
4. Committee Reports

PERSONNEL & ADMINISTRATION

- A. Ordinance #2016-11 – (**Adoption**) - Amending Section 5-70, Civil Service Provisions, Of Chapter 8 Of The Radnor Township Rules and Regulations
- B. Motion to Authorize an Additional \$15,000 to Cohen Law Group for the Negotiations of the Cable Franchise Agreements

COMMUNITY DEVELOPMENT

- C. Resolution #2016-120 – Appointing a Member to the Radnor Township Rental Housing Appeals Board to Fill the Remainder of an Unexpired Term Left by a Recent Vacancy

PUBLIC WORKS & ENGINEERING

- D. Resolution #2016-121 - SALDO Application #2016-SD-12 - **Final** – Minor Final Subdivision Plan – 824-828 Mill Road

FINANCE & AUDIT

- E. Ordinance #2016-15 - (**Adoption**) Adoption of the final comprehensive budget for 2017 which includes appropriations for 2017, the Five-Year Capital Plan and Five-Year Forecast, and establishing the Township Real Estate Tax and Sanitary Sewer Rates for 2017
- F. Resolution #2016-122 - Establishing the Wage and Salary Schedule for 2017
- G. Resolution #2016-123 - Allocating the December 31, 2015 Excess Fund Balance
- H. Discussion of the 2017 CARFAC priorities

PUBLIC HEALTH

PUBLIC SAFETY

PARKS & RECREATION

LIBRARY

Old Business

New Business

Public Participation

Adjournment

***RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
December 12, 2016***

The table below summarizes the amount of disbursements made since the last public meeting held on November 28, 2016. As approved by the Board, the Administration is now making weekly accounts payable disbursement batches and publishing those lists on the Township's web site at the following link. Please refer to those files for a detailed listing of the amounts paid by vendor by account code.

Link: <http://radnor.com/728/Disbursements-List>

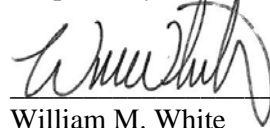
Fund (Fund Number)	2016-11C November 18, 2016	2016-11D November 23, 2016	2016-12A December 2, 2016	Total
General Fund (01)	\$305,375.10	\$58,307.10	\$96,311.82	\$459,994.02
Sewer Fund (02)	11,090.27	275.61	7,282.08	18,647.96
Storm Sewer Management (04)	917.61	63,949.66	0.00	64,867.27
Capital Improvement Fund (05)	0.00	14,289.97	0.00	14,289.97
OPEB Fund (08)	125,189.92	0.00	108.00	125,297.92.
Escrow Fund (10)	0.00	0.00	300.00	300.00
Police K-9 Fund (17)	0.00	80.47	0.00	80.47
\$8 Million Settlement Fund (18)	12,211.56	0.00	0.00	12,211.56
The Willows Fund (23)	0.00	0.00	396.52	396.52
Park & Trail Improvement Fund (501)	0.00	29,602.98	0.00	29,602.98
Total Accounts Payable Disbursements	\$454,784.46	\$166,505.79	\$104,398.42	\$725,688.67
<i>Electronic Disbursements</i>	n/a	n/a	n/a	\$636,441.26
Grand Total	\$454,784.46	\$166,505.79	\$104,398.42	\$1,362,129.93

In addition to the accounts payable checks, the Township also has various electronic payments including payroll, debt service, credit card purchases and fees as well as others from time to time. The attached table reflects all of the electronic payments made since the last public Board meeting as well as those anticipated prior to the next Board meeting.

The Administration has adopted various internal control and processing procedures to insure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored on a daily basis by members of the Finance Department and responsible employees of the various departments. The amounts included in the table above have been scrutinized as part of the internal control and processing procedures and have obtained the required approvals prior to disbursement.

If you should have any questions, please contact the Finance Department.

Respectfully Submitted,



William M. White
Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING

Estimated Through December 19, 2016

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	12/10/2016	11/16 Credit Card Revenue Processing Fees	\$5,000.00 *
Debt Payment	Various Funds	12/15/2016	US Bank GOB Series A 2015	\$93,118.76
Debt Payment	Various Funds	12/15/2016	US Bank GOB 2016	\$72,922.50
Payroll [Bi-Weekly] Transaction - Estimated	01-various	12/15/2016	Salaries and Payroll Taxes - General Fund	\$450,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	12/15/2016	Salaries and Payroll Taxes - Sewer Fund	\$15,000.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	12/15/2016	Salaries and Payroll Taxes - K-9 Fund	\$400.00
Period Total				\$636,441.26

Submitted:



* Credit card fees are charged to the Township's accounts on the tenth of the month

<u>Original Estimate</u>			<u>Actual Amount</u>
\$450,000.00	12/1/2016	Salaries and Payroll Taxes - General Fund	\$438,492.98
\$15,000.00	12/1/2016	Salaries and Payroll Taxes - Sewer Fund	\$12,971.91
\$400.00	12/1/2016	Salaries and Payroll Taxes - K-9 Fund	\$473.28
\$465,400.00			\$451,938.17
\$315,000.00	12/1/2016	Longevity - General Fund	\$319,792.21 *
\$13,000.00	12/1/2016	Longevity - Sewer Fund	\$11,328.01 *
\$328,000.00			\$331,120.22
\$186,839.03	12/1/2016	Police Pension Payroll	\$186,839.03
\$129,240.26	12/1/2016	Civilian Pension Payroll	\$129,240.26
\$316,079.29			\$316,079.29

TOWNSHIP OF RADNOR
Minutes of the Meeting of November 14, 2016

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

*Philip Ahr, President Luke Clark, Vice President Donald Curley John Nagle
Richard F. Booker James C. Higgins*

Absent - Elaine Schaefer

Also Present: *Robert A. Zienkowski, Township Manager; John Rice, Township Solicitor; William White, Finance Director; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Andrew Block, Lieutenant of Police; Christopher Flanagan, Lieutenant of Police; Kevin Kochanski, Director of Community Development; Tammy Cohen, Director of Community Programming & Recreation; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.*

President Ahr called the meeting to order and led the assembly in the Pledge of Allegiance

Notice of Executive Session on November 14, 2016

All commissioners were in attendance with the exception of Commissioner Schaefer at the November 14, 2016 of real estate, personnel and litigation were discussed.

1. Consent Agenda

a) Disbursement Review and Approval: 2016-10C, 2016-10D and 2016-11A

~~*b) Approval of Board of Commissioners meeting minutes of October 10, 2016 & October 24, 2016*~~

~~*c) Staff Traffic Committee Meeting Minutes - October 19, 2016*~~

d) Resolution #2016-108 - Approving the purchase of one (1) new vehicle for use by the Radnor Township Police Department (Car #18 was demolished in a vehicle accident, Incident #160013894 on October 7, 2016 at East Lancaster Avenue and North Radnor Chester Road. Insurance is covering the total value of the vehicle)

e) HARB Consideration:

- HARB-2016-17 – 125 Runnymede Avenue – Add front porch back on to the home, 2nd floor rear master bedroom, laundry and mudroom addition off the rear of home. New detached garage.*
- HARB-2016-18 – 405 Orchard Way - Sunroom addition at south end of residence and a mudroom addition at the north end. Both additions will be one (1) story.*
- HARB-2016-19 – 408 Midland Avenue - Renovate and addition at the rear of the house. Renovation to existing kitchen with addition to add space to kitchen and create a new mudroom. New steps at existing deck location. Replacement of a number of non-original windows.*

Commissioner Curley requested for item c to be removed from the consent agenda and Commissioner Higgins requested item b to be removed.

Commissioner Clark made a motion to approve with items b & c removed, seconded by Commissioner Curley. Motion passed 6-0 with Commissioner Schaefer absent.

b) *Approval of Board of Commissioners meeting minutes of October 10, 2016 & October 24, 2016*

Commissioner Higgins made a motion to amend the October 10, 2016 meeting minutes on page 3 under “appointment of special counsel to Ethics Board” the sentence to read *-There was a discussion amongst the Commissioners and Township Solicitor on the motion above and which commissioners can vote. Also discussed was seeking alternative counsel.-* and approve the minutes as amended; seconded by Commissioner Clark. Motion passed 6-0 with Commissioner Schaefer absent.

c) *Staff Traffic Committee Meeting Minutes – October 19, 2016*

Commissioner Curley inquired for clarification on the item 4 in the minutes referring to a left turn arrow is installed on W. Lancaster Avenue for traffic turning onto S. Wayne Avenue (Lancaster Avenue and S. Wayne Avenue.). He commented that the Board has evaluated that in the past and wanted to clarify that Staff Traffic is not reevaluating it again unless given direction from the Board.

Lieutenant Block commented that if the Staff Traffic Committee minutes are accepted tonight this item will then go to Gilmore and Associates for a proposal on the study and it will appear back on front of the Board for approval.

Commissioner Curley made a motion to accept item c, seconded by Commissioner Clark. Motion passed 6-0 with Commissioner Schaefer absent.

CERT Certificates

Lieutenant Flanagan presented graduates of the latest Community Emergency Response Team (CERT) Class. CERT educates individuals about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as: Fire Safety, Light Search and Rescue, Team Organization, Disaster Medical Operations. They learn how to prepare for emergencies; what supplies you should have in your house, how much food, how much water but most importantly, how to protect your family in an emergency. The Community Emergency Response Team (CERT) program is an all-risk, all-hazard training. This valuable course is designed to help protect yourself, your family, your neighbors and your neighborhood in an emergency situation. CERT members receive 17 1/2 hours (one day a week for seven weeks) of initial training.

2. Public Participation

Sara Pilling, Garrett Avenue – She commented in regards to the food donations valued at \$4,125 which the Skunk Hollow Community Garden has made to Loaves and Fishes which is a food pantry in Prospect Park. Also the Community Garden will be donating Turkeys for the Holidays Loaves and Fishes; if you are interested in contributing please send your check to SHCG, 222 Orchard Way, Wayne, PA 19087.

Barbara Schraudenbach, VP of Radnor League of Women Voters – She read a statement in regards to land development in the PLO district.

Maya von Rossum, Delaware Riverkeeper – She spoke in regards to her support of revising of the Stormwater ordinance, Canadian geese and her disagreement with Radnor Township Board of Health statement pertaining to artificial turf fields.

Dan Sherry, Wayne – He inquired in regards to item I on the Agenda – *Stormwater Ordinance Revision Goals-* as well as commented in regards to comments made by Commissioners Higgins about Stormwater in Radnor Township.

There was a brief response by Commissioner Curley that his hope was that the Board would accept the goals stated in his memo and at a subsequent meeting comeback with a handful of ways to achieve the goals; and at a later meeting come back to the Board with a red-lined version.

Col John C. Church, Jr., USMCR – Valley Forge Military Academy & College

Col Church, President, Valley Forge Military Academy and College would like to invite everyone to the VFMAC Tattoo on Tuesday, November 22nd at 4:30pm. This show has been presented at the Forge for years but this year we would like to try to have record attendance. In order to do so, we need your help. Also would like to invite everyone to participate in Toys for Tots; this year they are asking that each guest bring an unwrapped toy for a child in support of the U. S. Marine Corps Reserve Toys for Tots annual drive on November 22nd.

Public Participation

Leslie Morgan, Farm Road – She spoke in regards to funding for the Ardrossan Trails and Library.

Commissioner Nagle presented Mr. Zienkowski with an award from the Pennsylvania Resource Council which he received on Thursday evening on behalf of the Township for Leadership in Stormwater Management.

3. Committee Reports

COMMUNITY DEVELOPMENT

A. Ordinance #2016-13 – (Introduction) PLO Ordinance Amendment

Commissioner Higgins commented that he will recuse himself in regards to the ordinance as his law firm represents a property owner in the PLO.

Commissioner Ahr made a motion to introduce, seconded by Commissioner Nagle.

Commissioner Curley commented in regards to the history of the ordinance as well as commented that he is not ready to introduce the ordinance tonight, he would like more time to review the materials and would like to get a sense of the Board in regards to this. There was an in depth discussion in regards to introducing the ordinance, traffic concerns, ambulatory care, medical office and other proposed uses.

Public Comment

Dave Falcone, Representing Penn Medicine – He commented in regards to Ambulatory Care as well as presented a traffic metrics document which can be found on the Township website at:

<http://www.radnor.com/DocumentCenter/Home/View/14136>.

Christina Perrone, Wayne – She inquired in regards to the parking per square foot at the current Penn Medicine site as well as voluntary contributions that should be made by the applicant.

Austin Hepburn, Upper Gulph Road – He commented in regards to his concerns with traffic as well as a PILOT program.

Lloyd Goodman, Radnor Racquet Club – He inquired in regards to items in the proposed amendment for clarification in particular to the smaller properties.

John Kelly – He commented in regards to the current heavy traffic conditions in the PLO area.

Commissioner Curley made a motion to table the ordinance until the second meeting in November, seconded by Commissioner Booker. Motion passed 5-0 with Commissioner Higgins recusal and Commissioner Schaefer absent.

B. Consideration of HARB's request for neighbor notification of submitted projects

Kevin Kochanski, Director of Community Development briefly explained the request above to expand the notification requirements to neighbor's. There was a discussion amongst the Commissioners and staff in regards to posting the house.

Public Comment

Baron Gemmer – He commented in regards to the timing of the agendas being posted to the website as well as suggested emails to neighbors.

Commissioner Nagle made a motion to direct the Township Solicitor and Kevin Kochanski, Director of Community Development to draft requested administrative changes to the HARB which would include details on posting of the properties, seconded by Commissioner Clark. Motion passed 5-1 with Commissioner Booker opposed and Commissioner Schaefer absent.

PERSONNEL & ADMINISTRATION

C. Presentation by Interested Resident Groups for the Future of the Willows

• Christina Perrone

Christina Perrone made a presentation which can be found on the Township website at: <http://radnor.com/DocumentCenter/View/14139>. There was a brief discussion amongst the Commissioners and Ms. Perrone in regards to her presentation.

Public Comment

Sara Pilling, Garrett Avenue – She commented in regards to her thoughts of the future of the Willows.

D. Resolution #2016-111 – Formally Requesting All Colleges and Universities Located In Radnor Township Which Receive Fire Protection Services And Emergency Medical Services From Radnor Township To Voluntarily Contribute On An Annual Basis Toward The Cost Of Fire Protection Services and Emergency Medical Services

Commissioner Ahr made a motion to approve, seconded by Commissioner Clark.

There was a brief discussion amongst the Commissioners and staff in regards to the above resolution whether to contribute monetarily or with in-kind services. Mr. Zienkowski suggested that the Colleges and Universities could submit the requested amount directly to the Fire Companies.

Public Comment

Jane Galli, Barcladen – She commented that the parents of the students would probably not want their children giving time to the Fire Company as they would want them to concentrate their time on school.

Commissioner Ahr called the vote, motion passed 5-1 with Commissioner Booker opposed and Commissioner Schaefer absent.

PUBLIC WORKS & ENGINEERING

E. Township Wide Stormwater Study Update by CH2M

Dan Widble, CH2M made a presentation which can be found on the Township website at: <http://www.radnor.com/AgendaCenter/ViewFile/Agenda/11142016-1095> on page 41.

There was a brief discussion in regards to the presentation and further discussion in regards to the presentation will be discussed at a later meeting.

Commissioner Ahr made a motion to extend the meeting to 11:30 PM, seconded by Commissioner Clark. Motion passed 4-2 with Commissioners Booker and Nagle opposed and Commissioner Schaefer absent.

F. Presentation - Midland Avenue Sanitary Sewer, Gannett Fleming

Roger Phillips, Gannett Fleming, Township Engineer stepped through the proposed preliminary plans. When this design project was awarded, there was a discussion concerning lateral replacement, and its part in the project. Details can be found in the meeting packet on page 86
<http://www.radnor.com/AgendaCenter/ViewFile/Agenda/11142016-1095>.

G. SALDO Application #2016-D-13 - Caucus - Preliminary Land Development Plan - Academy of Notre Dame

Nick Caniglia, representing the applicant and Judith Dwyer from Notre Dame commented that the applicant is proposing to develop the property with a new Science, Technology, Engineering, and Mathematics building along with new walkways, ADA accessible ramps, grading and associated stormwater management improvements. There was a brief discussion amongst the Commissioners and the applicant in regards to the proposed plan.

H. SALDO Application #2016-D-09 - Caucus - Preliminary Land Development Plan – Radwyn Apartments

Dan Popplewell representing the applicant commented that the applicant is proposing to construct two (2) separate buildings internally on the property. The first building is a 2,400 square foot storage building and the second building is a 3,000 square foot pool house will replace the existing pool house located across from the pool. There was a brief discussion amongst the Commissioners and the applicant in regards to the proposed plan.

I. Stormwater Ordinance Revision Goals

Table until November 28, 2016 Board of Commissioners meeting.

J. Ordinance #2016-14 – (Introduction) – Providing For The Amendment Of The Radnor Township Code Of Ordinances By Amending Part 2, General Legislation Creating A New Chapter 224, Adopting Regulations For The Planting, Controlling, And Removal Of Bamboo, Including Penalties And Other Remedies For Violations

Table until November 28, 2016 Board of Commissioners meeting.

PUBLIC HEALTH

K. Discussion of Board of Health's Recommendations

— Recommendation for Artificial Turf Fields, also known as Crumb Rubber Fields.

Table until November 28, 2016 Board of Commissioners meeting.

— Recommendation for signage that indicates “unneutered male dogs” over 8 months of age be leashed while outdoors

Table until November 28, 2016 Board of Commissioners meeting.

PUBLIC SAFETY

None

FINANCE & AUDIT

None

PARKS & RECREATION

Mr. Zienkowski, Township Manager commented that at the last meeting they discussed the budget in regards to capital projects.

LIBRARY

Commissioner Ahr made a motion for Staff to review the value engineering of the Library project, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Schaefer absent.

Old Business

None

New Business

Commissioner Booker thanked everyone who volunteered to help on Election Day.

Public Participation

Baron Gemmer – He commented that there will be a 3rd leaf pick-up this year and he appreciates and thanked Public Works for that.

There being no further business, the meeting adjourned on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

TOWNSHIP OF RADNOR
Minutes of the Meeting of November 21, 2016

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

Philip Ahr, President Luke Clark, Vice President Donald Curley John Nagle
Richard F. Booker James C. Higgins Elaine Schaefer

Also Present: *Robert A. Zienkowski, Township Manager; John Rice, Township Solicitor; William White, Finance Director; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Kevin Kochanski, Director of Community Development; Tammy Cohen, Director of Community Programming & Recreation; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.*

President Ahr called the meeting to order and led the assembly in the Pledge of Allegiance

Notice of Executive Session on November 21, 2016

All commissioners were in attendance at the November 21, 2016 of personnel, real estate and litigation were discussed.

1. Public Participation

Commissioner Curley – He acknowledged Commissioner Schaefer for her campaign and thanked her.

Linda McQuiggan, Curriculum Director Radnor Township School District – She commented that she is in support of the Library Expansion and the impact it has on the students in the area.

Leslie Morgan, Farm Road – She spoke in regards to funding for the Ardrossan Trails and Library.

Steve Chanenson, Ward 5 and member of Library Board of Trustees – He thanked the Board for their support and he is in support of the renovation of the Library.

Sara Pilling, Garrett Avenue – She commented in regards to the proposed Library project and suggested building a combined senior center and library.

Michelle Johnson, St. David's – She commented in regards to her support of the Library project.

Jamie Holt Darby Paoli Road – He commented in regards to his in support of the Library project

Ted Seidel, Library Board – He commented in regards to his in support of the Library project.

Chuck Barber, Ward 2 – He commented in regards to historical property purchases in the Township as well as commented that the Township needs to find the money for the proposed renovations at the Library.

Roberta Winters – She commented on the need to have incremental tax increases to support Township services.

2. WBA request for Free Parking in Downtown Wayne on Saturday after Thanksgiving and Saturday's in December

Chris Todd, President WBA commented that the Wayne Business Association is requesting the consideration of free parking on the 4 Saturdays before Christmas and the one following.

Commissioner Curley made a motion to approve, seconded by Commissioner Schaefer. Motion passed 6-1 with Commissioner Nagle opposed.

2. Public Hearing #2 on 2017 Preliminary Budget

Mr. White discussed the below objectives for the meeting this evening:

Board Direction on Legislation for next Monday: *-Budget Ordinance [Introduction]:*

- Setting 2017 Millage Rates
- Setting 2017 Sanitary Sewer Rate

Board Direction on outstanding budget items: *-Capital Funding*

- 2017 Funding Direction
- Long-term Approach to Funding the Plan
 - *Pension Funding*
 - *Library Project Funding*
 - *Stormwater Fee*
 - *Community Organization Funding*
 - *Allocation of 2015 Excess General Fund Balance*

There was an in depth discussion amongst the Commissioners and staff in regards to the proposed 2017 Township Budget, Capital Funding, Pay as you Go, Pay as you Use, Pension, Parks and Open Space Fund and stormwater projects with the following decisions made:

Library Project Funding

Helen McGrane, Anny Lappele from the Library and Martin Kimmel, architect for the Library project briefly discussed the funding shortfall that is needed. Mr. Zienkowski discussed his suggested recommendation for the Excess Fund Balance and funding of the shortfall of the Library renovation.

Commissioner Curley made a motion to utilize \$851,900 from the 2015 General Fund excess fund balance along with the re-purposing of \$300,000 from the Trail Bond Proceeds (“VU Trail”) to fund the \$1,151,900 needed for the Library Project, seconded by Commissioner Clark. Motion passed 7-0.

Public Comment

Leslie Morgan, Farm Road – She commented in regards to potential funding from the County level in the past.

Park and Open Space Fund

Commissioner Ahr made a motion to fund the deficit in the open space fund with .1 mills tax increase, seconded by Commissioner Nagle. Motion failed 2-5 with Commissioners Booker, Clark, Higgins, Schaefer and Curley opposed.

Public Comment

Jack Follman, Valley Place – He commented in regards to the need for a larger reserve fund.

Commissioner Schaefer made a motion to allocate \$400,000 from the 2015 General Fund excess fund balance to the Park and Open Space Fund, seconded by Commissioner Higgins. Motion passed 4-3 with Commissioner Booker, Clark and Curley opposed.

Capital Funding

Commissioner Curley made a motion to allocate \$354,000 plus \$96,959 from the 2015 General Fund excess fund balance to the capital program, and to move the South Wayne Parking Lot funding from 2018 to 2017 in the Capital Plan; and to reduce the 2017 Cairn funding from \$150,000 to \$50,000 in the Capital Plan, seconded by Commissioner Clark. Motion passed 7-0.

Stormwater Fee

Commissioner Nagle made a motion to keep the stormwater fee at \$29.00 per unit for 2017, seconded by Commissioner Schaefer. Motion passed 4-3 with Commissioner Booker, Clark and Curley opposed.

Willows

Commissioner Curley made a motion to increase the Willows Fund Repair and Maintenance expense line to \$50,000 in 2017, seconded by Commissioner Nagle. Motion passed 7-0.

There being no further business, the meeting adjourned on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

Radnor Township

PROPOSED LEGISLATION



DATE: December 12, 2016

TO: Board of Commissioners

FROM: William M. White, Director of Finance

A handwritten signature in black ink, appearing to read "W. White", is placed next to the name William M. White.

LEGISLATION: A motion authorizing the settlement agreement "2016-BPT-01" in the amount of \$975,000.

LEGISLATIVE HISTORY: Beginning in 2010, the Township implemented a policy that requires Board approval of all settlement agreements relating to Act 511 tax cases to help bring as much transparency to the process as legally allowed. Please note that:

Radnor Township may enter into a settlement agreement concerning a business tax assessment. The agreement may (1) establish a mutual understanding of certain issues, such as prospective taxability and calculation of tax; (2) compromise an assessment amount; and/or (3) avoid or end litigation. If an agreement involves an assessment of more than \$3,000, the Board of Commissioners must consider it at a public meeting.

The Pennsylvania Local Taxpayers Bill of Rights Act (Act 50 of 1998) prohibits disclosure of any confidential taxpayer information (except for official purposes or as provided by law). Confidential taxpayer information is defined as any information acquired by the Township as a result of any audit, tax return, report, investigation, hearing or verification. Punishments for unlawful disclosure may include a \$2,500 fine, imprisonment for one year and, if the offender is an officer or employee of a taxing authority, dismissal from office or discharge from employment.

For these reasons, the Township will not disclose any confidential taxpayer information in connection with a settlement agreement of a business tax assessment.

PURPOSE AND EXPLANATION: The Administration and Act 511 auditors and attorneys have worked together with the taxpayer over the past year to develop a settlement that is beneficial to the Township by addressing three concerns: (1) that the tax laws of the Township are recognized and followed, (2) that the settlement results in a fair assessment of the tax liability, and (3) take into consideration the cost of further legal action in light of the amount of tax revenue owed (i.e. the cost vs. benefit analysis).

FISCAL IMPACT: The Taxpayer has agreed to pay \$975,000 to resolve all outstanding issues relating to the BPT liability for tax, interest and penalty for all tax years included in the settlement agreement. The taxpayer has already made a good faith payment of \$400,000 on June 13, 2016 and will pay the full amount of the balance due of \$575,000 on or before December 31, 2016 following the approval of the settlement agreement being authorized by the Board of Commissioners.

RECOMMENDED ACTION: The Administration respectfully requests the Board of Commissioners to pass the motion authorizing the Tax Settlement Agreement at the December 12, 2016 regular Board of Commissioner meeting.

RESOLUTION NO. 2016-118

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AWARDING THE 2017
GASOLINE AND DIESEL FUEL CONTRACTS**

WHEREAS, Radnor Township annually receives sealed bids for the supply of gasoline and diesel fuel

WHEREAS, the Township's fleet, including Public Works, Police Department, Administration vehicles, and the Radnor Fire company require gasoline and diesel fuel for their daily operation

WHEREAS, sealed bids were received via Penn BID ebidding site, and Riggins, Incorporated, submitted the lowest bids: in the amounts of \$104,066.20 and \$81,688.90, for gasoline and diesel fuel, respectively.

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby award the 2017 gasoline and diesel fuel contract to Riggins, Incorporated, at the extended prices of \$104,066.20 and \$81,688.90, for gasoline and diesel fuel, respectively, with the knowledge that the price per gallon will fluctuate based on OPIS, and the actual amount will vary based on usage

SO RESOLVED this 12th day of December, 2016, AD

RADNOR TOWNSHIP

By: _____
Name: Philip Ahr
Title: President


ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: December 6, 2016

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works 

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director
Melissa Conn, Sealed Bid Coordinator

LEGISLATION: Resolution #2016 –118: Authorization to Award the Gasoline and Diesel Fuel Contract

LEGISLATIVE HISTORY: The Public Works Department annually bids for the purchase of gasoline and diesel fuel. The Board of Commissioners passed a motion on October 17th, 2016, authorizing the receipt of sealed bids for gasoline and diesel fuel.

PURPOSE AND EXPLANATION: The annual gasoline and fuel bid is to provide gasoline and diesel fuel to the Township's fleet, consisting of Public Works' vehicles and equipment, Police Department vehicles, Administration vehicles, and the Radnor Fire Company.

The contract is bid based on estimated annual usage of 74,000 gallons of gasoline and 53,000 gallons of diesel fuel. Our annual costs will be based on actual usage. The apparent low bidder was Petroleum Traders. Comments provided in the bid by Riggins, which show a deduct/down charge, has them as the lowest responsible bidder. This issue was discussed with the Township's Solicitor and he informed staff that the Township can accept the Riggins, Incorporated bid, as they are the lowest responsible bidder.

The bid tabulation is on page two of this memorandum.

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, the Township will use Riggins Incorporated as its diesel fuel and gasoline supplier in 2017.

FISCAL IMPACT: Funding for this project is provided in accounts 01429-4510, 01424-4510, 01430-4510, 01451-4510, 01437-4510, and 02421-4510.

RECOMMENDED ACTION: I respectfully request that the Board of Commissioners award the gasoline and diesel contract to Riggins Incorporated, in the amounts of \$104,066.20 and \$81,688.90, for gasoline and diesel fuel, respectively.

MOVEMENT OF LEGISLATION: It is being requested that the Board approve this legislation.

Bid Tabulation

PURCHASE OF GASOLINE AND DIESEL FUEL (CONTRACT #B-16-012)

Opened 11/30/2016 10:00:00 AM Eastern

Description	Unit Of Measure	Quantity	Petroleum Traders Corporation			Riggins Inc.				PAPCO, Inc.			East River Energy		Shipley Fuels Marketing, LLC	
			Item Bid	Extended Bid	Comment	Item Bid	Extended Bid	Revised based on comments submitted	Comment	Item Bid	Extended Bid	Comment	Item Bid	Extended Bid	Item Bid	Extended Bid
Gasoline Fuel - Benchmark Price (average price per gallon for gasoline fuel as determined by OPIS for Philadelphia on 11/28/2016)	Gallon	74,000.00	1.4253	105,472.20		1.4253	105,472.20	105,472.20		1.4253	105,472.20		1.4253	105,472.20	1.4572	107,832.80
Gasoline Fuel - Price Differential	Gallon	74,000.00	0.0061	451.40		0.0190	1,406.00	(1,406.00)	downcharge (-.019)	0.0189	1,398.60		0.0204	1,509.60	0.2500	18,500.00
Diesel Fuel - Benchmark Price (average price per gallon for diesel fuel as determined by OPIS for Philadelphia on 11/28/2016)	Gallon	53,000.00	1.5223	80,681.90		1.5223	80,681.90	80,681.90		1.5223	80,681.90		1.5223	80,681.90	1.5532	82,319.60
Diesel Fuel - Price Differential	Gallon	53,000.00	0.0165	874.50		0.0190	1,007.00	1,007.00	upcharge (+.019)	0.0284	1,505.20		0.0354	1,876.20	0.2000	10,600.00
BASE TOTAL				187,480.00			188,567.10	185,755.10			189,057.90			189,539.90		219,252.40
Winterizing Additive	Gallon	1	0.0250	0.0300		0.0250	0.0300		upcharge (+.025)	0.0395	0.0400	If using Kero differential is .1249 over Kero OPIS at the percentage used for winter mix	0.0500	0.0500	0.2500	0.2500

Commendation for Life
Saving Award – Radnor
Township Police
Department

Public Participation

ORDINANCE NO. 2016-11
AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING SECTION 5-70, CIVIL SERVICE PROVISIONS, OF
CHAPTER 8 OF THE RADNOR TOWNSHIP RULES AND REGULATIONS

Section 1. Chapter 8, Section 5-70, Civil Service Provisions, is hereby amended to read as follows:

Section 5-70. Civil Service Provisions.

A. Definition of terms; word usage.

- 1) Definitions. Unless otherwise expressly stated, the following words and phrases, whenever used in this section, shall be construed to have the meanings indicated herein:
 - a. Alternate Commissioner – An individual appointed by the Appointing Authority in a First Class Township to serve as an “Alternate Civil Service Commissioner.”
 - b. Applicant - Any individual who applies in writing to the Commission in response to a legally advertised notice of vacancy and/or examination for any position full time in the Police Department.
 - c. Appointing Authority – The Board of Commissioners of the Township of Radnor, County of Delaware, Pennsylvania.
 - d. Certification - The submission to the Appointing Authority pursuant to its request of the top three (3) names taken from the Eligibility List created by the Civil Service Commission.
 - e. Chairperson - The Chairperson of the Civil Service Commission of the Township of Radnor, County of Delaware, Pennsylvania,
 - f. Commission - The Civil Service Commission of the Township of Radnor, County of Delaware, Pennsylvania.
 - g. Eligibility List – The document created by the Commission after completion of the examination requirements set forth in Subsection D(1) through (6) for Patrol Officer and Subsection E(1) through (4) for higher Ranks.
 - h. Examination - The series of examinations given to applicants to determine their qualifications for a position in the Police Department.
 - i. Furlough List - The list containing the names of persons temporarily laid off from positions in the Police Department because of a reduction in the number of police officers.

- j. Patrol Officer - For purposes of this section, an entry level sworn full-time position in the Police Department.
 - k. Police Department - The Police Department of the Township of Radnor.
 - l. Police Officer - A person employed by the Police Department as an Act 120 certified law enforcement officer, including a Patrol Officer, Corporal, Sergeant, Lieutenant, Captain, Deputy Superintendent and Superintendent.
 - m. Probationer - A police officer in the Police Department who has been appointed or promoted, but who has not yet completed the one-year probationary period specified in Subsection D(14).
 - n. Rank - Recognized ranks in the Police Department are: (1) Patrol Officer; (2) Corporal; (3) Sergeant; (4) Lieutenant; (5) Captain; (6) Deputy Superintendent; and (7) Superintendent.
 - o. Reduction in Rank - A change to a different rank where the employee fulfilled all of the requirements of this section for both the prior and current rank. However, a decrease in salary without a change to a different rank shall not necessarily constitute a reduction in rank.
 - p. Removal - The permanent separation of a police officer from the Police Department.
 - q. Secretary - The Secretary of the Civil Service Commission of Radnor.
 - r. Suspension - The temporary separation without pay of a police officer from the Police Department.
 - s. Vice Chairperson - A Commissioner of the Civil Service Commission elected by the Commissioners to preside over meetings in the Chairperson's disability, absence or recusal.
- 2) Gender. The words he, his, him, and men when used in this Ordinance represent both the masculine and feminine genders.

B. THE COMMISSION

- 1) Civil Service Commission
 - a. The Commission shall consist of three (3) Commissioners who shall be qualified electors of the Township of Radnor and shall be appointed by the Appointing Authority for an initial term of six (6) years and with only one reappointment, not to exceed 12 years. Any vacancy occurring in the Commission for any reason whatsoever shall be filled by the Appointing Authority for the unexpired term within the period of thirty (30) days after such vacancy occurs.

- b. Each member of the Commission, before entering upon the discharge of the duties of his office, shall take an oath or affirmation to support the Constitution of the United States and of the Commonwealth of Pennsylvania and to perform his official duties with fidelity. No Civil Service Commissioner shall receive compensation.
- c. The Board of Commissioners may appoint no more than three qualified electors of the Township to serve as alternate members of the Commission. The term of office shall be six (6) years with only one (1) reappointment. When serving in the stead of a Commissioner, an Alternate Commissioner shall be entitled to participate in all proceedings and discussions of the Commission to the full extent as provided by law for Commission members, including specifically the right to cast a vote as a voting member during the proceedings, and shall have all the powers and duties set forth in the First Class Township Code and as otherwise provided by law. Any Alternate Commissioner not serving in the stead of a Commissioner may participate in any proceeding or discussion of the Commission, but shall not be entitled to vote as a member of the Commission unless designated as a voting alternate member pursuant to Section 628 of the First Class Township Code.

2) Offices Incompatible with Civil Service Commissioner

No Commissioner or Alternate Commissioner shall at the same time hold an elective or appointed office under the United States government, the Commonwealth of Pennsylvania, the Township of Radnor, or any political subdivision of the Commonwealth of Pennsylvania, except that one member of the Commission may be a member of the Board of Township Commissioners.

3) Organization of Commission; Quorum

- a. The Commission first appointed shall organize within 10 days of its appointment and shall elect one of its members as its Chairperson, one as its Vice Chairperson and one as its Secretary. The Commission shall thereafter meet and organize on the first Monday of January year. Three (3) members of the Commission shall constitute a quorum and no action of the Commission shall be valid unless it shall have the concurrence of at least two members.
- b. If, by reason of absence or disqualification of a member, a quorum is not reached, the Chairperson shall designate as many Alternate Commissioners to sit on the Commission as may be needed to provide a quorum. Any Alternate Commissioner shall continue to serve on the Commission in all proceedings involving the matter or case for which the Alternate Commissioner was initially designated until the Commission has made a final determination of the matter or case. Designation of an

Alternate Commissioner shall be made on a case-by-case basis in rotation according to declining seniority among all Alternate Commissioners.

- c. For purposes of hiring and promoting police officers under this section, each step of the hiring or promotional process requiring official action by the Commission shall be considered a separate "matter or case" under Subsection B(3)(b), above, and each step of the hiring or promotional process need not be voted upon or approved by the same composition of Commissioners or Alternate Commissioners, as the case may be, provided that the quorum requirement has been satisfied.

4) Duties of Chairperson and Secretary

The Chairperson, or in his or her absence, the Vice-Chairperson, shall preside at all meetings and hearings of the Commission, decide all points of order or procedure and perform any duties required by law or this section. The Chairperson shall carry on at the direction of the Commission all official correspondence of the Commission, send out all notices required by law and this section, keep a record of each examination or other official action of the Commission, and perform all other duties required by law or this section. The Secretary shall carry on at the direction of the commission all official correspondence of the commission, send out all notices required by law and these Rules, keep a record of each examination or other official action of the commission, and perform all other duties required by law or these Rules.

5) Meetings

Except for the annual organizational meeting, all meetings shall be held either at the call of the Chairperson or at the call of two (2) members of the Commission. The Commission shall have the discretion to determine whether meetings shall be open to the public when not specifically regulated by law or this section. The Chairman of the Commission shall give each Commissioner and Alternate Commissioner forty-eight (48) hours written notice of each and every meeting of the Commission.

6) Clerks and Supplies

The Appointing Authority shall furnish the Commission with such supplies and clerical assistance as may be necessary for the Commission to fulfill its duties. In addition, the Commission may retain counsel, and any other consultants or experts as are necessary. The elected and appointed officials of the Township of Radnor shall assist the Commission with all reasonable and appropriate efforts including compensation for any counsel or experts retained by the Commission. Physicians, psychiatrists, psychologists and other qualified medical professionals shall be appointed by the Appointing Authority.

7) Amendment of Ordinance

The Commission may recommend to the Appointing Authority that this section be amended, revised, voided or replaced for any reason by action of a majority of the Commission at any properly convened meeting of the Commission. Before any changes to this section may become effective, those changes after adoption by the Commission must be approved by the Appointing Authority.

8) Minutes and Records

The Commission shall keep minutes of its proceedings and records of examinations and other official actions. All records of the Commission shall be preserved and disposed of according to the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued by the Local Government Records Committee under the authority of the Municipal Records Act, 1968 P.L. 961, Number 428, 53 P.S. § 9001. Any and all records related to any disciplinary action filed with the Commission shall be open to public inspection subject to reasonable regulation. The Chairperson shall keep minutes of its proceedings showing the vote of each member upon each question. If the member is absent or fails to vote, the Chairperson shall indicate that fact in the minutes.

9) Investigations

The Commission shall have the power to make investigations concerning all matters relating to the administration and enforcement of this section. The Chairperson of the Commission is authorized to administer oaths and affirmations in connection with such investigations.

10) Subpoenas

- a. The Commission shall have the power to issue subpoenas over the signature of the Chairperson, or designee, to acquire the attendance of witnesses and the production of records and papers pertaining to any hearing, investigation or inquiry. The fees of such witnesses for attendance and travel shall be the same as for witnesses appearing in the Court of Common Pleas, County of Delaware, Pennsylvania, and shall be paid from appropriations for the incidental expense of the Commission. All elected and appointed officials, police officers, and employees of the Township of Radnor shall attend and testify when required to do so by the Commission without additional compensation.
- b. If any person shall refuse or neglect to obey any subpoena issued by the Commission, upon conviction of such refusal or neglect in a summary proceeding, that person shall be sentenced to pay a fine not to exceed one hundred dollars (\$100.00), and in default of the payment of such fine and cost shall be imprisoned not to exceed thirty (30) days.

- c. If any person shall refuse or neglect to obey any subpoena, the Commission may apply by petition to the Court of Common Pleas, County of Delaware, Pennsylvania for its subpoena, requiring the attendance of such persons before the Commission or the court to testify and to produce any records and papers necessary, and in default thereof shall be held in contempt of court.

11) Annual Report

The Commission shall make an annual report to the Township Commissioners containing a brief summary of its work during the year which shall be available for public inspection.

C. APPLICATIONS TO THE POLICE DEPARTMENT

1) Eligibility for Examination

In order to be eligible for participation in any examination for a position with the Police Department, every applicant must submit a completed application form to the Commission before the deadline stated by the Commission for that specific examination. The applicant must make an oath or affirmation that the application is completed truthfully, and the applicant is subject to the penalties of 18 Pa.C.S.A. § 4904 relating to unsworn falsification to authorities.

2) Non-discrimination in Employment

The Township of Radnor is an equal opportunity employer. It is the policy of the Township of Radnor and the Commission to grant equal employment opportunities to qualified persons without regard to race, religion, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability. The Township of Radnor and the Commission will provide equal opportunities in employment and promotion. No disciplinary or other adverse action by the Appointing Authority or Commission taken against a Police Officer covered by this section shall be based on race, religion, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability.

3) Availability

Application forms shall be available to all interested persons in the Office of the Township of Radnor Secretary and from such other offices and officers that the Commission, from time to time, may choose to designate.

4) Age

All applicants for the position of Patrol Officer must have reached their twenty-first (21st) birthday on or before the deadline for submitting completed applications.

5) General Qualifications for Patrol Officer

a. Every applicant for the position of Patrol Officer in the Police Department shall possess at the time of filling the application a high school diploma or equivalent, have successfully completed Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission Act 120 training and thereby be eligible for certification by the Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission. Every applicant for the position of Patrol Officer shall be a United States citizen, be physically and mentally fit to perform the full duties of a Police Officer, and possess a valid motor vehicle operator's license at the time of appointment.

b. Veterans' Preference Points

Pursuant to the Veterans' Preference Act, 51 Pa. C.S. § 7104(a), any applicant for the position of Patrol Officer, whether lateral or nonlateral, who qualifies as a "soldier" under this Act, shall have ten (10) points added to his total score if he had received passing scores in all other areas of testing and qualification. Any applicant claiming veterans' preference shall be responsible for providing any and all relevant documents to the Commission.

6) General Qualifications – Deputy Superintendent, Captain, Lieutenant, Sergeant and Corporal [Amended 1-5-2015 by Ord. No. 2014-16]

a. All applicants for a promotional position shall currently be Radnor Police Officers and have continuous prior service with the Police Department of the Township of Radnor as follows:

1. An applicant for the position of Corporal shall have at least three (3) years of experience as a Patrol Officer in the Police Department of the Township of Radnor.
2. An applicant for the position of Sergeant shall have at least four (4) years of experience as a Patrol Officer or higher rank in the Police Department of the Township of Radnor.
3. An applicant for the position of Lieutenant shall have at least six (6) years of experience as a Patrol Officer or higher rank with the Police Department of the Township of Radnor and two (2) years of experience as a Sergeant or higher rank with the Police Department of the Township of Radnor.
4. An applicant for the position of Captain or Deputy Superintendent shall have at least ten (10) years of experience as a Patrol Officer or higher rank with the Police Department of the Township of Radnor and two (2) years of experience as a

Lieutenant or higher with the Police Department of the Township of Radnor.

7) Rejection of Applicant

The Commission may refuse to examine, or, if examined, may refuse to certify as eligible after examination, any applicant who is found to lack any of the minimum qualifications for examination prescribed in this section for the particular position for which the applicant has applied. In addition, the Commission may refuse to examine, or if examined, may refuse to certify as eligible any applicant who is incapable of performing all the essential functions of the position or who has a physical or mental condition which restricts the person's ability to perform all of the essential functions of the position applied for, or who is a habitual substance abuser, who is guilty of any crime involving moral turpitude, or who has been dismissed from public service for delinquency or misconduct in office.

8) Public Notice

The Commission shall conspicuously post, at least three (3) weeks prior to the deadline for accepting applications, in the Township of Radnor Municipal Building Administration Office and the Township of Radnor Police Department notice of the time and place of the initial examination, together with the information as to the type of position to be filled, the requirements for that position, where applications may be obtained for the examination, and the deadline for filing applications. In addition, at least three (3) weeks prior to the deadline for accepting applications, publication of the notice shall occur in at least one (1) newspaper of general circulation or a newspaper circulating generally in the Township of Radnor.

9) Recording and Filing Applications

Applications for the position in the Police Department to be filled shall be received at the Township of Radnor Municipal Building Administration Office only after an examination has been properly advertised and before the deadline for receiving applications which must be set forth in the public advertisement. Applications and required documents will be received by the Township of Radnor Secretary or his/her designee in full and no portion thereof shall be accepted. That person shall record the receipt of the application. Applicants for the position of Patrol Officer shall submit the following documents with the application: a photocopy of his driver's license; a photocopy of documentation certifying receipt of his high school diploma or equivalent; a photocopy of documentation certifying completion of Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission Act 120 training; proof of citizenship; and if Veterans' Preference is being sought, a photocopy of his/her Honorable Discharge or DD-214 from the United States Armed Forces. Any application containing material errors or omissions may, at the discretion of the

Commission, be returned to the applicant for correction, provided that such action by the Commission shall not serve to extend the applicant's filing deadline.

10) Hearing for Disqualified Applicants

If any applicant or person is aggrieved by the refusal of the Commission to examine or to certify the applicant as eligible after examination, the Commission shall at the written request of the applicant, within ten (10) days appoint a time and place for a public hearing, at which time the Commission shall take testimony and review its refusal to provide examination or certification. The hearing shall be conducted pursuant to the procedures set forth in the Local Agency Law, 2 Pa.C.S.A. § 101 et seq. The applicant or aggrieved party must make his request for a hearing in writing within ten (10) calendar days of the date when he knew or should have known of the Commission's action which is being challenged. The decision of the Commission shall be final.

11) Fees

Radnor Township may set a reasonable fee to be charged in connection with the filing of an application for Patrol Officer. The fee shall be identified in the public notice required by Subsection C(8). There shall be no fee assessed in connection with any application for promotion.

D. FOR THE EXAMINATION OF APPLICANTS FOR THE POSITION OF PATROL OFFICER

- 1) Hiring Procedures for the Position of Patrol Officer. The Commission shall have two separate procedures for screening and ranking applicants for Patrol Officer. One, for lateral transfers, will limit applicants to current Act 120 Certified Pennsylvania municipal Police Officers and current Pennsylvania State Troopers, in each case with at least two years of full time service as of the application filing deadline. The other, for non-lateral transfers, will be open to anyone who meets the requirements of Subsections C(4) and (5). At the time a testing cycle for a Patrol Officer is announced, the Commission shall specify whether the testing cycle is open to lateral transfers or to non-lateral transfers.
- 2) The lateral transfer examination for a Patrol Officer shall consist of two oral examinations which will be graded on a one-hundred (100) point scale with each exam representing fifty percent (50%) of the final score. Both oral examinations shall include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the applicants' ability to perform police work as a Patrol Officer. One oral examination shall be conducted by a panel designated by the Commission. The other examination shall be conducted by a panel designated by the Superintendent. In addition, each applicant will undergo a physical fitness test. This physical fitness test will be graded on a pass/fail basis for every applicant. After an applicant has been extended an offer of employment, final appointment shall be contingent upon the

applicant passing a medical and psychological examination as well as passing a background investigation.

- 3) The non-lateral examination procedure for Patrol Officer shall consist of a written and an oral examination which will be graded on a one hundred (100) point scale with the written examination representing fifty percent (50%) of the final score and the oral examination representing fifty percent (50%) of the final score. In addition, each applicant will undergo a physical fitness test. This physical fitness test will be graded on a pass/fail basis for every applicant. After an applicant has been extended an offer of employment, final appointment shall be contingent upon the applicant passing a medical and psychological examination as well as passing a background investigation.

4) Written Examination for Non-Lateral Patrol Officer

The written examination for applicants for non-lateral Patrol Officer shall be graded on a one-hundred (100) point scale. Only the applicants receiving a grade of seventy-five percent (75%) or higher will continue in the application process and participate in the oral examination. Within thirty (30) days after the administration of the written examination, all applicants shall be given written notice of their test results and the passing applicants shall be scheduled for an oral examination appointment.

5) Oral Examination for Non-Lateral Patrol Officer

The applicants for Patrol Officer who scored seventy-five percent (75%) or higher in the written examination shall be given an oral examination which will be graded on a one hundred (100) point scale with a score of seventy-five percent (75%) or higher necessary for passing. The oral examination shall include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the applicants' ability to perform police work as a Patrol Officer. Within thirty (30) days after the applicants' oral examination, they shall be informed of the score in their oral examination and total overall score, and each passing applicant shall be informed of the date for physical fitness testing.

6) Physical Fitness Testing for Patrol Officer

All applicants for the position of Patrol Officer must meet the relevant age and gender standard for all four of the following requirements:

For males:

Event	Age 20 to 29	Age 30 to 39	Age 40 to 49	Age 50 to 59	Age 60 +
300 Meter Run	62.1	63.0	77.0	87.0	n/a
Bench Press*	0.93	0.83	0.76	0.68	0.63
Sit- ups	35	32	27	21	17
1.5 Mile Run	13:08	13:48	14:33	16:16	18:39

For females:

Event	Age 20 to 29	Age 30 to 39	Age 40 to 49	Age 50 to 59	Age 60 +
300 Meter Run	75.0	82.0	106.7	n/a	n/a
Bench Press*	0.56	0.51	0.47	0.42	0.40
Sit- ups	30	22	17	12	4
1.5 Mile Run	15:56	16:46	18:26	20:17	22:34

*For bench press, six attempts may be made to complete one repetition equal to body weight x ratio.

7) Background Investigation

- a. The Commission shall request the Superintendent to arrange for a background investigation for applicants on the eligibility list. An investigation will be conducted on the top applicants to ensure a sufficient certified eligibility list for each opening. The background investigation shall include interviews with the applicant's family, acquaintances, current and former employers, current and former neighbors, references and current and former teachers and school officials. In addition, the applicant's record of criminal history shall be investigated. The applicant may be interviewed directly when the information collected during the background investigation requires clarification or explanation.
- b. All applicants shall execute an appropriate authorization for release of personal information, and cooperate fully in providing information upon request to ensure a thorough and complete investigation. After completion of the background investigation, the Superintendent shall make a recommendation to the Commission as to whether or not the applicant is an appropriate candidate for consideration for appointment as a Patrol Officer.
- c. As part of the background investigation, all applicable applicants shall undergo a polygraph test(s) based upon a personal data questionnaire that an applicant shall be required to complete and submit to the polygraph examiner. The polygraph examination will adhere to the professional standards of the American Polygraph Association. If the examiner shall deem any of the applicant's responses to be deceptive, the examiner shall inform the applicant and give the applicant the opportunity to explain, deny, or admit the deception. If the applicant denies being deceptive or if the examiner finds an explanation to be unsatisfactory, the applicant shall be given the opportunity to reanswer the question or, if determined by the examiner to be necessary, to retake the test.
- d. Eligibility of the applicant shall be based upon the criteria set forth in Subsection C(7) of this section and on passing the polygraph examination. The Commission's recommendation shall be in writing and if the recommendation is to disqualify, then a detailed written explanation of the

reasons for disqualification must be included. The Commission shall make the final determination as to whether the information collected during the background investigation warrants rejection of the candidate.

- e. Within thirty (30) days after the Commission considers the recommendation of the Superintendent or his/her designee, each applicant will be informed whether he has passed the background investigation. Disqualified applicants may appeal pursuant to Subsection C(10).

8) Certification of the List of Eligible Candidates and Appointment

- a. At the completion of the examination requirements set forth in Subsection D(1) through (7), the Commission shall rank all passing applicants receiving the highest score at the top of the Eligibility List and the applicant receiving the lowest passing score at the bottom of the Eligibility List. Applicants who qualify for veterans' preference points shall have those points added to their passing score prior to being ranked on the Eligibility List. In the case of tied scores, the tie shall be broken in favor of the earliest time/date stamp on the application.
- b. The Eligibility List shall be valid for one (1) year from the date the Commission ranks all passing applicants, assigns veterans points and formally adopts the eligibility list. The Commission may, at its sole discretion, by a vote of the majority of the Commission at a duly authorized Commission meeting, extend the Eligibility List up to an additional twelve (12) months. In the absence of a lawful extension by the Commission, the Eligibility List shall expire. The Commission may, at its sole discretion, void an Eligibility List at any time for any reason.

9) Vacancy

The Appointing Authority may fill any vacancy in an existing position of Patrol Officer in the Police Department which occurs as a result of expansion of the Police Department, retirement, resignation, disability or death, by the reappointment or reinstatement of a former employee who has been furloughed. Any officer, who has been furloughed for more than one year, will be required to undergo a medical examination, a psychological examination and a full background investigation, inclusive of criminal conviction search.

10) Vacancy Appointment

If no Furlough List exists or if positions remain to be filled after all names on the Furlough List have been offered re-employment, every vacant position, except that of Superintendent, shall be filled only in the following manner:

- a. The Appointing Authority shall notify the Commission of any vacancy which is to be filled and shall request the certification of three (3) names from the Eligibility List;

- b. If three (3) names are not available, then the Commission shall certify the name(s) remaining on the Eligibility List.

11) Conditional Appointment

When the Appointing Authority deems it appropriate to make an appointment to fill a Patrol Officer vacancy, it shall make a conditional appointment from any of the three (3) names certified as eligible, subject to that person passing the medical and psychological examinations. When one or more of the three (3) applicants on the certified list is a veteran, then the veteran shall be selected.

12) Procedures After Conditional Appointment

After the Appointing Authority selects an applicant from the certified list of three (3) for appointment to fill a vacancy, the candidate shall submit to a medical examination and a psychological examination by the appropriate medical experts. The applicant shall be notified of his conditional appointment contingent upon passing these two components. The medical and psychological examinations shall be as specified in Subsection D(15).

13) Disqualification

Should the applicant be disqualified based upon failure of any of the following components: written examination, oral examination, physical agility test, medical examination, psychological examination or background investigation, the Commission shall then certify another name to be included with the two (2) previously certified names for consideration by the Appointing Authority.

14) Probationary Period

Every successful applicant appointed to the position of Patrol Officer with the Police Department shall serve a one (1) year probationary period. During the probationary period, the Probationer may be dismissed only for cause for the reasons set forth in Subsection C(7). However, at the end of the one (1) year probationary period, if the conduct of the Probationer has not been satisfactory to the Appointing Authority, the Probationer shall be notified in writing that the appointment will not be permanent. At that time, the Probationer's employment shall end. Any Probationer, who is not informed in writing that his performance has been unsatisfactory, shall receive a permanent appointment. Any Probationer who is notified in writing that his appointment will not be made permanent has no rights of appeal under this section.

15) Medical and Psychological Examinations.

Physical examinations shall be under the direction of a physician or other qualified medical professional. Psychological medical examinations shall be under the direction of a psychiatrist or psychologist.

- a. The physician or other qualified medical professional and the psychiatrist or psychologist shall be appointed by the Appointing Authority and shall render an opinion as to whether the conditional appointee has a physical or mental condition which calls into question his ability to perform all of the essential functions of the position for which he was conditionally appointed.
- b. If the opinion rendered by the physician, other qualified medical professional, psychiatrist or psychologist calls into question the conditional appointee's ability to perform any essential functions of a position, a person designated by the Appointing Authority shall meet with the conditional appointee for the purpose of having one or more interactive discussions on whether the conditional appointee can, with or without reasonable accommodation, perform all the essential functions of the position.
- c. If, at the conclusion of the interactive discussion under subsection D(15)(b), the Appointing Authority determines that the conditional appointee is not qualified, the Appointing Authority shall give written notice to the conditional appointee and the Civil Service Commission.
- d. As used in this section, the following definitions shall apply:
 - 1. "Medical examination" shall mean any examination, procedure, inquiry or test designed to obtain information about medical history or a physical or mental condition which might disqualify an applicant if it would prevent the applicant from performing, with or without a reasonable accommodation, all of the essential functions of the position.
 - 2. "Physician" shall have the meaning given to it in 1 Pa.C.S. § 1991 (relating to definitions).
 - 3. "Qualified medical professional" shall mean an individual, in collaboration with or under the supervision or direction of a physician, as may be required by law, who is licensed:

a) As a physician assistant pursuant to the Act of December 20, 1985 (P.L. 457, No. 112), known as the "Medical Practice Act of 1985," or the Act of October 5, 1978 (P.L. 1109, No. 261), known as the "Osteopathic Medical Practice Act"; or

b) As a certified nurse practitioner pursuant to the Act of May 22, 1951 (P.L. 317, No. 69), known as "The Professional Nursing Law."

E. PROCEDURE FOR THE EXAMINATION OF CANDIDATES FOR THE POSITIONS OF CORPORAL, SERGEANT, LIEUTENANT, CAPTAIN AND DEPUTY SUPERINTENDENT

1) General Examination Requirements for Promotions.

a. Corporal and Sergeant.

The examination for the positions of Corporal and Sergeant shall be a written and oral examination which will be graded on a one hundred (100) point scale with the written examination representing fifty percent (50%) of the final score and the oral examination representing fifty percent (50%) of the final score. After a candidate has been extended an offer of promotion, the promotion shall be final.

b. Lieutenant.

The examination for the position of Lieutenant shall be a written and oral examination which will be graded on a one hundred (100) point scale with the written examination representing fifty percent (50%) of the final score, and the oral examination representing fifty percent (50%) of the final score. After a candidate has been extended an offer of promotion, the promotion shall be final.

c. Captain.

The examination for the position of Captain shall be an oral examination which will be graded on a one hundred (100) point scale. After a candidate has been extended an offer of promotion, the promotion shall be final.

d. Deputy Superintendent.

The examination for the position of Deputy Superintendent shall be an oral examination which will be graded on a one hundred (100) point scale. After a candidate has been extended an offer of promotion, the promotion shall be final.

2) Oral Examinations.

- a. All applicants for the positions of Corporal, Sergeant, Lieutenant, Captain and Deputy Superintendent shall be given an oral exam which will be graded on a one hundred (100) point scale. The oral examination process designated by the Commission shall, in addition to any other issues deemed appropriate by the Commission or its designee(s), include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the officer's ability to perform police work in that particular Rank.

- b. The manner in which the oral examination process is conducted, as well as the identity of the individuals who will actually administer the oral examinations, shall be determined by the Commission.

3) Certification of the List of Eligible Candidates for Promotion

- a. At the completion of the promotional examination requirements set forth in Subsections E(1) and (2), the Commission shall, for each promotion test, rank all passing applicants receiving the highest score at the top of the Eligibility List and the applicant receiving the lowest passing score at the bottom of the list. In the case of tied scores, the tie shall be broken in favor of the earliest time/date stamp on the candidate's letter of intent to be examined.
- b. The Eligibility List shall be valid for one (1) year from the date the Commission ranks all passing applicants and formally adopts the Eligibility List. The Commission may, at its sole discretion, by a vote of the majority of the Commission at a duly authorized Commission meeting, extend the Eligibility List up to an additional twelve (12) months. In the absence of a lawful extension by the Commission, the list shall expire. The Commission may, at its sole discretion, void an Eligibility List at any time for any reason.

4) Probationary Period

Every successful applicant appointed to a promotional position with the Police Department shall serve a one (1) year probationary period. A promoted officer, during probation, may be returned to a prior Rank only for cause for the reasons set forth in Subsection C(7). However, at the end of the one (1) year probationary period, if the conduct of the Probationer has not been satisfactory to the Appointing Authority, the Probationer shall be notified in writing that the appointment will not be permanent. At that time, a promoted officer shall return to his previous Rank. Any Probationer who is not informed in writing that his performance has been unsatisfactory shall receive a permanent appointment to the new position. Any Probationer who is notified in writing that his appointment will not be made permanent has no rights of appeal under this Ordinance.

F. SUSPENSIONS, REMOVALS AND REDUCTIONS IN RANK

1) Grounds for Disciplinary Action

- a. No person appointed to a position in the Police Department pursuant to this Ordinance may be suspended without pay or removed and no person promoted in Rank pursuant to this Ordinance may be reduced in Rank except for the following reasons:

1. Physical or mental disability affecting his ability to continue in service, in which cases the person shall receive an honorable discharge from service;
 2. neglect or violation of any official duty;
 3. violation of any law of this Commonwealth which provides that such violation constitutes a misdemeanor or felony;
 4. inefficiency, neglect, intemperance, disobedience of order, or conduct unbecoming an officer
 5. intoxication while on duty;
 6. engaging or participating in conducting of any political or election campaign otherwise than to exercise his own right of suffrage, except that this clause shall only apply to a police officer while on duty or in uniform or while using any township property.
 7. engaging or participating in the conduct of any political or election campaign for an incompatible office pursuant to section 1401 of the First Class Township Code.
- b. No Police Officer shall be removed for religious, racial, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability, or political reasons.

2) Furloughs

If for reasons of economy or other valid reasons, it shall be deemed necessary by the Appointing Authority to reduce the number of Police Officers in the Police Department, then the Appointing Authority shall furlough the person or persons, including probationers, last appointed to the respective force.

- a. Such removal shall be accomplished by furloughing in numerical order commencing with the person last appointed until such reduction shall have been accomplished.
- b. In the event that the Appointing Authority decides to increase the number of Police Officers in the Police Department, the furloughed Police Officers shall be reinstated in order of their seniority in the Police Department if the furloughed Police Officer accepts reinstatement in writing within thirty (30) days of receiving notice of the opening.
- c. Any furloughed Police Officer must accept reinstatement in writing within thirty (30) days of receiving notice of the opening or shall forego the reinstatement.

3) Notice of Suspension, Removal or Reduction in Rank

- a. Whenever a Police Officer is suspended, removed or reduced in Rank, the specific charges warranting such actions shall be stated in writing by the Appointing Authority clearly and in sufficient detail to enable the Police Officer to understand the nature of the charges against him and to allow him an opportunity to respond to those charges. The charges shall specify the subsection of Subsection F(1) which provides the basis for the disciplinary action as well as an explanation of the factual circumstances upon which the appointing authority relied in finding a violation of Subsection F(1).
- b. Hearings shall be before the Commission. Within five (5) days after the imposition of disciplinary action, a written statement of the charges shall be delivered to the officer either by personal service or by certified mail. In addition, the charges shall notify the officer of the right to appeal under Subsection F(4) of this section. A copy of the statement of charges shall also be served upon the members of the Civil Service Commission.

4) Hearings on Suspension, Removals and Reductions in Rank

- a. The Police Officer who has been suspended, removed or reduced in Rank may appeal such decision by written notice to the Chairperson, Township of Radnor Civil Service Commission, 301 Iven Avenue, Wayne, PA 19087, requesting a hearing. The notice must be received by the Commission no later than ten (10) days of the Police Officer's receipt of the notice under Subsection F(3)(b). The officer may make written answers to any charges filed not later than the date fixed for the hearing. Failure of the officer to provide written answers to any of the charges shall not be deemed an admission by the officer.
- b. Hearings shall be conducted by the Commission. The Commission shall schedule a hearing within ten (10) days from receipt of the Police Officer's written request for a hearing. At any such hearing, the officer against whom the charges have been made may be present and represented by counsel, may call witnesses and present testimony and documentation in defense. The Township of Radnor may also be represented by counsel, call witnesses and present evidence as is necessary to support the charges. A stenographic record of all testimony shall be taken at every hearing and preserved by the Commission.
- c. All testimony shall be given under oath administered by the chairperson, or in the absence of the chair, the vice-chairperson. The Commission shall have the power to issue subpoenas as set forth in Subsection B(10). The hearing shall be open to the public unless, prior to the commencement of the hearing, a written or oral request to close the hearing is made by either the charged officer or the Township of Radnor.

- d. In conducting a hearing under this Ordinance, the Commission's standard of review shall be to determine whether a preponderance of evidence has been presented to support the reason for the disciplinary action. The Commission may request post-hearing briefs, and shall issue a written decision containing specific findings of facts and conclusions of law within 60 days of receipt of the hearing transcript.
- e. In the event the charges are dismissed, the record shall be sealed and not be available for public inspection. Additionally, the Police Officer sought to be suspended, removed or demoted shall be reinstated with full pay for the period of the suspension, removal or demotion, and no charges relating to the suspension, removal or reduction in Rank shall be officially recorded in the officer's record.

REPEALER

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SEVERABILITY

If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

EFFECTIVE DATE

This Ordinance shall become effective upon adoption.

ENACTED and ORDAINED by the Board of Commissioners this ____ day of _____, 2016.

TOWNSHIP OF RADNOR

BY: _____
Philip M. Ahr, President Board of Commissioners

ATTEST: _____
Robert A. Zienkowski, Township Manager/Secretary

J. LAWRENCE GRIM, JR.
MARY C. EBERLE
JOHN B. RICE
DIANNE C. MAGEE *
DALE EDWARD CAYA
DAVID P. CARO *
DANIEL J. PACT * †
JONATHAN J. REISS †
GREGORY E. GRIM †
PETER NELSON *
PATRICK M. ARMSTRONG
SEAN M. GRESH
KELLY L. EBERLE *
COLBY S. GRIM
JOEL STEINMAN
MATTHEW E. HOOVER
STEPHEN J. KRAMER
REBECCA A. O'NEILL*

* ALSO ADMITTED IN NEW JERSEY
† ALSO ADMITTED IN NEW YORK
‡ MASTERS IN TAXATION
♦ ALSO A CERTIFIED PUBLIC ACCOUNTANT

LAW OFFICES
GRIM, BIEHN & THATCHER

A PROFESSIONAL CORPORATION

SUCCESSOR TO
GRIM & GRIM AND BIEHN & THATCHER
ESTABLISHED 1895 AND 1956,
RESPECTIVELY
121ST ANNIVERSARY 1895-2016

www.grimlaw.com

PLEASE REPLY TO:
PERKASIE

John B. Rice
e-mail: jrice@grimlaw.com

JOHN FREDERIC GRIM, OF COUNSEL

104 S. SIXTH STREET
P.O. BOX 215
PERKASIE, PA. 18944-0215
(215) 257-6811
FAX (215) 257-5374

(215) 536-1200
FAX (215) 538-9588

(215) 348-2199
FAX (215) 348-2520

November 29, 2016

VIA ELECTRONIC CORRESPONDENCE

Delaware County Daily Times
Attn: Legal Department
500 Mildred Avenue
Primos, PA 19018

Re: Radnor Township – Civil Service Ordinance Amendment

Dear Legal Department:

Enclosed please find for advertisement one (1) time in the December 2nd edition of your newspaper, a Legal Notice for the possible enactment of the above ordinance by the Board of Commissioners of Radnor Township at their meeting on December 12, 2016. Kindly provide proof of publication and your invoice for the advertisement directly to Radnor Township, c/o Robert Zienkowski, 301 Iven Avenue, Wayne, PA 19087. A full copy of the text of the ordinance is enclosed for public inspection. If you have any questions regarding the enclosed, please do not hesitate to contact my office.

Sincerely,

GRIM, BIEHN & THATCHER

By: 

John B. Rice

JBR/hlp
Enclosure

cc: Jennifer Destefano (w/encl.) – via email
Robert A. Zienkowski (w/encl.) – via email

LEGAL NOTICE

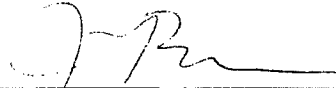
Notice is hereby given that the Board of Commissioners of the Township of Radnor, Delaware County, Pennsylvania, will consider for possible enactment an ordinance, of which this Notice is a summary, amending Section 5-70, Civil Service provisions, of Chapter 8 of the Radnor Township Rules and Regulations.

The Board of Commissioners will hold a public hearing on December 12, 2016, at 6:30 p.m., at the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087 to consider the ordinance. Copies of the full text of the proposed ordinance are available at the Township offices, the Delaware County Law Library, and the offices of this newspaper during normal business hours.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS
301 Iven Avenue
Wayne, PA 19087-5297

ATTEST:

I do hereby certify that this is a true and correct copy of the proposed Ordinance of Radnor Township, being advertised for possible adoption by the Radnor Township Board of Commissioners on December 12, 2016.

A handwritten signature in dark ink, appearing to read 'J. B. Rice', is written over a horizontal line.

John B. Rice, Esquire
Grim, Diehn & Thatcher
Township Solicitor

Motion to Authorize an
Additional \$15,000 to
Cohen Law Group for the
Negotiations of the Cable
Franchise Agreements

RESOLUTION NO. #2016-120

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, APPOINTING A MEMBER TO
THE RADNOR TOWNSHIP RENTAL HOUSING APPEALS
BOARD TO FILL THE REMAINDER OF AN UNEXPIRED
TERM LEFT BY A RECENT VACANCY.**

WHEREAS, Radnor Township Rental Housing Appeals Board consists of three residents of the Township and one resident to serve as an alternate; and

WHEREAS, a vacancy was recently created on the Rental Housing Appeals Board and it is desired to fill the unexpired term left by that vacancy with the currently sitting alternate.

NOW, THEREFORE, be it hereby **RESOLVED**, that the following individual is appointed as a full member of the Radnor Township Rental Housing Appeals Board for the remainder of the unexpired term of office as set forth below:

1. Robert Temko – unexpired term expires December 31, 2017

Repealer. All resolutions or parts of resolutions which are inconsistent herewith are repealed.

SO RESOLVED this 12th day of December, 2016.

RADNOR TOWNSHIP

By: _____
Name: Philip M. Ahr
Title: President

ATTEST: _____
Robert A. Zienkowski, Township Manager/Secretary

**RESOLUTION NO. 2016-121
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING THE PRELIMINARY/FINAL LAND
DEVELOPMENT PLAN FOR JOSEPH AND AMY WOLF FOR A
PROPERTY LOCATED AT 824 & 828 MILL ROAD**

WHEREAS, Joseph and Amy Wolf ("Applicants") submitted a Preliminary/Final Land Development Plan prepared by JMR Engineering, LLC, dated August 16, 2016; and

WHEREAS, the Plan has been reviewed by both the Radnor Township Planning Commission and the Delaware County Planning Commission; and

WHEREAS, the Board of Commissioners now intends to approve the Preliminary/Final Land Development Plan for 824 & 828 Mill Road subject to certain terms and conditions.

NOW, THEREFORE, it is hereby **RESOLVED** that the Radnor Township Board of Commissioners does hereby approve the Preliminary/Final Land Development Plan for 824 & 828 Mill Road prepared by JMR Engineering, LLC, consisting of two (2) sheets, dated August 16, 2016 last revised November 7, 2016, subject to the following conditions:

1. Applicants shall comply with the November 18, 2016 Gannett Fleming review letter, a copy of which is attached hereto as *Exhibit "A"*.
2. Applicants shall comply with all other applicable ordinances with respect to sewage, stormwater management, zoning and building, and all county, state, and federal rules, regulations and statutes.
3. Applicants shall submit a final record plan for review, approval and signature by the Township Engineer.
4. In addition to the Preliminary/Final plan approval conditions, the following SALDO waiver is approved:
 - a. Section 255-20.B(1)(k) – as to existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2016.

RADNOR TOWNSHIP BOARD OF
COMMISSIONERS

By: _____
Name: Phil Ahr
Title: President

ATTEST: _____



Excellence Delivered As Promised

Date: November 18, 2016

To: Radnor Township Board of Commissioners

From: Roger Phillips, PE

cc: Robert Zienkowski – Township Manager
Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
John Rice, Esq – Grim, Biehn, and Thatcher
Amy Kaminski, PE – Gilmore and Assoc.
Steve Gabriel - Rettew

RE: 824 & 828 Mill Road– Minor Preliminary/Final Plan
Joseph and Amy Wolf – Applicant

Date Accepted: September 6, 2016

90 Day Review: December 5, 2016 extended to December 20, 2016

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Minor Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to adjust a lot line lot line to eliminate the need for a shared driveway at the above location. This project is located in the R-1 zoning district.

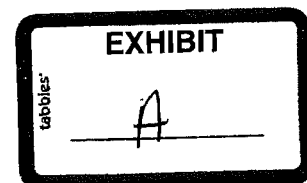
824 & 828 Mill Road

Plans Prepared By: MJR Engineering, LLC

Dated: 08/16/2016 and revised 11/07/2016

The applicant has indicated that the following waiver is being requested:

§255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets).



I. Subdivision and Land Development

1. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). The applicant is requesting a waiver of this requirement.

II. General

1. The application submitted is only in the name of Joseph and Amy Wolf. Certification must be submitted from Thomas Gilmore that grants permission for this application.
2. New deeds that reflect the lot line changes must be prepared and recorded with the Delaware County Recorder of Deeds.

The applicant appeared before the Planning Commission on November 7, 2016. The Planning Commission recommended approval of the plans conditioned on the applicant complying with all staff comments.

If you have any questions or require any additional information, please contact me.

Very truly yours,

GANNETT FLEMING, INC.



Roger A. Phillips, P.E.
Senior Project Manager





Gannett Fleming

*Excellence Delivered **As Promised***

Date: November 18, 2016

To: Radnor Township Board of Commissioners

From: Roger Phillips, PE

cc: Robert Zienkowski – Township Manager
Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
John Rice, Esq – Grim, Biehn, and Thatcher
Amy Kaminski, PE – Gilmore and Assoc.
Steve Gabriel - Rettew

RE: 824 & 828 Mill Road– Minor Preliminary/Final Plan
Joseph and Amy Wolf – Applicant

Date Accepted: September 6, 2016

90 Day Review: December 5, 2016 extended to December 20, 2016

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Minor Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to adjust a lot line lot line to eliminate the need for a shared driveway at the above location. This project is located in the R-1 zoning district.

824 & 828 Mill Road

Plans Prepared By: MJR Engineering, LLC

Dated: 08/16/2016 and revised 11/07/2016

The applicant has indicated that the following waiver is being requested:

§255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets).



I. Subdivision and Land Development

1. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). The applicant is requesting a waiver of this requirement.

II. General

1. The application submitted is only in the name of Joseph and Amy Wolf. Certification must be submitted from Thomas Gilmore that grants permission for this application.
2. New deeds that reflect the lot line changes must be prepared and recorded with the Delaware County Recorder of Deeds.

The applicant appeared before the Planning Commission on November 7, 2016. The Planning Commission recommended approval of the plans conditioned on the applicant complying with all staff comments.

If you have any questions or require any additional information, please contact me.

Very truly yours,

GANNETT FLEMING, INC.



Roger A. Phillips, P.E.
Senior Project Manager



444 Creamery Way, Suite 300
Exton, PA 19341
Phone: (484) 880-7342
Email: jack@JMRengineering.com

November 8, 2016

Radnor Township Planning Commission
Radnor Township, Chester County
301 Iven Avenue
Wayne, Pa. 19087

**Re: 824 & 828 Mill Road
Minor Preliminary/Final Plan
Joseph & Amy Wolf**

Dear Mr. Roger Phillips, P.E.:

The Plan for the above referenced project has been revised in accordance with the review comments prepared by Township Officials and Consultants. To facilitate your review of the new plans and forms, we have provided our response to each review comment, shown in Bold.

Gannett Fleming – Review Letter dated October 31, 2016:

I. Zoning

1. §280-15 - The Zoning setbacks must be shown on the plans. Additionally, the zoning table located on sheet 1 of 2 must be revised to indicate the proposed setbacks.

Response: Zoning setbacks have been added to the plans. The zoning table located on sheet 1 of 2 has been revised to indicate the proposed setbacks.

II. Subdivision & Land Development

1. §255.22.B(1)(d)[71 - Any steep slope area must be shown on the plan.

Response: Steep slopes have been delineated on the Existing Features Plan, and shown on the Title Plan.

2. §255.22.B(1)(j) - Boundaries of all adjoining properties (with names and address of landowners in the case of unplatted land) must be shown on the plans.

Response: Intersecting boundaries of adjoining properties are shown on the plan with names & addresses of adjoining property owners.

3. §255.22.B(1)(k) - Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). This information must be shown on the plans or a waiver requested.

Response: A waiver is requested for this section has been requested, to the extent it is applicable. No construction is proposed with this plan.

4. §255.22.B(1)(p) - Contour lines measure at vertical intervals of two feet must be shown on the lot line change plans.

Response: Contour lines have been added to Sheet 1.

5. §255.22.B(1)(r) - Trees in the area of the proposed driveway must be shown on the lot line change plan.

Response: All driveways are existing. No changes to the driveways are proposed.

6. §255.27.I(4) - Driveway grades shall not exceed 16%. The grade of the proposed driveway must be shown on the plans.

Response: See previous response.

III. Stormwater

1. §245 - The applicant is proposing a 933 SF driveway. In accordance with Table 105.1 Ordinance Applicability, if the proposed impervious surface is between 501 sq.ft. and 1,499 sq.ft., a partial drainage plan and groundwater recharge must be provided.

Response: See previous response. The existing recharge bed location has been added to the plans for reference.

IV. General

1. The application submitted is only in the name of Joseph and Amy Wolf. Certification must be submitted from Thomas Gilmore that grants permission for this application.

Response: The applicant shall provide this documentation under separate cover.

2. New deeds that reflect the lot line changes must be prepared and recorded with the Delaware County Recorder of Deeds.

Response: New deeds will be prepared and recorded with the Delaware County Recorder of Deeds.

3. The signature blocks for the Owners located on Sheet 1 of 2 indicate that the project is located in Chester County. This must be revised.

Response: The signature blocks for the Owners have been corrected.

4. A grading permit must be obtained for the construction of the proposed driveway.

Response: No construction is proposed.

Gilmore & Associates, Inc – Review Letter Dated September 28, 2016

1. Identify the construction material for the proposed driveway on Lot 2.

Response: No construction is proposed.

2. Based on the proposed access relocation to Fox Run Lane, Lot 2 (824 Mill Road) may require a property address change and mailbox relocation.

Response: No construction is proposed.

3. Following the lot line change, the existing fence presently located on Lot 2 will be located on the Lot 1 property.

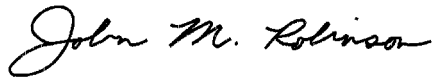
Response: A note has been added to the Plan requiring a portion of the fence to be relocated on Lot 2.

Please Note: The comments in the Gilmore & Associates, Inc. memo dated September 28, 2016 have been resolved through the revisions outlined above.

Should you have any questions on the submitted material, please do not hesitate to call.

Very Truly Yours,

JMR Engineering, LLC



John M. Robinson, P.E.

cc: File



444 Creamery Way, Suite 300
Exton, PA 19341
Phone: (484) 880-7342
Email: jack@JMRengineering.com

November 7, 2016

Mr. Robert A. Zienkowski
Township Secretary
Radnor Township
301 Iven Avenue
Wayne, PA 19087

**Re: 824/828 Mill Road
Minor Preliminary/Final Plan
Review Extension Request
Radnor Township, PA**

Dear Mr. Zienkowski:

On behalf of my clients, Joseph and Amy Wolf, owners of the subject parcel, I request an extension of time for review of the above-referenced plan to expire on December 3, 2016. I would like to request an additional extension to December 20th, 2016 for the Board of Supervisors to render a decision.

Please call if I can provide any additional materials to aid in this matter.

Very truly yours,

JMR Engineering, LLC

A handwritten signature in black ink that reads 'John M. Robinson'. The signature is written in a cursive, flowing style.

John M. Robinson, P.E.

cc: Joseph & Amy Wolf
file



Gannett Fleming

*Excellence Delivered **As Promised***

Date: October 31, 2016

To: Radnor Township Planning Commission

From: Roger Phillips, PE

cc: Stephen Norcini, P.E. – Director of Public Works
Kevin W. Kochanski, RLA, CZO – Director of Community Development
Peter Nelson, Esq. – Grim, Biehn, and Thatcher
Amy B. Kaminski, P.E. – Gilmore & Associates, Inc.
Suzan Jones – Radnor Township Engineering Department
William Miller – Radnor Township Codes Official
Ray Daly – Radnor Township Codes Official
Steve Gabriel - Rettew

RE: 824 & 828 Mill Road– Minor Preliminary/Final Plan
Joseph and Amy Wolf – Applicant

Date Accepted: September 6, 2016

90 Day Review: December 5, 2016

Gannett Fleming, Inc. has completed a review of the Preliminary/Final Minor Subdivision Plans for compliance with the Radnor Township Code. These Plans was reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor.

The applicant is proposing to adjust a lot line lot line to eliminate the need for a shared driveway and construction a new driveway at the above location. This project is located in the R-1 zoning district.

824 & 828 Mill Road

Plans Prepared By: MJR Engineering, LLC

Dated: 08/16/2016

I. Zoning

1. §280-15 – The Zoning setbacks must be shown on the plans. Additionally, the zoning table located on sheet 1 of 2 must be revised to indicate the proposed setbacks.



II. Subdivision and Land Development

1. §255.22.B(1)(d)[7] – Any steep slope area must be shown on the plan.
2. §255.22.B(1)(j) – Boundaries of all adjoining properties (with names and address of landowners in the case of unplatted land) must be shown on the plans.
3. §255.22.B(1)(k) – Existing principal buildings and their respective uses, and driveways on the adjacent peripheral strip; sewer lines, storm drains, culverts, bridges, utility easements, quarries, railroads and other significant man-made features within 500 feet of and within the site (this includes properties across streets). This information must be shown on the plans or a waiver requested.
4. §255.22.B(1)(p) – Contour lines measure at vertical intervals of two feet must be shown on the lot line change plans.
5. §255.22.B(1)(r) – Trees in the area of the proposed driveway must be shown on the lot line change plan.
6. §255.27.I(4) – Driveway grades shall not exceed 16%. The grade of the proposed driveway must be shown on the plans.

III. Stormwater

1. §245 – The applicant is proposing a 933 SF driveway. In accordance with Table 105.1 Ordinance Applicability, if the proposed impervious surface is between 501 sq.ft. and 1,499 sq.ft., a partial drainage plan and groundwater recharge must be provided.

IV. General

1. The application submitted is only in the name of Joseph and Amy Wolf. Certification must be submitted from Thomas Gilmore that grants permission for this application.
2. New deeds that reflect the lot line changes must be prepared and recorded with the Delaware County Recorder of Deeds.
3. The signature blocks for the Owners located on Sheet 1 of 2 indicate that the project is located in Chester County. This must be revised.
4. A grading permit must be obtained for the construction of the proposed driveway.

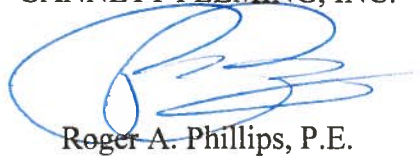
We recommend the Planning Commission consider recommending approval of this application and plan conditioned on requiring the applicant to satisfactorily address the above comment.

Radnor Township Planning Commission
824 & 828 Mill Road
October 31, 2016

If you have any questions or require any additional information, please contact me.

Very truly yours,

GANNETT FLEMING, INC.



Roger A. Phillips, P.E.
Senior Project Manager



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

MEMORANDUM

Date: September 28, 2016

To: Steve Norcini, P.E.
Radnor Township Public Works Director

From: Amy Kaminski, P.E., PTOE
Transportation Services Manager

cc: Roger Phillips, P.E., Senior Project Manager, Gannett Fleming, Inc.
Damon Drummond, P.E., PTOE, Gilmore & Associates, Inc.

Reference: 824 & 828 Mill Road
Minor Lot Line Change Plan
Radnor Township, Delaware County, PA
G&A 16-09026

Gilmore & Associates, Inc. (G&A) has completed a transportation review of the referenced Lot Line Change for 824 & 828 Mill Road. The applicant, Joseph and Amy Wolf, proposes to construct a new driveway for Lot 2 to Fox Run Lane. The existing Lot 2 connection to the shared driveway with Lot 1 will be eliminated. The shared lot line will be adjusted to encompass the previously shared driveway onto Lot 1.

A. DOCUMENTS REVIEWED

1. Lot Line Change (1 Sheet) for 824 & 828 Mill Road, dated August 16, 2016, prepared for Joseph Wolf by JMR Engineering, LLC.
2. Existing Feature Plan (1 Sheet) for 824 & 828 Mill Road, dated August 16, 2016, prepared for Joseph Wolf by JMR Engineering, LLC.
3. Subdivision and Land Development Application Form.

B. REVIEW COMMENTS

1. Identify the construction material for the proposed driveway on Lot 2.
2. Based on the proposed access relocation to Fox Run Lane, Lot 2 (824 Mill Road) may require a property address change and mailbox relocation.
3. Following the lot line change, the existing fence presently located on Lot 2 will be located on the Lot 1 property.

BUILDING ON A FOUNDATION OF EXCELLENCE

65 E. Butler Avenue | Suite 100 | New Britain, PA 18901
Phone: 215-345-4330 | Fax: 215-345-8606

www.gilmore-assoc.com



RADNOR TOWNSHIP
MEMORANDUM

TO: MR. STEVE NORCINI
FROM: RAY DALY
SUBJECT: 824-818 MILL ROAD
DATE: SEPTEMBER 21, 2016
CC: MR. PHILLIPS

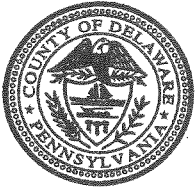
Mr. Norcini

There are no issues with the application.

Respectfully,

Ray Daly

Building Codes/Fire Codes Official



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL

MARIO J. CIVERA, JR.
CHAIRMAN

COLLEEN P. MORRONE
VICE CHAIRMAN

JOHN P. McBLAIN
DAVID J. WHITE
MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063

Phone: (610) 891-5200

FAX: (610) 891-5203

E-mail: planning_department@co.delaware.pa.us

October 20, 2016

PLANNING COMMISSION

WILLIAM C. PAYNE
CHAIRMAN

THOMAS J. JUDGE
VICE CHAIRMAN

KENNETH J. ZITARELLI
SECRETARY

LINDA F. HILL
DIRECTOR

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087

RE: Name of Dev't: 824 and 828 Mill Road
DCPD File No.: 34-7196-16
Developer: Joseph and Amy Wolf
Location: Southwest corner of Fox Run Lane and Mill Road
Recv'd in DCPD: September 7, 2016

Dear Mr. Zienkowski:

In accordance with the provisions of Section 502 of the Pennsylvania Municipalities Planning Code, the above described proposal has been sent to the Delaware County Planning Commission for review. At a meeting held on October 20, 2016, the Commission took action as shown in the recommendation of the attached review.

Please refer to the DCPD file number shown above in any future communications related to this application.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Linda F. Hill".

Linda F. Hill
Director

cc: Joseph and Amy Wolf
JMR Engineering, LLC



DCPD

DELAWARE COUNTY PLANNING DEPARTMENT

Court House/ Government Center , 201 W. Front St., Media, PA 19063
Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

Date: October 20, 2016
File No.: 34-7196-16

PLAN TITLE: 824 and 828 Mill Road

DATE OF PLAN: August 16, 2016

OWNER OR AGENT: Joseph and Amy Wolf

LOCATION: Southwest corner of Fox Run Lane and Mill Road

MUNICIPALITY: Radnor Township

TYPE OF REVIEW: Subdivision

ZONING DISTRICT: R-1 Residential

SUBDIVISION ORDINANCE: Local

PROPOSAL: Adjust lot lines between two parcels totaling 2.1 acres

UTILITIES: Private water, public sewer

RECOMMENDATIONS: Approval

STAFF REVIEW BY: Michael A. Leventry

REMARKS:

CURRENT PROPOSAL

The applicant proposes to adjust the lot lines between two parcels, and relocate the driveway for a dwelling.

SITE CHARACTERISTICS

The two parcels both contain single-family detached dwellings and the surrounding area is developed with single-family residential development.



Date: October 20, 2016
File No.: 34-7196-16

REMARKS (continued):

APPLICABLE ZONING

The proposed lot line adjustment is located within the R-1 Residential district and is subject to applicable regulations set forth in the Township's zoning code.

COMPLIANCE

The proposal appears to comply with the R-1 Residential district provisions.

PROPERTY DATA

It should be noted that legal complications may arise in the event Lot 2 moves its mailbox and changes its address to reflect Fox Run Lane, as the property's deed address would no longer match other property documentation.

ENVIRONMENTAL

The developer should contact the Pennsylvania Department of Environmental Protection regarding the need for sewage facilities planning approval.

The Township should confirm receipt of any necessary Pennsylvania Department of Environmental Protection planning approval prior to final approval.

STORMWATER MANAGEMENT

The Township Engineer must verify the adequacy of all proposed stormwater management facilities.

Date: October 20, 2016
File No.: 34-7196-16

REMARKS (continued):

RECORDING

In accordance with Section 513(a) of the Pennsylvania Municipalities Planning Code (MPC), final plans must be recorded within ninety (90) days of municipal approval.



DELAWARE COUNTY PLANNING COMMISSION

COURT HOUSE/GOVERNMENT CENTER
201 W. Front St. Media, PA 19063

COUNCIL

MARIO J. CIVERA, JR.
CHAIRMAN

COLLEEN P. MORRONE
VICE CHAIRMAN

JOHN P. McBLAIN
DAVID J. WHITE
MICHAEL F. CULP

Office Location: Toal Building, 2nd & Orange Sts., Media, PA 19063
Phone: (610) 891-5200 FAX: (610) 891-5203
E-mail: planning_department@co.delaware.pa.us

PLANNING COMMISSION

THOMAS J. O'BRIEN, AIA
CHAIRMAN

THOMAS J. JUDGE
VICE CHAIRMAN

KENNETH J. ZITARELLI
SECRETARY

LINDA F. HILL
DIRECTOR

September 14, 2016

Mr. Robert A. Zienkowski
Radnor Township
301 Iven Avenue
Wayne, PA 19087-5297

RE: Title: 824 & 828 Mill Road
Applicant(s): Joseph & Amy Wolf
File Number: 34-7196-16
Meeting Date: 10/20/2016
Municipality: Radnor Township
Location: On the southwest corner of the intersection
between Fox Run Land and Mill Road
Received: 09/07/2016

Dear Mr. Zienkowski,

This is to acknowledge receipt of the above referenced application for review and report. The Commission has tentatively scheduled consideration of the application for its public meeting on the date shown above at 4:00 p.m. in the Government Center Building, (Room 100), Court House Complex, Media, PA. Attendance is not required but is welcomed. If you have any questions concerning this matter, please contact Dennis De Rosa at (610) 891-5222.

NOTE: In order to avoid processing delays, the DCPD file number shown above MUST be provided in any transactions with the county regarding this or future applications related to this location.

Very truly yours,


Linda F. Hill
Director

LFH/pmg

cc: Joseph & Amy Wolf

JMR Engineering, LLC



RADNOR TOWNSHIP
301 IVEN AVE
WAYNE PA 19087
P) 610 688-5600
F) 610 971-0450
WWW.RADNOR.COM

SUBDIVISION ~ LAND DEVELOPMENT

Location of Property 824 & 828 Mill Road - Minor Lot Line Change Plan

Zoning District R-1

Application No. _____
(Twp. Use)

Fee \$350

Ward No. 5

Is property in HARB District No

Applicant: (Choose one) Owner _____ Equitable Owner X

Name Joseph & Amy Wolf

Address 828 Mill Road, Bryn Mawr, Pa. 19010

Telephone (484) 380-2268 Fax _____ Cell _____

Email joe@wolf.cc

Designer: (Choose one) Engineer X Surveyor _____

Name John M. Robinson, P.E. of JMR Engineering, LLC

Address 444 Creamery Way, Suite 300, Exton, Pa. 19341

Telephone (484) 880-7342 Fax _____

Email Jack@JMREngineering.com

Area of property 1.0161 Ac & 1.0880 Ac. Area of disturbance N/A

Number of proposed buildings N/A Proposed use of property Residential

Number of proposed lots 2

Plan Status: Sketch Plan _____ Preliminary X Final X Revised _____

Are there any requirements of Chapter 255 (SALDO) that are not in compliance with?

Are there any requirements of Chapter 255 (SALDO) not being adhered to?
Explain the reason for noncompliance.

No.

Are there any infringements of Chapter 280 (Zoning), and if so what and why?
No.

Individual/Corporation/Partnership Name

Joseph & Amy Wolf

I do hereby certify that I am the owner, equitable owner or authorized representative of the property which is the subject of this application.

Signature



Print Name

Joseph Wolf

By filing this application, you are hereby granting permission to Township officials to visit the site for review purposes.

NOTE:

All requirements of Chapter 255 (Subdivision of Lane) of the Code of the Township of Radnor must be complied with whether or not indicated in this application.

DELAWARE COUNTY PLANNING COMMISSION

APPLICATION FOR ACT 247 REVIEW

Incomplete applications will be returned and will not be considered "received" until all required information is provided.

Please type or print legibly

DEVELOPER/APPLICANT

Name Joseph & Amy Wolf E-mail _____

Address 828 Mill Road, Bryn Mawr, Pa. 19010 Phone (484) 380-2268

Name of Development 824 & 828 Mill Road - Minor Lot Line Change Plan

Municipality Radnor Township

ARCHITECT, ENGINEER, OR SURVEYOR

Name of Firm JMR Engineering, LLC Phone (484) 880-7342

Address 444 Creamery Way, Suite 300, Exton, Pa. 19341

Contact John M. Robinson, P.E. E-mail Jack@JMR Engineering.com

Type of Review	Plan Status	Utilities		Environmental Characteristics
		Existing	Proposed	
<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Sketch	<input checked="" type="checkbox"/> Public Sewerage	<input type="checkbox"/> Public Sewerage	
<input type="checkbox"/> Land Development	<input checked="" type="checkbox"/> Preliminary	<input checked="" type="checkbox"/> Private Sewerage	<input type="checkbox"/> Private Sewerage	<input type="checkbox"/> Wetlands
<input type="checkbox"/> Subdivision	<input checked="" type="checkbox"/> Final	<input type="checkbox"/> Public Water	<input type="checkbox"/> Public Water	<input type="checkbox"/> Floodplain
<input type="checkbox"/> PRD	<input type="checkbox"/> Tentative	<input type="checkbox"/> Private Water	<input type="checkbox"/> Private Water	<input type="checkbox"/> Steep Slopes

Zoning District R-1

Tax Map # 36 / 46 / 058

Tax Folio # 36 / 05 / 03127 / 03

STATEMENT OF INTENT

WRITING "SEE ATTACHED PLAN" IS NOT ACCEPTABLE.

Existing and/or Proposed Use of Site/Buildings:

Existing uses: Residential, Proposed Use: Residential This project involves a lot line change between two properties, 824 & 828 Mill Road.

The purpose of the lot line change is to eliminate the need for a shared driveway. The 828 Mill Road Property is to entirely contain their existing driveway within the 828 Mill Road's property boundaries.

Total Site Area	1.0161 & 1.0880 Gross	Acres
Size of All Existing Buildings	N/A	Square Feet
Size of All Proposed Buildings	N/A	Square Feet
Size of Buildings to be Demolished	N/A	Square Feet

Joseph Wolf

Print Developer's Name

Developer's Signature

MUNICIPAL SECTION

ALL APPLICATIONS AND THEIR CONTENT ARE A MUNICIPAL RESPONSIBILITY.

Local Planning Commission Regular Meeting

Local Governing Body Regular Meeting

Municipal request for DCPD staff comments prior to DCPC meeting, to meet municipal meeting date:

Actual Date Needed

IMPORTANT: If previously submitted, show assigned DCPD File #

Print Name and Title of Designated Municipal Official

Phone Number

Official's Signature

Date

FOR DCPD USE ONLY

Review Fee: Check # Amount \$ Date Received

Applications with original signatures must be submitted to DCPD.

3646-59

File Number: PH2208988DC

DEED

This Indenture Made this 20 day of May, 2008

Between Benedict P. Sparango, (hereinafter called the Grantor) and

Joseph M. Wolf and Amy L. Roskamp-Wolf, (hereinafter called the Grantees)

Witnesseth That the said Grantor for and in consideration of the sum of Eight Hundred Seventy Three Thousand Twenty Five (\$873,025.00) Dollars lawful money of the United States of America, unto him well and truly paid by the said Grantees, at or before the sealing and delivery hereof, the receipt whereof is hereby acknowledged, has granted, bargained and sold, released and confirmed, and by these presents does grant, bargain and sell, release and confirm unto the said Grantees, their heirs and assigns, as tenants by the entirety.

SEE EXHIBIT "A"

Together with all and singular the improvements, ways, streets, alleys, driveways, passages, waters, water-courses, rights, liberties, privileges, hereditaments and appurtenances, whatsoever unto the hereby granted premises belonging, or in any wise appertaining, and the reversions and remainders, rents, issues, and profits thereof; and all the estate, right, title, interest, property, claim and demand whatsoever of the said Grantor as well at law as in equity, of, in, and to the same.

To have and to hold the said lot or piece of ground above described with the improvements, hereditaments and premises hereby granted, or mentioned, and intended so to be, with the appurtenances, unto the said Grantees, their heirs and assigns, to and for the only proper use and behoof of the said Grantees, their heirs and assigns, forever.

(SPECIAL WARRANTY)

And the said Grantor does by these presents, covenant, grant and agree, to and with the said Grantees, their heirs and assigns that the said Grantor all and singular the Hereditaments and premises herein above described and granted, or mentioned and intended so to be with the Appurtenances unto the said Grantees, their heirs and assigns, against the said Grantor and against all and every Person or Persons whomsoever lawfully claiming or to claim the same or any part thereof, by from, or under them or any of them, shall and will WARRANT and forever DEFEND.

OR

(TRUSTEE'S WARRANTY)

AND the said Grantor does covenant, promise and agree, to and with the said Grantees, their heirs and assigns, by these presents, that the said Grantor has/have not done, committed or knowingly or willingly suffered to be done or committed, any act, matter or thing whatsoever whereby the premises hereby granted, or any part thereof, is, are, shall or may be impeached, charged or incumbered, in title, charge, estate, or otherwise howsoever.

36.46 59

File Number: PH2208988DC

Exhibit "A"

All that certain lot or piece of ground, along with the buildings and improvements thereon erected, situate in the Township of Radnor, County of Delaware and Commonwealth of Pennsylvania, described according to a Subdivision Plan made for Fan-Cap, Inc., by Yerkes Engineering Company, Consulting Engineers, Site Planners and Surveyors, Bryn Mawr, Pennsylvania, dated June 27, 1968, as follows, to wit:

Beginning at a point in the center line of Mill Road (33 feet wide) at the distance of 215 feet measured South 37° 23' East along the said center line from its intersection with the extended center line of Fox Run Lane (60 feet wide); thence extending from said beginning point along the center line of Mill Road, South 37° 23' East, crossing a 20 feet wide sanitary easement, 160 feet to a point on the Southeastern side of said easement; thence extending along same South 62° 1' West, crossing the Southwestern side of Mill Road, 354.77 feet to a point; thence extending North 37° 23' West, 72.46 feet to a point; thence extending North 37° 17' 30" East, 111.99 feet to a point; thence extending North 52° 37' East, recrossing said sanitary sewer easement and recrossing the Southwestern side of Mill Road, 242 feet to the first mentioned point and the place of beginning.

Being Lot No. 14 as shown on said Plan.

Being known as 828 Mill Road.

Being the same premises which David Preston and Norma A. Preston by Deed dated January 20, 1977 and recorded February 2, 1977 in Delaware County in Deed Book 2597 Page 380 conveyed unto Francis J. Matthews and Jessie C. Matthews, his wife, as tenants by the entireties, in fee. Being the same premises which Francis J. Matthews and Jessie C. Matthews, his wife by Deed dated January 17, 1997 and recorded March 24, 1997 in Delaware County in Volume 1569 Page 624 conveyed unto Jessie C. Matthews, in fee. Being the same premises which Jessie C. Matthews by Deed dated January 17, 1997 and recorded March 24, 1997 in Delaware County in Volume 1569 Page 628 conveyed unto Francis J. Matthews and Jessie C. Matthews, Trustees under Deed of Trust dated January 17, 1997, in fee. And the said Francis J. Matthews died on October 10, 2005. And the said Jessie C. Matthews died on March 6, 2007, leaving Christopher J. Matthews to be the successor Trustee.

Being the same premises which Christopher J. Matthews, Trustee under a Deed of Trust executed by Jessie C. Matthews on January 17, 1997 by Deed dated July 6, 2007 and recorded July 13, 2007 in Delaware County in Record Book 4150 Page 751 conveyed unto Christopher J. Matthews and Stephanie Matthews, husband and wife, as tenants by the entireties, in fee.

Being the same premises which Christopher J. Matthews and Stephanie Matthews by Deed dated January 18, 2008 and recorded January 25, 2008 in Delaware County in Record Book 4288 Page 214 conveyed unto Benedict P. Sparango, as sole owner, in fee.

Parcel/Folio #36-05-03127-03

This Indenture,

Made the 12th day of June in the year of our Lord one thousand nine hundred and sixty-nine (1969). BETWEEN

FAN-CAP, INC., a Pennsylvania Corporation

(hereinafter called the Grantor), of the one part, and

THOMAS H. GILMORE and MARIAN E. GILMORE, his wife

(hereinafter called the Grantee), of the other part,

Witnesseth, That the said Grantor for and in consideration of the sum of TWENTY THOUSAND (\$20,000.00) DOLLARS

lawful money of the United States of America, unto it well and truly paid by the said Grantee at or before the sealing and delivery hereof, the receipt whereof is hereby acknowledged, hath granted, bargained and sold, released and confirmed, and by these presents hath grant, bargain and sell, release and confirm unto the said Grantee, their heirs and assigns, as tenants by entirety,

ALL THAT CERTAIN lot or piece of ground with the buildings and improvements thereon erected, SITUATE in the Township of Radnor, County of Delaware and State of Pennsylvania, described according to a subdivision plan made for Fan-Cap, Inc., by Yerkes Engineering Company, Consulting Engineers, Site Planners and Surveyors, Bryn Mawr, Pennsylvania, date June 27th, 1968, as follows:

BEGINNING at a point formed by the intersection of the extended center line of Fox Run Lane (Sixty feet wide) with the center line of Mill Road (Thirty-three feet wide), thence extending from said beginning point along the center line of Mill Road South Thirty-seven degrees, twenty-three minutes East Two hundred fifteen feet to a point; thence extending South Fifty-two degrees, thirty-seven minutes West, crossing the Southwesterly side of Mill Road and crossing a Twenty feet wide sanitary sewer easement, Two hundred forty-two feet to a point; thence extending North Twenty-five degrees, thirty minutes West, recrossing said easement and crossing the Southeasterly side of Fox Run Lane, Two hundred twenty-eight and twenty-two One-hundredths feet to a point in the center line of Fox Run Lane, aforesaid; thence extending along same the two following courses and distances, to wit: (1) Northeastwardly on a line curving to the left having a radius of Three hundred eighty-eight and fifty-three One-hundredths feet the arc distance of Eighty feet and fifty-eight One-hundredths of a foot to a point of tangent, and (2) North Fifty-two degrees, thirty-seven minutes East One hundred fifteen feet to the first mentioned point and place of beginning.

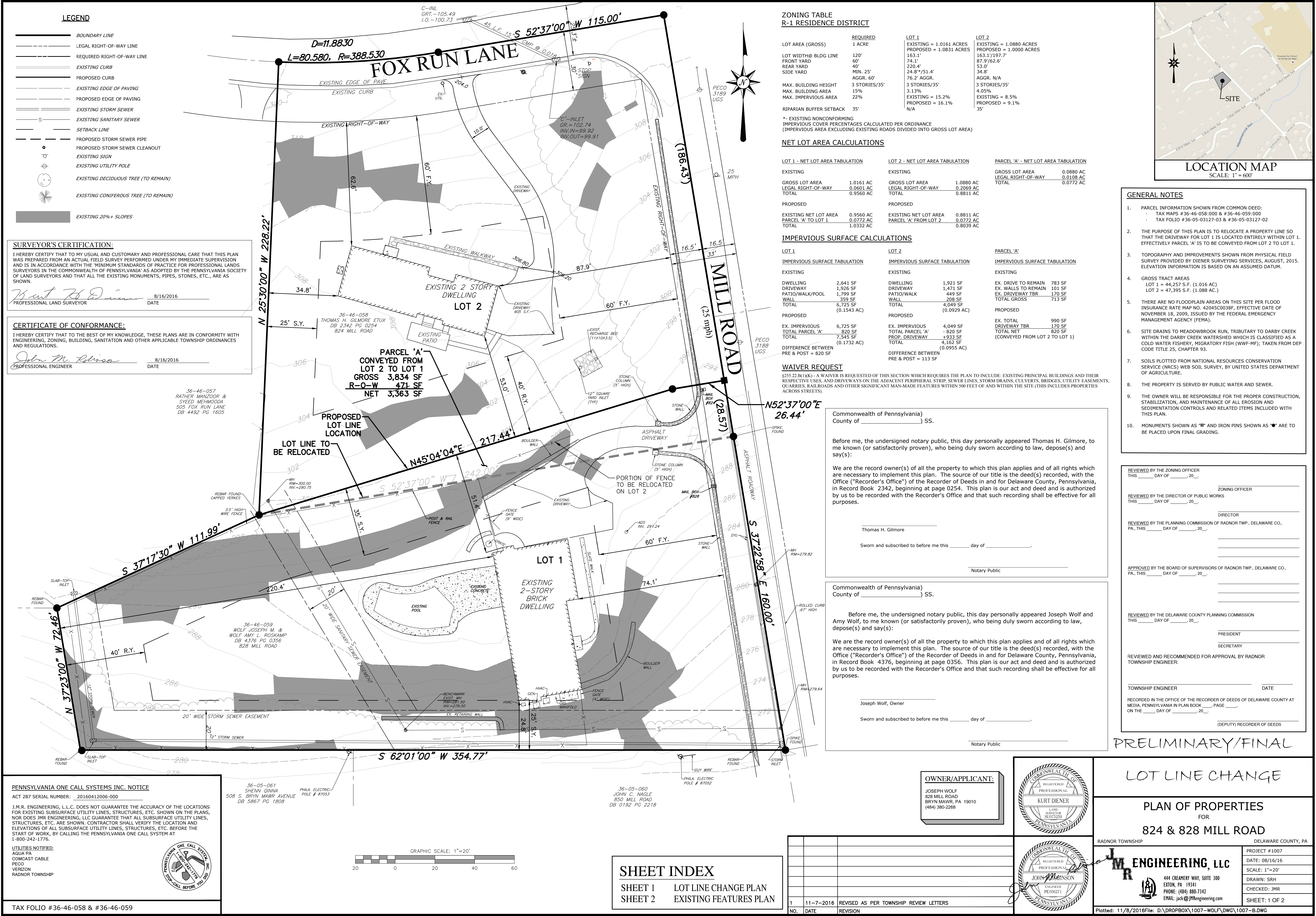
CONTAINING One and eighty-eight One-thousandths acres of land, be the same more or less.

BEING lot No. 13, as shown on said Plan.

BEING part of the same premises which William J. Schar and Florence J., his wife, by Indenture bearing date the 16th day of August, A.D. 1963, and duly recorded at Media in the Office for the Recording of Deeds, etc., in and for the said County of Delaware in Deed Book 2316, page 12, etc., granted and conveyed unto Fan-Cap, Inc., a Pennsylvania corporation, in fee.

UNDER AND SUBJECT to restrictions of record.

RESERVING THEREFOR AND THEREOUT unto the Grantor herein, its successors and assigns, the right to dedicate the bed of Fox Run Lane to the Township of Radnor for street, road or highway purposes.



LEGEND

- BOUNDARY LINE
- LEGAL RIGHT-OF-WAY LINE
- REQUIRED RIGHT-OF-WAY LINE
- EXISTING CURB
- PROPOSED CURB
- EXISTING EDGE OF PAVING
- PROPOSED EDGE OF PAVING
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- SETBACK LINE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM SEWER CLEANOUT
- EXISTING SIGN
- EXISTING UTILITY POLE
- EXISTING DECIDUOUS TREE (TO REMAIN)
- EXISTING CONIFEROUS TREE (TO REMAIN)
- EXISTING 20%+ SLOPES

SURVEYOR'S CERTIFICATION:

I HEREBY CERTIFY THAT TO MY USUAL AND CUSTOMARY AND PROFESSIONAL CARE THAT THIS PLAN WAS PREPARED FROM AN ACTUAL FIELD SURVEY PERFORMED UNDER MY IMMEDIATE SUPERVISION AND IS IN ACCORDANCE WITH THE MINIMUM STANDARDS OF PRACTICE FOR PROFESSIONAL LAND SURVEYORS IN THE COMMONWEALTH OF PENNSYLVANIA AS ADOPTED BY THE PENNSYLVANIA SOCIETY OF LAND SURVEYORS AND THAT ALL THE EXISTING MONUMENTS, PIPES, STONES, ETC., ARE AS SHOWN.

Professional Land Surveyor
8/16/2016
DATE

CERTIFICATE OF CONFORMANCE:

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THESE PLANS ARE IN CONFORMITY WITH ENGINEERING, ZONING, BUILDING, SANITATION AND OTHER APPLICABLE TOWNSHIP ORDINANCES AND REGULATIONS.

Professional Engineer
8/16/2016
DATE

ZONING TABLE
R-1 RESIDENCE DISTRICT

LOT 1	REQUIRED	LOT 1	LOT 2
LOT AREA (GROSS)	1 ACRE	EXISTING = 1.0161 ACRES PROPOSED = 1.0831 ACRES	EXISTING = 1.0880 ACRES PROPOSED = 1.0000 ACRES
LOT WIDTH@ BLDG LINE	120'	163.1'	163.1'/197.7'
FRONT YARD	60'	74.1'	87.9'/62.6'
REAR YARD	40'	220.4'	53.0'
SIDE YARD	MIN. 25'	24.8"/51.4'	34.8'
MAX. BUILDING HEIGHT	AGGR. 60'	76.2' AGGR.	AGGR. N/A
MAX. BUILDING AREA	3 STORIES/35'	3 STORIES/35'	3 STORIES/35'
MAX. IMPERVIOUS AREA	15%	3.13%	4.05%
	22%	EXISTING = 15.2% PROPOSED = 16.1%	EXISTING = 8.5% PROPOSED = 9.1%
RIPARIAN BUFFER SETBACK	35'	N/A	35'

*- EXISTING NONCONFORMING IMPERVIOUS COVER PERCENTAGES CALCULATED PER ORDINANCE (IMPERVIOUS INFORMATION EXCLUDING EXISTING ROADS DIVIDED INTO GROSS LOT AREA)

NET LOT AREA CALCULATIONS

LOT 1 - NET LOT AREA TABULATION	LOT 2 - NET LOT AREA TABULATION	PARCEL 'A' - NET LOT AREA TABULATION
EXISTING	EXISTING	GROSS LOT AREA 0.0880 AC LEGAL RIGHT-OF-WAY 0.0108 AC TOTAL 0.0772 AC
GROSS LOT AREA 1.0161 AC LEGAL RIGHT-OF-WAY 0.0601 AC TOTAL 0.9560 AC	GROSS LOT AREA 1.0880 AC LEGAL RIGHT-OF-WAY 0.2069 AC TOTAL 0.8811 AC	
PROPOSED	PROPOSED	
EXISTING NET LOT AREA 0.9560 AC PARCEL 'A' TO LOT 1 0.0772 AC TOTAL 1.0332 AC	EXISTING NET LOT AREA 0.8811 AC PARCEL 'A' FROM LOT 2 0.0839 AC TOTAL 0.9650 AC	

IMPERVIOUS SURFACE CALCULATIONS

LOT 1	LOT 2	PARCEL 'A'
IMPERVIOUS SURFACE TABULATION	IMPERVIOUS SURFACE TABULATION	IMPERVIOUS SURFACE TABULATION
EXISTING	EXISTING	EXISTING
DWELLING 2,641 SF DRIVEWAY 1,926 SF PATIO/WALK/POOL 1,799 SF WALL 359 SF TOTAL 6,725 SF (0.1543 AC)	DWELLING 1,921 SF DRIVEWAY 1,471 SF PATIO/WALK 449 SF WALL 208 SF TOTAL 4,049 SF (0.0929 AC)	EX. DRIVE TO REMAIN 783 SF EX. WALLS TO REMAIN 101 SF EX. DRIVEWAY TBR 170 SF TOTAL GROSS 713 SF
PROPOSED	PROPOSED	PROPOSED
EX. IMPERVIOUS 6,725 SF TOTAL PARCEL 'A' 820 SF TOTAL 7,545 SF (0.1732 AC)	EX. IMPERVIOUS 4,049 SF TOTAL PARCEL 'A' 820 SF PROP. DRIVEWAY +933 SF TOTAL 4,982 SF (0.0955 AC)	EX. TOTAL 990 SF DRIVEWAY TBR 170 SF TOTAL NET 820 SF (CONVEYED FROM LOT 2 TO LOT 1)
DIFFERENCE BETWEEN PRE & POST = 820 SF	DIFFERENCE BETWEEN PRE & POST = 113 SF	

WAIVER REQUEST

§255.22(b)(1)(K) - A WAIVER IS REQUESTED OF THIS SECTION WHICH REQUIRES THE PLAN TO INCLUDE: EXISTING PRINCIPAL BUILDINGS AND THEIR RESPECTIVE USES, AND DRIVEWAYS ON THE ADJACENT PERIPHERAL STRIP, SEWER LINES, STORM DRAINS, CULVERTS, BRIDGES, UTILITY EASEMENTS, QUARRIES, RAILROADS AND OTHER SIGNIFICANT MAN-MADE FEATURES WITHIN 500 FEET OF AND WITHIN THE SITE (THIS INCLUDES PROPERTIES ACROSS STREETS).

Commonwealth of Pennsylvania
County of _____ SS.

Before me, the undersigned notary public, this day personally appeared Thomas H. Gilmore, to me known (or satisfactorily proven), who being duly sworn according to law, depose(s) and say(s):

We are the record owner(s) of all the property to which this plan applies and of all rights which are necessary to implement this plan. The source of our title is the deed(s) recorded, with the Office ("Recorder's Office") of the Recorder of Deeds in and for Delaware County, Pennsylvania, in Record Book 2342, beginning at page 0254. This plan is our act and deed and is authorized by us to be recorded with the Recorder's Office and that such recording shall be effective for all purposes.

Thomas H. Gilmore
Sworn and subscribed to before me this _____ day of _____.

Notary Public

Commonwealth of Pennsylvania
County of _____ SS.

Before me, the undersigned notary public, this day personally appeared Joseph Wolf and Amy Wolf, to me known (or satisfactorily proven), who being duly sworn according to law, depose(s) and say(s):

We are the record owner(s) of all the property to which this plan applies and of all rights which are necessary to implement this plan. The source of our title is the deed(s) recorded, with the Office ("Recorder's Office") of the Recorder of Deeds in and for Delaware County, Pennsylvania, in Record Book 4376, beginning at page 0356. This plan is our act and deed and is authorized by us to be recorded with the Recorder's Office and that such recording shall be effective for all purposes.

Joseph Wolf, Owner

Sworn and subscribed to before me this _____ day of _____.

Notary Public

LOCATION MAP
SCALE: 1" = 600'

GENERAL NOTES

- PARCEL INFORMATION SHOWN FROM COMMON DEED:
 - TAX MAPS #36-46-058:000 & #36-46-059:000
 - TAX FOLIO #36-05-03127-03 & #36-05-03127-02
- THE PURPOSE OF THIS PLAN IS TO RELOCATE A PROPERTY LINE SO THAT THE DRIVEWAY FOR LOT 1 IS LOCATED ENTIRELY WITHIN LOT 1. EFFECTIVELY PARCEL 'A' IS TO BE CONVEYED FROM LOT 2 TO LOT 1.
- TOPOGRAPHY AND IMPROVEMENTS SHOWN FROM PHYSICAL FIELD SURVEY PROVIDED BY DIENER SURVEYING SERVICES, AUGUST, 2015. ELEVATION INFORMATION IS BASED ON AN ASSUMED DATUM.
- GROSS TRACT AREAS
 - LOT 1 = 44,257 S.F. (1.016 AC.)
 - LOT 2 = 47,395 S.F. (1.088 AC.)
- THERE ARE NO FLOODPLAIN AREAS ON THIS SITE PER FLOOD INSURANCE RATE MAP NO. 42045C0038F, EFFECTIVE DATE OF NOVEMBER 18, 2009, ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
- SITE DRAINS TO MEADOWBROOK RUN, TRIBUTARY TO DARBY CREEK WITHIN THE DARBY CREEK WATERSHED WHICH IS CLASSIFIED AS A COLD WATER FISHERY, MIGRATORY FISH (WWF-MF); TAKEN FROM DEP CODE TITLE 25, CHAPTER 93.
- SOILS PLOTTED FROM NATIONAL RESOURCES CONSERVATION SERVICE (NRCS) WEB SOIL SURVEY, BY UNITED STATES DEPARTMENT OF AGRICULTURE.
- THE PROPERTY IS SERVED BY PUBLIC WATER AND SEWER.
- THE OWNER WILL BE RESPONSIBLE FOR THE PROPER CONSTRUCTION, STABILIZATION, AND MAINTENANCE OF ALL EROSION AND SEDIMENTATION CONTROLS AND RELATED ITEMS INCLUDED WITH THIS PLAN.
- MONUMENTS SHOWN AS "■" AND IRON PINS SHOWN AS "●" ARE TO BE PLACED UPON FINAL GRADING.

REVIEWED BY THE ZONING OFFICER
THIS _____ DAY OF _____, 20____.

REVIEWED BY THE DIRECTOR OF PUBLIC WORKS
THIS _____ DAY OF _____, 20____.

REVIEWED BY THE PLANNING COMMISSION OF RADNOR TWP., DELAWARE CO., PA. THIS _____ DAY OF _____, 20____.

APPROVED BY THE BOARD OF SUPERVISORS OF RADNOR TWP., DELAWARE CO., PA. THIS _____ DAY OF _____, 20____.

REVIEWED BY THE DELAWARE COUNTY PLANNING COMMISSION
THIS _____ DAY OF _____, 20____.

REVIEWED AND RECOMMENDED FOR APPROVAL BY RADNOR TOWNSHIP ENGINEER:

TOWNSHIP ENGINEER _____ DATE _____

RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF DELAWARE COUNTY AT MEDIA, PENNSYLVANIA IN PLAN BOOK _____ PAGE _____

ON THE _____ DAY OF _____, 20____.

(DEPUTY) RECORDER OF DEEDS

PRELIMINARY/FINAL

LOT LINE CHANGE

PLAN OF PROPERTIES
FOR
824 & 828 MILL ROAD

RADNOR TOWNSHIP DELAWARE COUNTY, PA

PROJECT #1007

DATE: 08/16/16

SCALE: 1"=20'

DRAWN: SRH

CHECKED: JMR

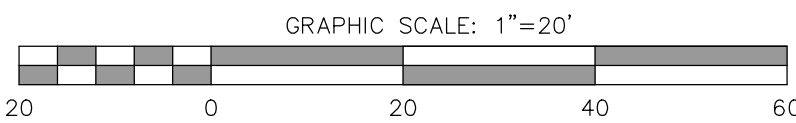
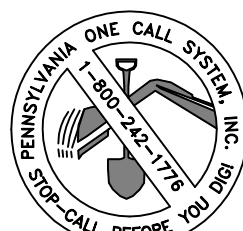
SHEET: 1 OF 2

Plotted: 11/8/2016 File: D:\DROPBOX\1007-WOLF\DWG\1007-B.DWG

PENNSYLVANIA ONE CALL SYSTEMS INC. NOTICE
ACT 287 SERIAL NUMBER: 20160412006-000

J.M.R. ENGINEERING, L.L.C. DOES NOT GUARANTEE THE ACCURACY OF THE LOCATIONS FOR EXISTING SUBSURFACE UTILITY LINES, STRUCTURES, ETC. SHOWN ON THE PLANS, NOR DOES JMR ENGINEERING, L.L.C. GUARANTEE THAT ALL SUBSURFACE UTILITY LINES, STRUCTURES, ETC. ARE SHOWN. CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATIONS OF ALL SUBSURFACE UTILITY LINES, STRUCTURES, ETC. BEFORE THE START OF WORK, BY CALLING THE PENNSYLVANIA ONE CALL SYSTEM AT 1-800-242-1776.

UTILITIES NOTIFIED:
AQUA PA
COMCAST CABLE
PECO
VERIZON
RADNOR TOWNSHIP



SHEET INDEX

SHEET 1 LOT LINE CHANGE PLAN
SHEET 2 EXISTING FEATURES PLAN

NO.	DATE	REVISION
1	11-7-2016	REVISED AS PER TOWNSHIP REVIEW LETTERS

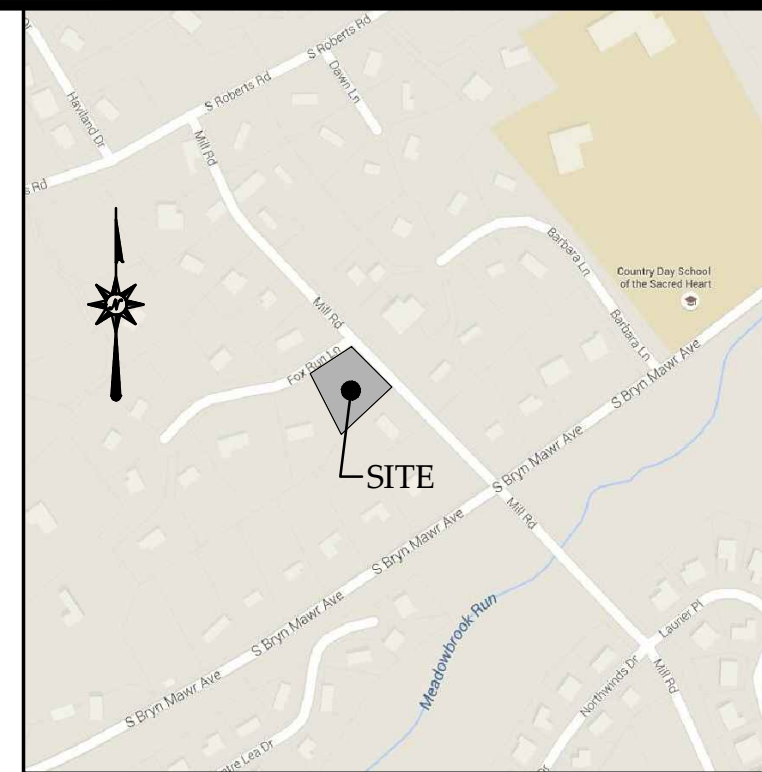
OWNER/APPLICANT:

JOSEPH WOLF
828 MILL ROAD
BRYN MAWR, PA 19010
(484) 380-2288



LEGEND

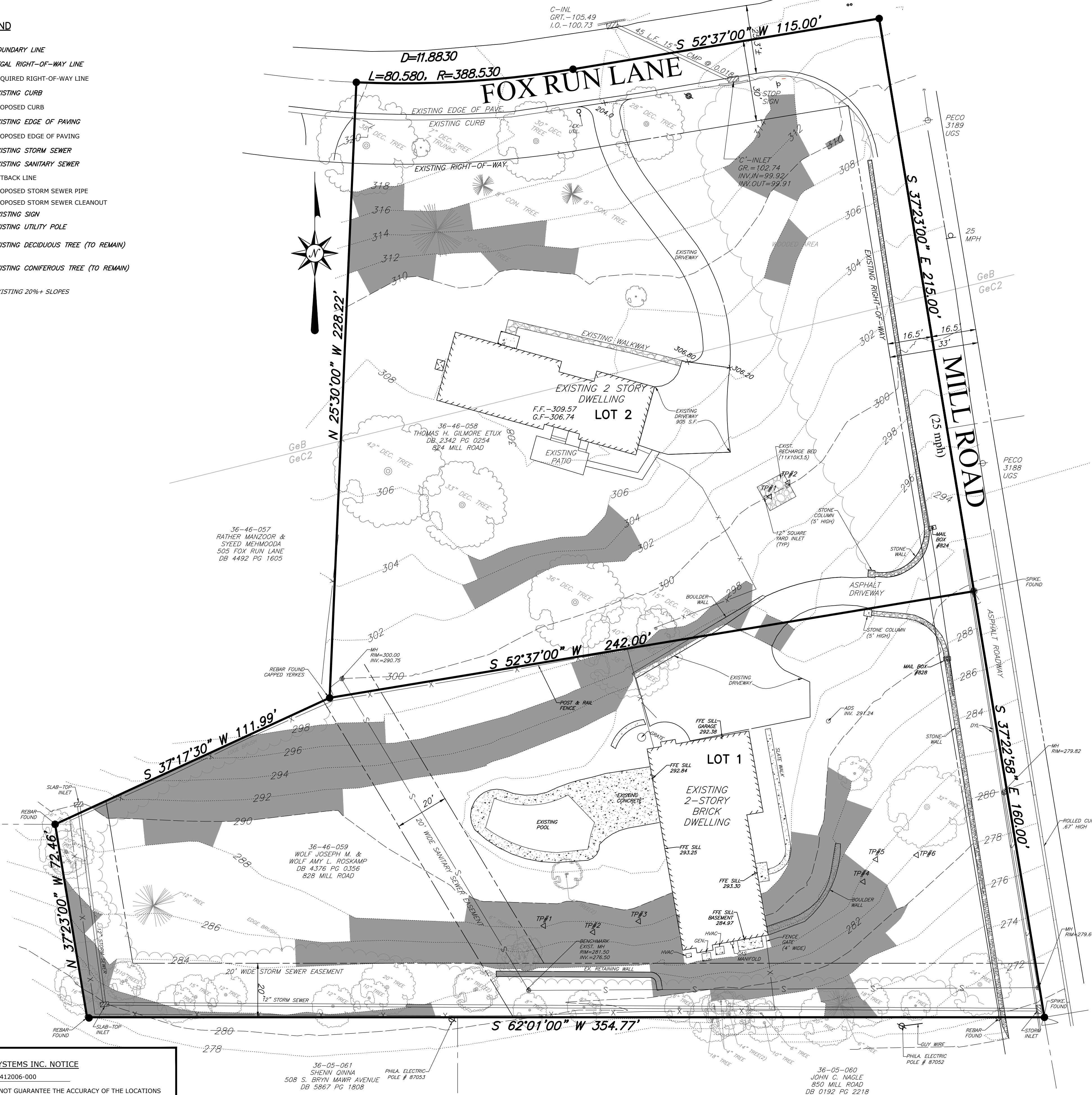
- BOUNDARY LINE
- LEGAL RIGHT-OF-WAY LINE
- REQUIRED RIGHT-OF-WAY LINE
- EXISTING CURB
- PROPOSED CURB
- EXISTING EDGE OF PAVING
- PROPOSED EDGE OF PAVING
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- SETBACK LINE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM SEWER CLEANOUT
- EXISTING SIGN
- EXISTING UTILITY POLE
- EXISTING DECIDUOUS TREE (TO REMAIN)
- EXISTING CONIFEROUS TREE (TO REMAIN)
- EXISTING 20%+ SLOPES



LOCATION MAP
SCALE: 1" = 600'

GENERAL NOTES

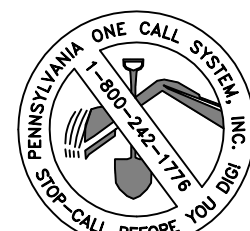
- PARCEL INFORMATION SHOWN FROM COMMON DEED:
TAX MAPS #36-46-058:000 & #36-46-059:000
TAX FOLIO #36-05-03127-03 & #36-05-03127-02
- THE PURPOSE OF THIS PLAN IS TO RELOCATE A PROPERTY LINE SO THAT THE DRIVEWAY FOR LOT 1 IS LOCATED ENTIRELY WITHIN LOT 1. EFFECTIVELY PARCEL 'A' IS TO BE CONVEYED FROM LOT 2 TO LOT 1.
- TOPOGRAPHY AND IMPROVEMENTS SHOWN FROM PHYSICAL FIELD SURVEY PROVIDED BY DIENER SURVEYING SERVICES, AUGUST, 2015. ELEVATION INFORMATION IS BASED ON AN ASSUMED DATUM.
- GROSS TRACT AREAS
LOT 1 = 44,257 S.F. (1.016 AC)
LOT 2 = 47,395 S.F. (1.088 AC.)
- THERE ARE NO FLOODPLAIN AREAS ON THIS SITE PER FLOOD INSURANCE RATE MAP NO. 42045C0038F, EFFECTIVE DATE OF NOVEMBER 18, 2009, ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).
- SITE DRAINS TO MEADOWBROOK RUN, TRIBUTARY TO DARBY CREEK WITHIN THE DARBY CREEK WATERSHED WHICH IS CLASSIFIED AS A COLD WATER FISHERY, MIGRATORY FISH (WWF-MF); TAKEN FROM DEP CODE TITLE 25, CHAPTER 93.
- SOILS PLOTTED FROM NATIONAL RESOURCES CONSERVATION SERVICE (NRCS) WEB SOIL SURVEY, BY UNITED STATES DEPARTMENT OF AGRICULTURE.
- THE PROPERTY IS SERVED BY PUBLIC WATER AND SEWER.
- THE OWNER WILL BE RESPONSIBLE FOR THE PROPER CONSTRUCTION, STABILIZATION, AND MAINTENANCE OF ALL EROSION AND SEDIMENTATION CONTROLS AND RELATED ITEMS INCLUDED WITH THIS PLAN.
- MONUMENTS SHOWN AS "M" AND IRON PINS SHOWN AS "IP" ARE TO BE PLACED UPON FINAL GRADING.



PENNSYLVANIA ONE CALL SYSTEMS INC. NOTICE
ACT 287 SERIAL NUMBER: 20160412006-000

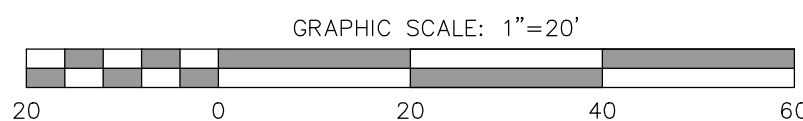
J.M.R. ENGINEERING, L.L.C. DOES NOT GUARANTEE THE ACCURACY OF THE LOCATIONS FOR EXISTING SUBSURFACE UTILITY LINES, STRUCTURES, ETC. SHOWN ON THE PLANS, NOR DOES JMR ENGINEERING, LLC GUARANTEE THAT ALL SUBSURFACE UTILITY LINES, STRUCTURES, ETC. ARE SHOWN. CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATIONS OF ALL SUBSURFACE UTILITY LINES, STRUCTURES, ETC. BEFORE THE START OF WORK, BY CALLING THE PENNSYLVANIA ONE CALL SYSTEM AT 1-800-242-1776.

UTILITIES NOTIFIED:
AQUA PA
COMCAST CABLE
PECO
VERIZON
RADNOR TOWNSHIP



36-05-061
SHEWAN QINWA
508 S. BRYN MAWR AVENUE
DB 5867 PG 1808

PHILA. ELECTRIC
POLE # 87053

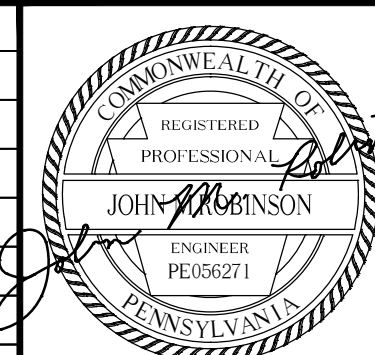


SOILS LIST

SYMBOL	DESCRIPTION	DEPTH TO SEASONALLY HIGH WATER TABLE	DEPTH TO BEDROCK	SUITABILITY FOR:			CHARACTERISTICS THAT AFFECT FARM FOND. ORGANISMS	HYDROLOGIC SOIL GROUP
				ROAD SUBGRADE	FILL	TOPSOIL		
GeB	GLENELG CHANNERY LOAM, 3-8% SLOPES	>6.5'	>6.5'	FAIR	FAIR	FAIR	SOMEWHAT LIMITED	B
GeC2	GLENELG CHANNERY SILT LOAM, 8-15% SLOPES, MODERATELY ERODED	>6.5'	>6.5'	FAIR	FAIR	FAIR	VERY LIMITED	B

OWNER/APPLICANT:

JOSEPH WOLF
828 MILL ROAD
BRYN MAWR, PA 19010
(484) 380-2268



PRELIMINARY/FINAL
MINOR PLAN
EXISTING FEATURES

PLAN OF PROPERTIES
FOR
824 & 828 MILL ROAD

RADNOR TOWNSHIP DELAWARE COUNTY, PA

 JMR ENGINEERING, LLC 444 CREAMERY WAY, SUITE 300 EXTON, PA 19341 PHONE: (484) 880-7342 EMAIL: jack@jmrengineering.com	PROJECT #1007
	DATE: 08/16/16
	SCALE: 1"=20'
	DRAWN: SRH
	CHECKED: JMR
	SHEET: 2 OF 2

Plotted: 11/8/2016 File: D:\DROBOX\1007-WOLF.DWG\1007-B.DWG

TAX FOLIO #36-46-058 & #36-46-059

**ORDINANCE NO. 2016-15
FISCAL YEAR 2017 TAX LEVY**

**AN ORDINANCE OF THE TOWNSHIP OF RADNOR, DELAWARE COUNTY,
COMMONWEALTH OF PENNSYLVANIA, ADOPTING A FINAL
COMPREHENSIVE BUDGET FOR FISCAL YEAR 2017, AND ESTABLISHING
THE TOWNSHIP MILLAGE RATE AND SANITARY SEWER RENT**

The Board of Commissioners of Radnor Township, Delaware County, Pennsylvania, hereby ENACTS and ORDAINS, as follows:

Section 1. That the Final 2017 Budget, referenced as the Township Manager's Recommended Comprehensive Budget attached hereto and incorporated herein, dated October 10, 2016, is hereby adopted setting forth all proposed revenues and appropriations for all Township funds for fiscal year 2017 and subject to the following Board motions approved by vote by the Board of Commissioners at their November 21, 2016 and November 28, 2016 public discussions on the 2017 Budget:

- a. A motion to utilize \$851,900 from the 2015 General Fund excess fund balance along with the re-purposing of \$300,000 from the Trail Bond Proceeds ("VU Trail") to fund the \$1,151,900 needed for the Library Project approved by the Board 7-0.
- b. A motion to allocate \$400,000 from the 2015 General Fund excess fund balance to the Park and Open Space Fund approved by the Board 4-3.
- c. A motion to allocate \$354,000 plus \$96,959 from the 2015 General Fund excess fund balance to the capital program, and to move the South Wayne Parking Lot funding from 2018 to 2017 in the Capital Plan; and to reduce the 2017 Carin funding from \$150,000 to \$50,000 in the Capital Plan approved by the Board 7-0.
- d. A motion to keep the stormwater fee at \$29.00 per unit for 2017 approved by the Board 4-3.
- e. A motion to increase the Willows Fund Repair and Maintenance expense line to \$50,000 in 2017 approved by the Board 7-0.
- f. A motion to adjust line items for Surrey Services and Wayne Senior Center to back to 2016 level, plus 2.75%; and that the total appropriations are not increased as a result approved by the Board 6-1.
- g. A motion to incorporate the Stormwater budget presented by the SWMAC at the November 7 public hearing into the adopted budget approved by the Board 6-1.

Section 2. The total tax millage rate for 2017 shall remain the same at 3.9228 mills and is allocated as follows:

Operational / Capital tax levy	-	3.7511 mills (unchanged from 2012)
Debt Service tax levy	-	<u>0.1717</u> mills (established in 2016)
Total tax levy 2017	-	3.9228 mills

Section 3. The annual sewer service charges for all real property within the Township shall be set at the amount of \$5.90 per 1,000 gallons of water used in the year 2016 as certified by Aqua.

Section 4. That all other permit, service and user fees for fiscal year 2016 shall be set by Ordinance 2016-16 and shall be subject to further amendment by the Board of Commissioners.

Section 5. Repealer. All ordinance or parts of ordinances which are inconsistent herewith are hereby repealed.

Section 6. Severability. If any section, paragraph, sub-section, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

Section 7. Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

ENACTED AND ORDAINED this 12th day of December, 2016

RADNOR TOWNSHIP

By: _____
Name: Phil Ahr
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager / Secretary

RESOLUTION NO. 2016-122

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, ADOPTING THE 2017 WAGE AND
SALARY SCHEDULE PURSUANT TO THE RADNOR
TOWNSHIP HOME RULE CHARTER**

WHEREAS, Section 6.05 of the Radnor Township Home Rule Charter requires that the Board of Commissioners adopt human resource policies and procedures as part of the Township's Administrative Code; and

WHEREAS, the Administrative Code establishes pay-setting practices based upon applicable Federal, State and Township laws; and

WHEREAS, the Board of Commissioners and the Fraternal Order of Police (FOP) entered into a collective bargaining agreement with Resolution 2014-49 adopted on May 19, 2014, which sets forth base wage increases of 2.75% for all uniformed police officers effective January 1, 2017; and

WHEREAS, the Board of Commissioners and the Radnor Association of Township Employees (RATE) entered into a collective bargaining agreement with Resolution 2014-50 adopted on May 19, 2014 which is set to expire on December 31, 2016. Consequently, all wages for RATE employees are remaining at their 2016 rates until a new collective bargaining agreement is reached; and

WHEREAS, the 2017 Comprehensive Budget includes base wage increases for all non-union full and part time employees of up to 2.75% which will be based on certain effective dates and each employees' performance at the discretion of the Township Manager.

NOW, THEREFORE, be it hereby **RESOLVED** that the Board of Commissioners of Radnor Township does hereby adopt the attached Exhibit A - Wage and Salary Schedule for fiscal year 2017.

SO RESOLVED, this 12th day of December, A.D. 2016.

RADNOR TOWNSHIP

By: _____
Name: Philip Ahr
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager / Secretary

Radnor Township, PA
2017 Wage Schedule for Non-Union Staff
For the Year Beginning January 1, 2017

Count	Department	Position	Emp#		Base Annual Hourly Rate at 12/31/2016	Adjustments		1/1/2017 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
						Merit Pay Increases	Base Rate Increases		
ADMINISTRATION: FULL TIME									
1	Administration	Township Manager	15	\$	98.6374	0.00%	\$ -	\$ 98.6374	
2	Administration	Executive Assistant	17	\$	39.7110	2.75%	\$ -	\$ 40.8031	
3	Finance	Finance Director	21	\$	79.9169	2.75%	\$ -	\$ 82.1146	
4	Fin / HR	Assistant Finance Director/HR Manager	29	\$	64.1486	2.75%	\$ -	\$ 65.9127	
5	Fin / HR	HR and Finance Coordinator	26	\$	39.0146	2.75%	\$ -	\$ 40.0875	
6	Finance	Revenue Coordinator	40	\$	40.8369	2.75%	\$ -	\$ 41.9599	
7	Finance	Expense / Escrow Coordinator	230	\$	25.5977	2.75%	\$ 7,000.00	\$ 30.1478	\$7,000.00 increase for assuming escrow responsibilities from vacated Engineering Secretary position
8	Finance	Purchasing & Contracts Coordinator	36	\$	46.1164	2.75%	\$ -	\$ 47.3846	
9	Info. Tech.	Web, Cable and Comm. Coordinator	8	\$	33.9549	2.75%	\$ -	\$ 34.8886	
10	Info. Tech.	IT Coordinator	18	\$	35.1491	2.75%	\$ -	\$ 36.1157	
11	Comm. Dev.	Community Development Director	32	\$	51.3188	2.75%	\$ -	\$ 52.7301	
12	Comm. Dev.	Health Officer	39	\$	45.1549	2.75%	\$ -	\$ 46.3966	
13	Comm. Dev.	Codes and Inspections Officer	41	\$	39.9346	2.75%	\$ -	\$ 41.0328	
14	Comm. Dev.	Codes and Inspections Officer	33	\$	30.4083	2.75%	\$ -	\$ 31.2446	
15	Rec. Program.	Recreation Prog. Director	506	\$	54.7463	2.75%	\$ -	\$ 56.2519	
16	Rec. Program.	Recreation Program Supervisor	509	\$	33.2418	2.75%	\$ -	\$ 34.1559	
17	Police Civilians	Supervisor of Parking & Aux. Svcs.	225	\$	37.7286	2.75%	\$ -	\$ 38.7661	
18	Public Works	Public Works Director	319	\$	72.3657	2.75%	\$ -	\$ 74.3558	
19	Public Works	Superintendent: Operations	327	\$	50.7805	2.75%	\$ -	\$ 52.1769	
20	Public Works	Supervisor: Fleet	335	\$	42.1422	2.75%	\$ -	\$ 43.3011	
21	Public Works	Supervisor: Solid Waste / Highway	337	\$	39.3647	2.75%	\$ -	\$ 40.4472	
22	Public Works	Supervisor: Parks / Sewers	526	\$	39.3647	2.75%	\$ -	\$ 40.4472	
PARTIAL YEAR: EFFECTIVE ON HIRE/PROMOTION ANNIVERSARY DATE									
23	Rec. Program.	Recreation Program Coordinator	507	\$	22.5275	0.00%	\$ 2,500.00	\$ 22.5275	Base Hourly Rate Increase to 23.9011 Eff. 5/13/17 Based on Performance
PART-TIME:									
	Finance	Cash Management Coordinator	22	\$	29.7800	2.75%	\$ -	\$ 30.6000	
	Info. Tech.	Information Technology Coordinator	220	\$	27.7900	2.75%	\$ -	\$ 28.5500	
	Comm. Dev.	Codes Official III	Vacant	\$	43.8700	2.75%	\$ -	\$ 45.0800	
	Comm. Dev.	Rental Housing Inspector	Vacant	\$	18.5000	2.75%	\$ -	\$ 18.5000	
	Comm. Dev.	Administrative Assistant	43	\$	13.0200	2.75%	\$ -	\$ 13.3800	
	Comm. Dev.	Fire Marshal	Vacant	\$	35.0000	0.00%	\$ -	\$ 35.0000	
	Engineering	Administrative Assistant	Vacant	\$	33.9577	0.00%	\$ -	\$ 33.9577	Position change from full-time to part-time in 2017 Pay rate is not-to-exceed
	Public Works	Seasonal Public Works Laborers	Various	\$	13.2200	2.75%	\$ -	\$ 13.5800	
	Public Works	Seasonal Public Works Laborers	Various	\$	11.1200	2.75%	\$ -	\$ 11.4300	
	Recreation	Recreation Assistant	611	\$	15.0000	0.00%	\$ 2.00	\$ 17.0000	
	Police	School Crossing Guards	Various	\$	16.0800	2.75%	\$ -	\$ 16.5200	
	Police	Parking Meter Inspectors	Various	\$	17.3500	2.75%	\$ -	\$ 17.8300	
	Police	Parking Meter Inspectors	Various	\$	16.8900	2.75%	\$ -	\$ 17.3500	
	Police	Parking Meter Inspectors	Various	\$	16.00	2.75%	\$ -	\$ 16.44	

Randor Township, PA
2017 Wage Schedule for RATE (Collectively Bargained) Staff
For the Year Beginning January 1, 2017

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2016	Adjustments		1/1/2017 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
1	Community Development	Administrative Assistant	35	\$ 35.3454	0.000%	\$ -	\$ 35.3454	
2	Community Development	Administrative Assistant	306	\$ 35.3454	0.000%	\$ -	\$ 35.3454	
3	Public Works	Administrative Assistant	502	\$ 35.3454	0.000%	\$ -	\$ 35.3454	
4	Police	Administrative Assistant	11	\$ 26.1868	0.000%	\$ -	\$ 26.1868	
5	Police	Administrative Assistant	234	\$ 28.8309	0.000%	\$ -	\$ 28.8309	
6	Police	Administrative Assistant	232	\$ 33.9577	0.000%	\$ -	\$ 33.9577	
7	Engineering	Engineering Inspector	302	\$ 45.2950	0.000%	\$ -	\$ 45.2950	
8	PW: Building & Grounds	Skilled Laborer	534	\$ 30.0869	0.000%	\$ -	\$ 30.0869	
9	PW: Streets & Highways	Mechanic I	538	\$ 33.2717	0.000%	\$ -	\$ 33.2717	
10	PW: Streets & Highways	Mechanic I	339	\$ 31.2945	0.000%	\$ -	\$ 31.2945	
11	PW: Streets & Highways	Field Leader I	333	\$ 32.4070	0.000%	\$ -	\$ 32.4070	
12	PW: Streets & Highways	Field Leader I	338	\$ 32.4070	0.000%	\$ -	\$ 32.4070	
13	PW: Streets & Highways	Heavy Equipment	332	\$ 31.2945	0.000%	\$ -	\$ 31.2945	
14	PW: Streets & Highways	Light Equipment	529	\$ 30.6920	0.000%	\$ -	\$ 30.6920	
15	PW: Streets & Highways	Driver I	522	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
16	PW: Streets & Highways	Driver I	361	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
17	PW: Streets & Highways	Driver I	435	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
18	PW: Streets & Highways	Driver I	570	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
19	PW: Streets & Highways	Driver I	440	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
20	PW: Streets & Highways	Laborer	331	\$ 29.8364	0.000%	\$ 104.00	\$ 29.8364	25 year (\$0.05) Increase Effective 04/7/2017
21	PW: Streets & Highways	Laborer	461	\$ 29.8364	0.000%	\$ -	\$ 29.8364	
22	PW: Solid Waste	Field Leader I	408	\$ 32.4070	0.000%	\$ -	\$ 32.4070	
23	PW: Solid Waste	Driver II	346	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
24	PW: Solid Waste	Driver II	442	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
25	PW: Solid Waste	Driver II	462	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
26	PW: Solid Waste	Driver II	456	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
27	PW: Solid Waste	Driver II	443	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
28	PW: Solid Waste	Driver II	533	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
29	PW: Solid Waste	Driver II	479	\$ 30.8929	0.000%	\$ -	\$ 30.8929	
30	PW: Solid Waste	Collector	450	\$ 29.7642	0.000%	\$ -	\$ 29.7642	
31	PW: Solid Waste	Collector	419	\$ 30.0412	0.000%	\$ -	\$ 30.0412	
32	PW: Solid Waste	Collector	229	\$ 29.5757	0.000%	\$ 104.00	\$ 29.5757	10 year (\$0.05) Increase Effective 7/17/2017
33	PW: Solid Waste	Collector	344	\$ 29.6326	0.000%	\$ 104.00	\$ 29.6326	10 year (\$0.05) Increase Effective 8/31/2017
34	PW: Solid Waste	Collector	409	\$ 29.8900	0.000%	\$ -	\$ 29.8900	
35	PW: Solid Waste	Collector	474	\$ 29.6299	0.000%	\$ -	\$ 29.6299	
36	PW: Solid Waste	Collector	436	\$ 29.5757	0.000%	\$ -	\$ 29.5757	
37	PW: Solid Waste	Collector	469	\$ 29.7592	0.000%	\$ -	\$ 29.7592	
38	PW: Solid Waste	Collector	433	\$ 29.7076	0.000%	\$ 104.00	\$ 29.7076	20 year (\$0.05) Increase Effective 12/15/2017
39	PW: Solid Waste	Collector	434	\$ 29.8979	0.000%	\$ -	\$ 29.8979	
40	PW: Solid Waste	Collector	485	\$ 24.9375	0.000%	\$ 1,304.00	\$ 24.9375	Base Hourly Rate Increase to \$26.25 Effective 2/2/2017 (24 mos)

Randor Township, PA
2017 Wage Schedule for RATE (Collectively Bargained) Staff
For the Year Beginning January 1, 2017

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2016	Adjustments		1/1/2017 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
41	PW: Solid Waste	Collector	494	\$ 24.9375	0.000%	\$ 1,304.00	\$ 24.9375	Base Hourly Rate Increase to \$26.25 Effective 1/21/2017 (24 mos)
42	PW: Parks Maintenance	Field Leader I	535	\$ 32.4070	0.000%	\$ -	\$ 32.4070	
43	PW: Parks Maintenance	Heavy Equipment	438	\$ 31.2945	0.000%	\$ -	\$ 31.2945	
44	PW: Parks Maintenance	Light Equipment	575	\$ 30.6920	0.000%	\$ -	\$ 30.6920	
45	PW: Parks Maintenance	Light Equipment	536	\$ 30.6920	0.000%	\$ -	\$ 30.6920	
46	PW: Parks Maintenance	Light Equipment	540	\$ 30.6920	0.000%	\$ -	\$ 30.6920	
47	PW: Parks Maintenance	Driver I	342	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
48	PW: Parks Maintenance	Skilled Laborer	532	\$ 30.1425	0.000%	\$ -	\$ 30.1425	
49	PW: Parks Maintenance	Laborer	755	\$ 29.6321	0.000%	\$ 104.00	\$ 29.6321	10 year (\$0.05) Increase Effective 8/23/2017
50	PW: Parks Maintenance	Laborer	746	\$ 29.6321	0.000%	\$ 104.00	\$ 29.6321	10 year (\$0.05) Increase Effective 8/21/2017
51	PW: Parks Maintenance	Laborer	531	\$ 29.8255	0.000%	\$ -	\$ 29.8255	
52	PW: Parks Maintenance	Laborer	537	\$ 29.7592	0.000%	\$ -	\$ 29.7592	
53	PW: Parks Maintenance	Laborer	572	\$ 29.6874	0.000%	\$ -	\$ 29.6874	
54	PW: Parks Maintenance	Laborer	550	\$ 29.6321	0.000%	\$ 104.00	\$ 29.6321	
55	PW: Sanitary Sewer	Field Leader I	437	\$ 32.4070	0.000%	\$ -	\$ 32.4070	10 year (\$0.05) Increase Effective 7/3/2017
56	PW: Sanitary Sewer	Driver I	525	\$ 30.4916	0.000%	\$ -	\$ 30.4916	
57	PW: Sanitary Sewer	Driver I	543	\$ 30.4916	0.000%	\$ -	\$ 30.4916	

Radnor Township, PA
2017 Wage Schedule for FOP (Collectively Bargained) Officers
For the Year Beginning, January 1, 2017

Count	Department	Position	Emp#	Base Annual Hourly Rate at 12/31/2016	Adjustments		1/1/2017 Hourly Rate	Notes: Other Effective Dates based on Hire or Promotion Date
					Merit Pay Increases	Base Rate Increases		
0	Police - Uniformed	Superintendent	171	\$ 80.3808	0.000%	\$ -	\$ 80.3808	
1	Police - Uniformed	Lieutenant	101	\$ 60.2223	2.750%	\$ -	\$ 61.8784	
2	Police - Uniformed	Lieutenant	114	\$ 60.2223	2.750%	\$ -	\$ 61.8784	
3	Police - Uniformed	Sergeant	110	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
4	Police - Uniformed	Sergeant	126	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
5	Police - Uniformed	Sergeant	134	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
6	Police - Uniformed	Sergeant	163	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
7	Police - Uniformed	Sergeant	142	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
8	Police - Uniformed	Sergeant	161	\$ 50.1842	2.750%	\$ -	\$ 51.5642	
9	Police - Uniformed	Corporal	117	\$ 46.0023	2.750%	\$ -	\$ 47.2673	
10	Police - Uniformed	Corporal	140	\$ 46.0023	2.750%	\$ -	\$ 47.2673	
11	Police - Uniformed	Detective	158	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
12	Police - Uniformed	Detective	153	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
13	Police - Uniformed	Detective	137	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
14	Police - Uniformed	Detective	139	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
15	Police - Uniformed	Patrol	155	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
16	Police - Uniformed	Patrol	166	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
17	Police - Uniformed	Patrol	157	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
18	Police - Uniformed	Patrol	111	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
19	Police - Uniformed	Patrol	169	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
20	Police - Uniformed	Patrol	170	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
21	Police - Uniformed	Patrol	121	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
22	Police - Uniformed	Patrol	167	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
23	Police - Uniformed	Patrol / Traffic	159	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
24	Police - Uniformed	Patrol	124	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
25	Police - Uniformed	Patrol	168	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
26	Police - Uniformed	Patrol / Traffic	128	\$ 45.1660	2.750%	\$ -	\$ 46.4081	
27	Police - Uniformed	Patrol	149	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
28	Police - Uniformed	Patrol	146	\$ 41.8204	2.750%	\$ -	\$ 42.9705	
29	Police - Uniformed	Patrol	172	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
30	Police - Uniformed	Patrol	173	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
31	Police - Uniformed	Patrol	176	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
32	Police - Uniformed	Patrol	177	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
33	Police - Uniformed	Patrol	178	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
34	Police - Uniformed	Patrol	179	\$ 37.6380	2.750%	\$ 4,469.00	\$ 38.6730	Base Hourly Rate Increase to \$40.8216 Effective 4/29/2017 (48 mos)
35	Police - Uniformed	Patrol	181	\$ 35.5473	2.750%	\$ 4,469.00	\$ 36.5249	Base Hourly Rate Increase to \$38.6730 Effective 1/27/2017 (36 mos)
36	Police - Uniformed	Patrol	182	\$ 35.5473	2.750%	\$ 4,469.00	\$ 36.5249	Base Hourly Rate Increase to \$38.6730 Effective 9/23/2017 (36 mos)
37	Police - Uniformed	Patrol	183	\$ 35.5473	2.750%	\$ 4,469.00	\$ 36.5249	Base Hourly Rate Increase to \$38.6730 Effective 10/14/2017 (36 mos)
38	Police - Uniformed	Patrol	184	\$ 35.5473	2.750%	\$ 4,469.00	\$ 36.5249	Base Hourly Rate Increase to \$38.6730 Effective 12/16/2017 (36 mos)
39	Police - Uniformed	Patrol	185	\$ 31.3653	2.750%	\$ 8,938.00	\$ 32.2279	Base Hourly Rate Increase to \$34.3760 Effective 1/14/2017 (18 mos)+ 7/14/17 (24 mos)
40	Police - Uniformed	Patrol	186	\$ 31.3653	2.750%	\$ 4,469.00	\$ 32.2279	Base Hourly Rate Increase to \$34.3760 Effective 7/5/2017 (18 mos)
41	Police - Uniformed	Patrol	187	\$ 31.3653	2.750%	\$ 4,469.00	\$ 32.2279	Base Hourly Rate Increase to \$34.3760 Effective 7/5/2017 (18 mos)
42	Police - Uniformed	Patrol	188	\$ 31.3653	2.750%	\$ 4,469.00	\$ 32.2279	Base Hourly Rate Increase to \$34.3760 Effective 7/5/2017 (18 mos)

Recreation and Community Programming Department
Radnor Day Camp 2017 - Seasonal Staff Pay Ranges

Radnor Day Camp 2017 - Seasonal Staff Pay Ranges by Position				
Position	# of Projected Positions*	Minimum Per Hour Pay		Maximum Per Hour Pay
Director	1	\$	15.00	\$ 25.00
Assistant Director	1	\$	11.00	\$ 18.00
Specialty Coordinator**	6	\$	11.00	\$ 25.00
Special Needs Support Staff	8	\$	11.00	\$ 18.00
Lifeguard/Swim Instructor	5	\$	8.00	\$ 15.00
Leader II	12	\$	7.50	\$ 12.00
Leader I	12	\$	7.25	\$ 10.00

* Positions are hired commensurate to camp enrollment, generally estimated at 250 participants.

**Specific role responsibilities for Camp Specialty Coordinators are subject to change.

General Information:

1. All positions are filled through an interview/evaluation process; process starts in January.
2. Position pay rates and qualifications vary based on tenure, experience, and special certifications.
3. Some returning staff receive minimal wage increases and vary based on qualifications and performance.
4. Staff members sometimes fulfill roles in other areas such as assisting with community events or running other programs.

Recreation Community Programming Department 11/15/2016

Radnor Township

PROPOSED LEGISLATION



DATE: December 12, 2016

TO: Board of Commissioners

FROM: William M. White, Finance Director

A handwritten signature in black ink, appearing to read "W. White", is placed over the name "William M. White" in the "FROM:" line.

LEGISLATION: Resolution 2016-122 establishing the 2017 Wage and Salary schedule for all Township employees.

LEGISLATIVE HISTORY: Previously, the Board of Commissioners adopted:

- FOP: Resolution 2014-49 approving a replacement contract agreement with the FOP which set forth a 2.75% wage increase for uniformed police officers.
- RATE: Resolution 2014-50 was adopted which set forth wage increases for all RATE employees through 2016. However, at this time, no collective bargaining agreement exists that would include 2017 increases. Consequently, RATE pay amounts are still set at their 2016 levels, subject to further collective bargaining.
- Non-Union: Further, the 2017 Comprehensive Budget, as proposed, includes appropriations for up to 2.75% wage increases for all full and part time non-union employees.
- Township Manager: No wage increase is included for the Township Manager

PURPOSE AND EXPLANATION: Pursuant to the Township's Home Rule Charter and Administrative Code, and in the interest of full transparency, Resolution 2016-122 authorizes the wage adjustments for Township employees.

Please note that increases for non-union staff will be "up to" 2.75% and will be based on each employee's performance evaluation, as determined by the Township Manager.

FISCAL IMPACT: The 2.75% increase will increase the Township's payroll and related expenses by approximately \$160,000 in 2017. This increase is built into the 2017 Comprehensive Budget, as proposed.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the December 12, 2016 Board of Commissioner meeting.

RESOLUTION 2016-123

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE TRANSFER OF EXCESS 2015 GENERAL FUND BALANCE TO VARIOUS OTHER FUNDS

WHEREAS, the Township completed and published its 2015 Audited Financial Statements which includes the Governmental Fund Balance Sheet that details the various components of the 2015 ending General Fund balances; and

WHEREAS, the 2015 audited Balance Sheet includes a total General Fund Balance of \$11,853,873, which includes \$2,702,859 of fund balance that is in excess of the Township's fund balance policy requirement of 15% of annual General Fund expenditures plus an additional 10% of expenditures if the Act 511 revenues exceed 30% of total General Fund revenues in any given year; and

WHEREAS, Chapter §44-11(C) provides direction on the appropriate uses of Nonrecurring Revenues, which is the cause for the 2015 excess fund balance; and

WHEREAS, The Board of Commissioners passed a funding plan for the Clem Macrone Park Improvement Project and passed a series of motions associated with the 2017 Budget Ordinance 2016-15 that provides direction on the allocation of the 2015 excess General Fund Balance.

NOW, THEREFORE, it is hereby **RESOLVED** that the Radnor Township Board of Commissioners authorize the Administration to transfer General Fund balances as detailed in the table below:

Fund	Transfer From	Transfer To
General Fund (#01)	\$ 2,702,859	
Park and Trail Bond Improvement Sub-Fund (#501) Clem Macrone Park Impr.		\$ 1,000,000
Library Bond Improvement Sub-Fund (#500) Library Improvement Project		851,900
Park and Open Space Fund (#22)		400,000
Capital Improvement Fund (#05) Assist in funding the 2017 Capital Plan		354,000
Capital Improvement Fund (#05) Assist in funding the 2017 Capital Plan		96,959

SO RESOLVED, this 12st day of December, A.D., 2016

RADNOR TOWNSHIP

By: _____
Name: Philip Ahr
Title: President

ATTEST: _____
Name: Robert A. Zienkowski,
Title: Township Manager / Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: December 7, 2016

TO: Board of Commissioners

FROM: William White, Director of Finance

A handwritten signature in black ink, appearing to read "William White", is placed over the name in the "FROM:" line.

LEGISLATION: Resolution 2016-123 transferring 2015 excess General Fund Balances to the appropriate funds pursuant to the Clem Macrone Park Improvement Project funding plan and the motions approved by the Board of Commissioner as part of the 2017 Budget Ordinance (2016-15).

LEGISLATIVE HISTORY: The Board amended Chapter §44-11 in July 2014, which provides direction to the Board on appropriation uses of nonrecurring revenues. Then, the Board accepted the 2015 Audited Financial Statements in June 2016 which included the General Fund Balance sheet that shows excess fund balances to be allocated. Finally, the Board passed a series of Motions as part of the 2017 Budget Ordinance (2016-15) that provided direction on the use of the excess fund balance.

PURPOSE AND EXPLANATION: This Resolution memorializes the official approval to transfer General Fund balances. We elected to separate this into its own Resolution to keep the transfer amounts easily traceable (the alternative was simply using the Budget Ordinance as the guidance to transfer the funds). This is a more transparent method and is consistent with approvals to transfer fund balances in prior years.

FISCAL IMPACT: The fiscal impact of the transfers were discussed in detail during the November 7 and November 28 public hearings on the 2017 Budget. In summary, the transfers will

- Assist funding the Clem Macrone Park Improvement Project (in conjunction with grants and bond financing)
- Assist funding the Library Improvement Project (in conjunction with grants, Library funds and bond financing)
- Will allow the Township to forego the otherwise needed voted millage for the Open Space Bonds, Series 2014 being accounted for in the Park and Open Space Fund
- Will fund the remaining portion of the 2017 Pay-as-you-use capital group as detailed in the Five-Year Capital Plan

Fund	Transfer From	Transfer To
General Fund (#01)	\$ 2,702,859	
Park and Trail Bond Improvement Sub-Fund (#501) Clem Macrone Park Impr.		\$ 1,000,000
Library Bond Improvement Sub-Fund (#500) Library Improvement Project		851,900
Park and Open Space Fund (#22)		400,000
Capital Improvement Fund (#05) Assist in funding the 2017 Capital Plan		354,000
Capital Improvement Fund (#05) Assist in funding the 2017 Capital Plan		96,959

RECOMMENDED ACTION: That the Board adopt this Resolution in conjunction with the Adoption of the 2017 Budget Ordinance 2016-15.

Radnor Township

PROPOSED LEGISLATION



DATE: December 7, 2016

TO: Board of Commissioners

FROM: William M. White, Director of Finance

A handwritten signature in blue ink, appearing to read "W. White".

LEGISLATION: There is no formal legislation on this item yet. This agenda item will serve as the discussion that will result in a Resolution being drafted for the Board's consideration at the January 3, 2017 meeting.

LEGISLATIVE HISTORY: Since CARFAC's creation in 2011, they (CARFAC) invited Board of Commission members to attend one meeting annually to discuss current year projects and set the priorities that the Board would like CARFAC to work on in the subsequent year. The informal nature of those discussions left a gap between perceived direction and official Board action. The only way to resolve the issue is for the Board to have a formal discussion and direction in a Board of Commissioner meeting (rather than a CARFAC meeting).

The New Process (beginning with 2017 and moving forward): CARFAC invited all the Board members to attend their November 16, 2016 meeting to informally discuss projects that the Board would like CARFAC to work on in 2017. The next step is for the Board to review the list that was developed during CARFAC's meeting. Once the Board has come to an agreement on the projects they would like CARFAC to work on, a resolution will be drafted and placed on the Board's January 3, 2017 meeting.

PURPOSE AND EXPLANATION: As noted above, the discussion on the December 12 Board of Commissioner agenda is to review the following list of projects discussed at the November 16 CARFAC meeting. Note, that this list was developed during that meeting as a starting point, it is understood that the Board of Commissioners can add, subtract or amend the list as they see fit.

CARFAC's view of its priorities for 2017:

- 1) Planning & Budgeting
 - a. Continue our analysis of the Township's funding of its Capital Plan and Long-Term Liabilities, to include how Radnor compares to other municipalities, to help the Board determine appropriate funding and the most suitable rate of return for use in calculating the Municipality's Minimum Obligation (MMO). Continue to update, refine, and design additional uses of the five-year planning model.
 - b. With respect to Payments in Lieu of Taxes (PILOT), research what has been done by other governments, what is possible, and how the Board might meet with more success in negotiating with local non-profits. Determine the costs of serving non-profits in Radnor.
 - c. Develop a comprehensive set of financial metrics to assist the Commissioners in their management of the Township's finances.
 - d. Continue to refine, update and publish the Stakeholder's Financial Summary Report annually.
 - e. Conclude our investigation of the benefits and costs of striving to improve the Township's credit rating with Moody's from Aa1 currently to Aaa, provided the Board approves the payment for additional research by PFM required to do so; report to the Board.
- 2) Audit
 - a. Oversee the Audit plan and process; interact with the public accounting firm's staff.
 - b. Continue to work with Township staff and auditors to identify and address material weaknesses and significant deficiencies revealed in the audit process.
 - c. Meet with the Board to present our findings, identify and report on Key Performance Indicators.
 - d. Obtain the Board's approval and acceptance of the audit.
 - e. Continue to work with Township staff to improve financial controls and processes.
- 3) Operations
 - a. Continue to monitor and guide the implementation of the new administrative software solution for the Township.
 - b. Review the Township's financial statements and unfunded liabilities quarterly; track key performance indicators; report to the Board annually or as needed.