

TOWNSHIP OF RADNOR
Minutes of the Meeting of April 24, 2017

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

<i>Elaine Schaefer, President</i>	<i>Phil Ahr, Vice President</i>	<i>Donald Curley</i>	<i>Luke Clark</i>
<i>John Nagle</i>	<i>Richard F. Booker</i>	<i>James C. Higgins</i>	

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

President Schaefer called the meeting to order

Notice of Executive Session on April 10, 2017 and preceding the Board of Commissioners meeting of April 24, 2017

There was an Executive Session held on April 10, 2017 where all commissioners attended and matters of personnel were discussed. All commissioners attended the April 24, 2017 executive session; where matters of personnel, real estate and litigation were discussed as well as a performance review of the Township Manager.

1. *Consent Agenda*

- a) *Disbursement Review and Approval: 2017-03D, 2017-03E, 2017-04A, 2017-04B*
- b) *Acceptance of Department Monthly Reports*
- c) *Approval of Meeting Minutes from the March 13, 2017 and March 27, 2017 Board of Commissioners meeting*
- d) *HARB:*
 - *HARB-2017-07 – 409 Oak Lane - Remove existing 1 story shed addition at rear of main house and remove existing garage and shed in rear yard. Add new 1 story and 2 story additions to main house and new garage. Restore exterior of main house including the front porch.*
 - *HARB-2017-08 – 233 Walnut Avenue - Demolish existing screened in porch, slab and portion of rear wall. Construct a 2-story rear addition including 2nd floor bathroom, kitchen addition off the rear of home.*
 - *HARB-2017-09 – 303 S Wayne Avenue - Renovation of existing home while restoring all existing windows facing front on home. Adding a family room to back of home and kitchen.*
- e) *Resolution #2017-55 - Amending the Consolidated Fee Schedule to include professional service pricing for inspection services*
- f) *Resolution #2017-60 - Amending the Consolidated Fee Schedule to include Chapter 150 Design Review Board fees*
- g) *Resolution #2017-62 - Authorizing the Sale of Surplus Vehicles and Equipment*
- h) *Motion to Authorize Radnor Township to Partner with Haverford Township with our Comprehensive Plans and to Receive RFP's for Said Plans*
- i) *Motion to Authorize the Execution of the Radnor Township TAP Trail Easement Agreement*
- j) *Resolution #2017-61 – McGinley Subdivision – Sewage Facilities Planning Module*
- k) *Motion to Authorize to receive Bids for the Painting & Repair of the Exterior of the Willows Cottage*

l) Motion to authorize to receive Bids for the painting of the Matsonford Road Bridge

m) Motion to Authorize to file a complaint for Building Code Violations at 200 S. Ithan Avenue

Commissioner Booker requested for item h & k to be removed from the consent agenda.

Commissioner Clark made a motion to approve the consent agenda excluding items h & k, seconded by Commissioner Nagle. Motion passed 7-0.

2. Commendations of Radnor Police Officers

Superintendent Colarulo presented Radnor Fire Personnel and Radnor Police Officers with Commendations for an incident which occurred on March 27, 2017.

3. Community Recognitions

Tammy Cohen, Director of Recreation and Community Programming, presented an award to Kathy Mair for her community leadership through in the development of the Radnor Committee for Special Education - <http://www.radnorse.com/>, a 501c3 parent-led organization formed in 2015 that represents 500 families in Radnor Township that are living with special needs (K-12) along with her working with our Department to establish the first special needs basketball program this winter, dubbed “Radnor Champions”, and now part of a year-round offering for special needs structured programming. The recognition will be a celebration of Kathy’s efforts as a founder of the Committee along with the program. She also showed a short video as well from the program’s last game.

Mr. Zienkowski, Township Manager, presented an award to Mr. And Mrs. Gaskins for their Community Service as Residents of Radnor Township for Over 50 Years; Initially resided on Glenbrook Avenue ; Long Time Community Activists for Glenbrook Avenue in relation to student rentals restoring community relations and removing several unruly student house and landlords; Long time members of Bryn Rose Civic Association; Founding Members of the Radnor Town watch in 1976; Founding Members and Planners of the Radnor CommUNITY Breakfast (Founded in 2000); 2014 Main Line Martin Luther King Association Award Recipients for 25 years of Community Cohesiveness and Service to Bryn Mawr and Radnor Township. One of the founding residents of the Radnor Community Awareness Committee in 1998. Active members of Bethel African Methodist Episcopal Church in Bryn Mawr, Pa. Serving many roles in the church including and not limited to: The Church’s senior organizational leadership in education; Senior Ushers ; Human Resource Coordinators ; Church Choir. Mr. Gaskins - Original Member of the “White Hall” Gang on Glenbrook Avenue – (Based out of Ciro Iannota & Son, Expert Shoe Repair on Glenbrook Avenue).

4. Reappointment to Radnor Memorial Library Board – Heather Reilly

Commissioner Schaefer made a motion to appoint Heather Reilly and Missy Deck to serve as Township Representatives on the Radnor Memorial Library Board, seconded by Commissioner Clark. Motion passed 7-0.

5. Public Participation

Ken Taylor, Willow Avenue – He spoke in regards with the agenda item in regards to the Stormwater Advisory Committee as well as a potentially and future agenda item pertaining to N. Wayne Field Basin.

Marty Costello – He spoke in regards to a new program in the community called The Casket Flag Ceremony.

Michelle and Dan Skolnick – They announced the 6th Annual Carol H. Axelrod Blood Drive on May 9, 2017 7 am to 7 pm in the Radnorshire Room of the Township Building.

Roberta Winters – She commented in regards to a forum that the League of Women Voters sponsored about Promoting Public Participation through Civil Discourse within the past month. The video of the program can be found on the Township website.

6. Committee Reports

PERSONNEL & ADMINISTRATION

A. Resolution #2017-63 - Adoption of the Radnor Township Organization Chart

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

Mr. Zienkowski discussed the proposed changes to the Organizational Chart and Mr. White discussed the financial impacts/savings to the Township. There was a brief discussion amongst the Commissioners.

Commissioner Schaefer called the vote, motion passed 7-0.

B. Resolution #2017-64 – Approval of the Salary Schedule

Commissioner Ahr made a motion to approve, seconded by Commissioner Clark. Motion passed 7-0.

C. Motion to Authorize for the Promotion of Deputy Superintendents and Lieutenant

Commissioner Schaefer made a motion to authorize promoting Lieutenant Block and Lieutenant Flanagan to Deputy Superintendent, and Sergeant Shawn Dietrich to Lieutenant, seconded by Commissioner Clark. Motion passed 7-0.

D. Administer Oath of Office to Deputy Superintendents and Lieutenant

Mr. Zienkowski and Superintendent said a few words in regards to each of the candidates. Superintendent Colarulo called for the presentation of the colors. The Honorable Ann Osborne swore in Andrew Block as Deputy Superintendent, Christopher Flanagan as Deputy Superintendent and Shawn Dietrich as Lieutenant. Superintendent Colarulo presented each Officer with their Police Badge to have pinned by a family member or close friend. Superintendent Colarulo called for the retiring of the colors. They each spoke a few brief words thanking their families and the Township. Superintendent Colarulo called for the retiring of the colors.

A. Ordinance #2017-06 (Introduction) – Approving a Three-Year Lease for the Philadelphia Area Independent School Business Officers Association (PAISBOA) For a Portion of the Radnor Township Municipal Building, Consisting of Approximately 2,730 Square Feet

Commissioner Ahr made a motion to introduce ordinance 2017-06, seconded by Commissioner Schaefer. Motion passed 6-0 with Commissioner Higgins not in the room for the vote.

B. Resolution #2017-66 - Re-Establishing a Stormwater Management Advisory Committee (SWMAC)

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

Commissioner Schaefer made a motion to amend the resolution to remove the clause in the resolution that states - *The Committee will act as the Radnor Township liaison to the surrounding local governments who are in the same watersheds as Radnor Township, including but not limited to Tredyffrin Township and Easttown Township.*, seconded by Commissioner Curley.

Public Comment

Ken Taylor, Willow Avenue – He spoke in regards to his concerns with the proposed amendment to the resolution.

Commissioner Schaefer called the vote on the amended motion, motion passed 6-1 with Commissioner Booker opposed.

There was a discussion amongst the Commissioners and Staff in regards to the proposed resolution.

Commissioner Schaefer called the vote on the original motion as amended, motion passed 6-1 with Commissioner Booker opposed.

C. Resolution #2017-65 - Establishing a Policy for Televising or Taping Public Meetings Within the Radnor Township Municipal Building

There was a discussion amongst the Commissioners whether to only discuss the above proposed resolution and not take action until they have financials provided on the cost it would be to televise all meetings or to take action on the resolution tonight.

Commissioner Curley made a motion to approve the resolution amending paragraph 3 to indicate that requirement would not apply for any Board or Commission including the Zoning Hearing Board, Rental Housing Board, Code Appeals Board and Planning Commission; seconded by Commissioner Booker.

Commissioner Nagle made a motion to table, seconded by Commissioner Schaefer. Motion passed 4-3 with Commissioners Booker, Clark and Curley opposed.

PUBLIC WORKS & ENGINEERING

D. Presentation & Update by T&M Associates for the Banbury Way Stormwater Management Project (A Recommendation from the SWMAC is Included in the Packet)

They made a brief presentation which can be found on the Township website at: <http://www.radnor.com/910/Board-of-Commissioners-Presentations>. There was an agreement that T&M would come back to the Board with more of the true costs of the options proposed in the presentation as well as the infrastructure that will need to be replaced as well as for staff to reach out the bank landowner.

h) Motion to Authorize Radnor Township to Partner with Haverford Township with our Comprehensive Plans and to Receive RFP's for Said Plans

Steve Norcini explained that in 2016, Lori Hanlon-Widdop, Assistant Township Manager of Haverford Township, approached Radnor Township in regards to a joint Comprehensive Plan. Radnor Township was invited to a presentation by David Schwartz, P.E., AICP, of CH Planning Ltd., outlining the benefits of a multi-municipal comprehensive plan between the neighboring Townships of Haverford and Radnor. As Haverford Township was ready to embark on a Comprehensive Plan, they felt this was the appropriate time to determine if Radnor Township would wish to partner with Haverford in this endeavor. In the CH Planning presentation (please see attached), they noted the many benefits of a Joint Comprehensive Plan. To

mention a few of those benefits: economies of scale, regional perspective, better opportunities for grants, multi-modal transportation/traffic management, stormwater management (let's not forget MS4!), and trail systems. The purpose of this legislation is to authorize staff to jointly issue a Request For Proposal to qualified planning firms, in regards to a multi-municipal comprehensive plan, between Radnor and Haverford Townships. Radnor Township's Comprehensive Land Use Plan was last updated in 2003.

There is no fiscal impact in regards to issuing the Request For Proposal. Should the Board of Commissioners wish to award the recommended firm to provide the Multi-Municipal Comprehensive Plan, the cost will be determined at that time. The attached CH Planning Power Point notes a possible total expense to the Township of \$75,000, which may be reduced to \$50,000 if a Municipal Assistance Program (MAP) Grant. Please use this information for an example of the magnitude of cost only. Once proposals are received, the actual cost will be known.

Commissioner Schaefer made a motion to authorize, seconded by Commissioner Ahr. Motion passed 6-1 with Commissioner Booker opposed.

k) Motion to Authorize to receive Bids for the Painting & Repair of the Exterior of the Willows Cottage

Commissioner Nagle made a motion to authorize, seconded by Commissioner Ahr. There was a brief discussion amongst the Commissioners and staff in regards to the motion. Commissioner Schaefer called the vote, motion passed 6-1 with Commissioner Booker opposed.

FINANCE & AUDIT – None

PARKS & RECREATION

Tammy Cohen, Director of Recreation and Community Programming reviewed all of the upcoming Parks and Recreation events which can be found on the Township website.

COMMUNITY DEVELOPMENT – None

LIBRARY - None

PUBLIC HEALTH

Commissioner Nagle encouraged everyone to watch the last Board of Health meeting as there was a presentation on ticks.

PUBLIC SAFETY - None

Old Business

Commissioner Curley commented in regards to the sign at Unkerfer Park and inquired why it didn't go through the Design Review Board. There was a brief discussion amongst the Commissioners and staff.

Commissioner Curley made a motion to have Design Review Board for review of the sign which was installed at Unkerfer Park, seconded by Commissioner Booker.

Public Comment

Sara Pilling – She commented in regards to the size of sign being out of scale, new plantings (spruce trees) being too many and out-of-scale and sign/plantings blocking the original plantings placed in this small triangular space that reflected our Welsh heritage.

Motion passed 6-1 with Commissioner Nagle opposed.

New Business

- Discussion and Possible Motion - Pennsylvania Department of Community and Economic Development (DCED) Grant Application; Eagle Rd.-N. Wayne Ave. Sidewalk and Authorization for Gilmore and Associates to complete the Grant Application with the Pennsylvania Department of Community and Economic Development (DCED) Grant Application; Eagle Rd.-N. Wayne Ave. Sidewalk (Requested by Commissioner Higgins)

The request before you will allow Gilmore & Associates, Inc. to revise (from the aforementioned Act 87 Grant Application) any documents, plans and estimates and prepare application documents for a DCED MTF Grant to construct sidewalks from the intersection of Woodsworth Court and North Wayne Avenue, on the east side to the intersection of Eagle Road and "North Wayne Avenue. The two curb ramps would be connected via a painted crosswalk. A pedestrian could then walk safely on sidewalks on North Wayne Avenue from Woodsworth Court to the Wayne Regional Rail Station, and beyond. Previous grant costs were identified and revised as follows; however, the below numbers may be revised as Gilmore & Associates reviews all required document submissions and adjust estimates as needed. A final resolution acknowledging that the Township will fund the project along with the grant amount requested will be provided to the Board of Commissioners once the cost estimates and grant request numbers are finalized as required by the grant application. This includes a fiscal impact of the \$5,100 grant application cost to Gilmore and Associates; however, the project includes an estimated fiscal impact of \$121,120, including the \$5,100 for the application. The 2017 Budget includes a line item for this project (page 238), however, no funds were identified. If this project is selected, the construction will not occur until 2018 or 2019 so the Board of Commissioners may elect to defer this expenditure to 2018.

There was a discussion amongst the Commissioners and staff in regards to the above. Commissioner Higgins made a motion to authorize staff to prepare a grant application to Department of Community and Economic Development for the engineering and construction of a sidewalk on N. Wayne Avenue from Eagle Road and the Township Line and we commit the Township to the application funds of \$5,100, seconded by Commissioner Schaefer. Motion passed 6-1 with Commissioner Booker opposed.

Public Comment

Jim Gingrich – He inquired if green streets would be considered?

- Discussion and Possible Motion Authorizing Gilmore and Associates to complete a Pennsylvania Department of Community and Economic Development (DCED) Grant Application for ADA Curb Ramps, Sidewalk Replacement and Curb Replacement on the South Side of Lancaster Avenue, from Garrett Avenue to Barley (Requested by Commissioner Ahr and Township Manager)

The stretch of sidewalk noted above (+/- 1,500 LF), carries pedestrians from the Radnor House Condominium, Rosemont Plaza, Garrett Hill, Conestoga Village, Regional Rail customers, and Villanova University, to name a few. The current sidewalk is under-sized in width, does not comply with ADA requirements for curb cuts, does not have painted crosswalks, and the curb is so low as to cause concerns to pedestrians when vehicles pass by. The proposed project will entail addressing the aforementioned shortcomings of the existing sidewalk, and will connect with the newly installed sidewalk by Villanova University at Pike Field/future Performing Arts Center, and the wide sidewalk by Radnor House Condominiums. The proposed motion is to authorize Gilmore & Associates to provide a cost proposal to perform the requisite preliminary engineering for the grant application. As part of that work, an estimated project cost and Township's financial requirement will be provided. Gilmore & Associates will provide a cost estimate for this work.

There was a discussion amongst the Commissioners and staff and it was agreed that the above sidewalk as well as sidewalks on S. Devon, Glenmary and Roberts Road will be looked at and Amy Kaminski will bring more information back to the Board at the next meeting with initial assessments.

Public Comment

Sara Pilling, Garrett Avenue – She is in support of the above discussed sidewalk on Lancaster Avenue.

Public Participation

Ken Taylor, Willow Avenue – He spoke in regards to stormwater at N. Wayne Field.

Toni Bailey – She is in support of the proposed sidewalk on Lancaster Avenue.

Baron Gemmer – He commented in regards to televising of Township meetings as well as noting the location of the meetings.

There was a discussion amongst the Commissioners in regards to reimbursing John Haines for the recording of the last Zoning Hearing Board and the Township could place it on their website. Commissioner Curley made a motion to reimburse John Haines \$185.00 for the recording of the last Zoning Hearing Board meeting, seconded by Commissioner Booker. Commissioner Curley chose to table the motion until next meeting.

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

Respectfully submitted,

Jennifer DeStefano