

TOWNSHIP OF RADNOR
Minutes of the Meeting of December 12, 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 December 12, 2016

All commissioners were in attendance at the December 12, 2016 Executive Session where matters of real estate, personnel and litigation were discussed.

Commissioner Ahr announced that Item B on the agenda will be removed from the agenda tonight.

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

Commissioner Schaefer made a motion, seconded by Commissioner Clark. Motion passed 7-0.

1. Commendation for Life Saving Award – Radnor Township Police Department

Superintendent Colarulo, Commissioner Ahr and Lieutenant Block presented Sergeant Pinto, Officer Cieslinski and Officer Patterson with a commendation for a Life Saving event which occurred on November 30, 2016.

Mr. Zienkowski presented Commissioner Ahr with the Certificate of Achievement for Excellence in Financial Reporting has been awarded to Township of Radnor by the Government Finance Officers Association of the United States and Canada (GFOA) for its 2015 Comprehensive Annual Financial Report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Mr. Zienkowski and Commissioner Ahr acknowledged Mr. White, Finance Director and his entire department for the well-deserved award.

2. Public Participation

Jane Galli, Barcladen – She gave an update on the December 1, 2016 Villanova CARE meeting.

Toni Bailey – She commented in regards to Air Quality around the Villanova project.

Dan Sherry – He spoke in regards to the upcoming Board reorganization.

Bob Madonna, President Surrey Services – He spoke in regards to the services that they offer to residents in Radnor Township.

3. 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

Commissioner Nagle made a motion to adopt ordinance #2016-11, seconded by Commissioner Higgins. Motion passed 6-1 with Commissioner Booker opposed.

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

Removed from the Agenda.

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

Commissioner Curley made a motion to approve, seconded by Commissioner Schaefer. Motion passed 7-0.

PUBLIC WORKS & ENGINEERING

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

Mr. Robinson, Engineer for the applicant was present for any questions. There was a brief discussion amongst the Commissioners and staff.

Commissioner Higgins made a motion to approve, seconded by Commissioner Clark. Motion passed 6-1 with Commissioner Booker opposed.

Commissioner Higgins discussed a proposed sidewalk project from Iron Works Way to Chamounix Road which was discussed and a motion passed at the October 10, 2016 Board of Commissioners meeting. There is a multimodal transportation fund grant from the Pennsylvania Department of Transportation for Pedestrian Improvements along Lancaster Avenue between Iron Works Way and the Crestwood Apartment Complex. There was a discussion which followed by the Commissioners in regards to the project and funding.

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

Mr. White commented gave a brief background on the 2017 Budget. There was a discussion amongst the Commissioners.

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

F. Resolution #2016-122 - Establishing the Wage and Salary Schedule for 2017

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

G. Resolution #2016-123 - Allocating the December 31, 2015 Excess Fund Balance

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

H. Discussion of the 2017 CARFAC priorities

Mr. White reviewed the below list of projects which were discussed at the November 16, 2016 CARFAC meeting. The 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 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.

There was an in depth discussion amongst the Commissioners, Township Solicitor and Staff in regards to how CARFAC meetings are conducted and whether they should be televised.

Public Comment

Sara Pilling – She commented in regards to how she would like to see the CARFAC meetings televised.

PUBLIC HEALTH

None

PUBLIC SAFETY

None

PARKS & RECREATION

Mr. Zienkowski commented that the Santa Delivery this past weekend was Huge success and thanked everyone who participated.

LIBRARY

Commissioner Ahr commented that there was a ground breaking ceremony this past weekend for the upcoming renovation project.

Old Business

None

New Business

Commissioner Schaefer commented that the Public Safety subcommittee will meet on Thursday, January 12 at 7:45 p.m. or immediately following the Parks Board meeting in the Radnorshire Room of the Radnor Township Building. The topic of discussion will be options for emergency communications in the Willows/Skunk Hollow Park.

Commissioners Clark commented that there will be an open house on January 9th to the discuss the Open House for Midland Avenue Sewer Project beginning at 6:00 PM.

Mr. Zienkowski asked for the Board to consider scheduling special meetings to discuss the capital plan prioritization and funding; Open Space Funding and Pension Plan Funding. He would like to have this on the agenda for January 3rd to discuss and set dates.

Public Participation

Danielle Kleiman – She wanted to thank the Board for their service and have some positive comments rather than always negative.

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

*Respectfully submitted,
Jennifer DeStefano*