**THORNBURY TOWNSHIP**
**DELAWARE COUNTY**

WWW.THORNBURY.ORG

**BOARD OF SUPERVISORS:**

James H. Raith, Chairman
James P. Kelly, Vice Chairman
Sheri Perkins, Supervisor
*Public Meetings*
*1st & 3rd Wednesday of each month*

# MINUTES
## Thornbury Township Board of Supervisors Meeting
## Wednesday, October 18, 2017

The Thornbury Township Board of Supervisors held a Work Session Meeting on Wednesday, October 18, 2017, at the Township Administration Building, Township Drive, Cheyney PA. Chairman Raith called the meeting to order at 7:00 p.m. with a salute to the flag.

**PRESENT:**

James H. Raith, Chairman
James P. Kelly, Vice Chairman
Sheri L. Perkins, Supervisor
Jeffrey Seagraves, Township Manager
Geoffrey Carbutt, Township Secretary
Lindsey Price, Roadmaster
Peter Barsz, CPA Township Treasurer
Kenneth D. Kynett, Esq., Township Solicitor
Michael Ciocco, PE, Township Engineer
Charles Faulkner, PE, Township Sewer Engineer
Number of Attendees: 7

Chairman Raith announced that that the Board previously held a brief Executive Session this evening regarding real estate matters and legal matters. He then introduced Colleen Marrone, Vice Chair of Delaware County Council, in attendance.

## APPROVAL OF CHECK REGISTERS

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the General Fund check register in the amount of $134,514.69 for the period October 5, through October 18, 2017, was approved.* Chairman Raith called for comment. There was no comment.

*On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, the Sewer Fund check register in the amount of $65,330.79 for the period October 5, through October 18, 2017, was approved.* Chairman Raith called for comment. There was no comment.

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the Escrow Fund check register in the amount of $300.00 for the period October 5, through October 18, 2017, was approved.* Chairman Raith called for comment. There was no comment.

*On a motion by Sheri Perkins, seconded by James Kelly and carried unanimously, the Capital Improvement Fund check register in the amount of $4,000.00 for the period October 5, through October 18, 2017, was approved.* Chairman Raith called for comment. There was no comment.

## APPROVAL OF MINUTES

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, the Wednesday, October 4, 2017 Public Meeting minutes were approved as presented.* Chairman Raith called for comment. There was no comment.

## AGENDA ITEMS

Jeff Seagraves detailed the Agreement of Sale for Open Space and confirmed the sale price at $656,500.00.

*On a motion by Sheri Perkins seconded by James Kelly, and carried unanimously, the Agreement of Sale of Land, for the purchase of approximately 14.7 acres from Dr. Rosemarie Collins, to Thornbury Township, and authorize the Township Manager Jeff Seagraves, to execute the contract, attend closing, and execute the required closing documents on behalf of the Township, was approved.*

Chairman Raith called for comment, then commented that this property was a work in progress since 2010 and was subdivided in 2012. Jim approached the County, Colleen Marrone and Dave White for their help in procuring this open space, to which 10% was committed. Jim then detailed the property. Vice Chairman Kelly thanked Jeff for the great job that he did in negotiating that. Sheri Perkins thanked Colleen and the County for their contribution.

Colleen then thanked Thornbury Township for their tenacity in obtaining Open Space and congratulated the Board.

Jeff Seagraves explained the advertising process for the Annual Budget.

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, authorizing advertising the Preliminary Annual Township Budgets for fiscal year 2018, was approved.* Chairman Raith called for comment. There was no comment.

Jeff Seagraves explained the advertising process for the Annual Audit.

*On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, authorizing advertising for a Certified Public Accountant or firm, to audit the Township accounts for fiscal year 2017, was approved.* Chairman Raith called for comment. There was no comment.

Mike Ciocco explained the Pre-Dedication process.

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, authorizing the Township Engineers to proceed with punch lists for Dedication of the Mill Creek Subdivision, was approved.* Chairman Raith called for comment. There was no comment.

Charles Faulkner explained the final payment on the Treatment Tank Electrical Contract.

*On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, Certificate for Payment No. 4 (Final) for A.N. Lynch Company, Inc. in the amount of $1,251.35, for the Wastewater Treatment Tank Replacement Electrical Contract, was approved.* Chairman Raith called for comment. There was no comment.

## STAFF REPORTS

### TOWNSHIP MANAGER'S REPORT- Jeff Seagraves

Jeff thanked everyone for the combined effort in acquiring the Collins property.

The Manager's Report was submitted and is attached. Jeff mentioned that the stop signs were installed at the intersection of Dilworthtown and Westtown Roads on Saturday October 14, 2017. The intersection is now a "four way" stop intersection.

We held our Annual Children's Fishing Derby on Saturday 10-14-17. The event had a moderate turnout, possibly due to the weather.

We received a request from the West Chester Area Education Foundation to participate in their second annual Social and Fine Art Auction. Last year we were an Honor Role sponsor, and I am recommending that the Board consider the same level of support this year. The contribution is for $250.00 and that includes 2 tickets to the auction.

*On a motion by James Kelly, seconded by Sheri Perkins, and carried unanimously, a contribution to the West Chester Area Education Foundation as Honor Role Sponsor, in the amount of $250.00, was approved.* Chairman Raith called for comment. There was no comment.

The Zoning Hearing Board heard the continuance of the appeal by the Andover HOA of Grading Permit #17005 issued by Thornbury Township on 10-16-17. The Zoning Hearing Board intends to issue their opinion on Monday November 6, 2017.

The Halloween Parade and Fall Festival are scheduled for this Sunday, 10-22-17. Anyone who ordered daffodil bulbs should pick them up at the comfort station during the Fall Festival.

Lastly, Jeff reported that our Annual Senior Fall Luncheon is scheduled for Thursday October 26th, at 12:00 PM here at the Township building.

There was no comment on the Manager's report.

## TOWNSHIP ROADMASTER'S REPORT – Lindsey Price

The Roadmaster's Report was submitted and is attached.
There was no comment on the Roadmaster's report.

## TOWNSHIP TREASURER'S REPORT – Peter Barsz, CPA

The Treasurer's Report was submitted and is attached.
There was no comment on the Treasurer's report.

*On a motion by Sheri Perkins, seconded by James Kelly, and carried unanimously, the Treasurer's Report for September 30, 2017, was accepted as presented.*
Chairman Raith called for comment. There was no comment. The Board thanked Peter.

## TOWNSHIP SOLICITOR'S REPORT – Kenneth D. Kynett, Esq.

The Solicitor's Report was submitted and is attached. Ken mentioned the Black Bell Farm Subdivision, and he has prepared Development and Security Agreements and submitted them to Walton Lane Associates, LLC, the proposed new Owner/Developer, subject to Township review and approval.
There was no comment on the Solicitor's report.

## TOWNSHIP ENGINEER'S REPORT – Michael Ciocco, PE

The Engineer's Report was submitted and is attached.
There was no comment on the Engineer's report.

## TOWNSHIP SEWER ENGINEER - Charles Faulkner, PE

The Township Sewer Engineerôs Report was submitted and is attached.
There was no comment on the Sewer Engineerôs report.

In closing, Chairman Raith thanked Colleen Marrone again for her time tonight.

## ADJOURN

The meeting adjourned at 7:16 pm
Respectfully submitted,

Geoffrey Carbutt
Township Secretary

cc: Board of Supervisors
Kenneth Kynett, Esq.
Jeffrey Seagraves, Township Manager