

REGULAR MEETING
BOROUGH COUNCIL
MALVERN BOROUGH
1 East First Avenue
Malvern, PA 19355

March 21, 2017
7:30 P.M.

PRESIDING: Council President Bramwell

INVOCATION: David B. Burton, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

1. ROLL CALL: Council President Bramwell
Council Vice-President Uzman
Council Member Arena
Council Member Grossman
Council Member Lexer
Council Member Meisel
Council Member Sinquett
Mayor Burton

2. RECORDING OF MEETING:

Council President Bramwell asked in accordance with Resolution No. 714 if any member of the audience was recording the meeting.

No audience member identified themselves as recording the meeting.

3. APPROVAL OF MINUTES:

A motion was made by Council Vice-President Uzman, seconded by Council Member Arena and carried by a vote of 7-0, to approve the minutes of the meeting held on Tuesday, February 21, 2017 and Tuesday, March 7, 2017 as submitted.

4. APPROVAL OF REPORTS:

A motion was made by Council Vice-President Uzman, seconded by Council Member Lexer and carried by a vote of 7-0 to approve the Treasurer's Report, the Committee Reports for Finance & Administration, Public Safety, Public Works and the Chief of Police Report, the Code Enforcement and Zoning Officer's Reports (Building Inspector's Report, Housing and Property Maintenance Report, and Zoning Report), the Superintendent of Public Works Report, and the Manager's Report for the month of February 2017, as submitted.

5. BOROUGH COUNCIL COMMITTEE REPORTS:

a. Finance & Administration

Borough Manager Bashore stated the Finance and Administration Committee met on March 21, 2017. Matters before the Committee included a discussion with the Borough Actuary, Beyer-Barber & Associates, about the 2017 actuarial report for the police and non-uniform pension funds, a review of proposed revisions to the Borough's personnel policy, and discussion

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about banking options for the Borough's funds. A more detailed report will be provided with the materials for the April 18, 2017 meeting of Borough Council.

b. Public Safety

Borough Manager Bashore stated the Public Safety Committee has not met since the February 21, 2017 meeting of Borough Council. The Committee has reviewed information pertaining to the Borough's multimodal transportation study project being funded through the Vision Partnership Program grant that the Borough received. McMahon Associates will be coordinating the survey through their 'mySidewalk' program. The Committee reviewed the survey questions and they were forwarded to the Borough Traffic Engineer. In addition, we are targeting April 3, 2017 from 5:00 pm to 8:00 pm to host an open house at Borough Hall for the public as part of the grant program's requirements.

c. Public Works

Borough Manager Bashore stated the Public Works Committee met on March 7, 2017. Matters before the Committee included discussion on the update of the Borough Hall HVAC system, the 2017 paving program, a proposal to complete a study of the Borough's sewer tapping fee, and a proposal for a community arts project.

6. 2016 COMMITTEE REPORTS:

a. Parks & Recreation Committee

Borough Manager Bashore presented the Committee's 2016 Accomplishments. Offered a family-friendly Easter Egg Hunt that was attended by more than two-hundred (200) area residents. This past year's hunt was held at the Paoli Battlefield to accommodate the growing number of attendees. A similar (if not greater) crowd is expected again this year and the Parks and Rec Committee has been collaborating with the Paoli Battlefield Association, Malvern Borough Police Department, and Malvern Volunteer Fire Company, as well as with other groups, to ensure the event's continued success. The Committee secured a \$1,641 Project Stream Grant Award from the Pennsylvania Council on the Arts to produce a community concert and children's musical workshop this upcoming summer. The Committee organized and launched a fall adult kickball league in Malvern featuring eight (8) teams of ten (10) – fifteen (15) players. The success of the fall league inspired the creation of a spring 2017 dodgeball league this April and kickball will return again in the fall of 2017. The Committee held free community events in Burke Park including Malvern on Ice, Fall Fest, fall and spring yard sales, and two (2) movie nights. All events were free to attendees and were well-received. Organizationally, the Committee added four (4) new members to the group.

b. Shade Tree Commission

Borough Manager Bashore presented the Committee's 2016 Accomplishments. Thirty-one (31) bare-root trees, of twenty (20) varieties were planted in the Borough in the past year (13 trees were planted in the Fall and 18 in the Spring). These planting were coordinated with the

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Pennsylvania Horticulture Society and the Borough staff. Members of the Commission, at the request of the Zoning Officer, checked on the condition of several trees in the borough. There were two (2) or three (3) potentially-hazardous trees hanging over a wooded trail in the Paoli Battlefield Park. Due to encroachment of boundary in Randolph Woods, Joe Bones has been part of an ad hoc committee. Mr. Bones believes an establishment of a boundary via tree planting should be accomplished in the near future to reduce and possibly eliminate the encroachment. The Commission will continue an informal survey of the Borough Shade trees and will submit its findings to Borough Administration. Currently, the Commission is reviewing the current list of recommended trees listed in the Borough ordinance.

c. Planning Commission

Dave Knies, Chair of the Planning Commission provided a summary of the Commission's 2016 Accomplishments. In 2016, the Commission reviewed three (3) Subdivision and Land Development Applications, conducted three (3) ordinance revisions, spearheaded the Randolph Woods Ad Hoc Committee and wayfinding signage, advised Borough Council on five (5) Zoning Hearing Applications, and reviewed East Whiteland Township's updated Comprehensive Plan.

d. Historical Commission

Lynne Hockenbury, Chair of the Historical Commission provided a summary of the Commission's 2016 Accomplishments. Monthly meetings were moved from the fourth Monday of the month to the fourth Tuesday of the month. Six subcommittees were also established to aid in completing work in a more efficient manner. These include the History Center Committee, the Display Committee, the Preservation Awards Committee, the Historic Ordinance Properties Committee, the Publications Committee, and the Events Committee. Three Commissioners serve on each of the committees.

The Commission received the final report from the Historical Society of Pennsylvania (HSP), which detailed 14 collections. Commissioners are using the report format to arrange the History Center in a way that if someone were to find our collections on the online database hosted by HSP, they would know where to find the items. The Commission purchased a new display case for the lobby to showcase some of its more interesting and noteworthy items.

The Commission continues its mission to educate the public through its Facebook page that included regular postings on Mondays and Thursdays. As of March 15, 2017 the Commission's Facebook page has 756 likes. The Commission has published articles in the Borough Broadcaster and InGreat Valley, as well as, continue to have a presence at the Malvern Blooms, Oktoberfest/Harvest Festival, and Victorian Christmas events sponsored by the Malvern Business and Professional Association.

The Historical Commission attended a number of Farmers Markets over the summer, the Paoli Battlefield Preservation Fund's Heritage Day, and the Malvern Fire Company's fundraiser for one of its firefighters. These events were a means to sell merchandise and an opportunity to connect with the public, sharing stories of historical significance. The Commission is now able to

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accept credit card payments through Municipay, and items are for sale on the Borough's website using the Municipay system. The Commission is selling t-shirts, designed by one of its commissioners, however, its best seller continues to be the reproduction postcards.

The Commission has made arrangements with Campli Photography to be the exclusive source for Malvern's historic photographs. The Commission presented seven (7) properties with its Annual Preservation Awards and the Commission is working diligently to prepare the 2017 awards.

7. PRESENTATION – HISTORICAL COMMISSION – RECOGNITION OF THE MONDAY AFTERNOON CLUB:

Barbara Rutz, Vice-Chair of the Historical Commission presented an award of recognition to Linda Reeves, on behalf of the Willistown Country Day Montessori School for adaptive reuse of what was the Monday Afternoon Club of Malvern.

The Monday Afternoon Club of Malvern was organized in 1909 as a women's club "for the uplift of all its members thereof and the social and civic improvement of the community." The Club hosted a variety of programs, such as readings, men's nights, vocal and instrumental music events, hat design parties, luncheons, dinners, flower shows, trips, and teas from the 1920s to 2000s. The Club continued its commitment to encourage and support the young people of the area and community organizations until 2002, when the Monday Afternoon Club of Malvern was disbanded.

8. RESOLUTION NO. 732 – 217 S. WARREN AVE. (REVISED LANDSCAPING PLAN):

A motion was made by Council Member Lexer, seconded by Council Member Sinquett, and carried by a vote of 7-0, to approve, subject to conditions, Sheet 8 of 11 of the plan entitled "Final Subdivision Plan – Landscape Plan for 217 S. Warren Avenue Greenstone Development II Corp.," prepared by InLand Design, dated December 13, 2012, last revised March 9, 2017, signed and sealed by Eric T. Leeson, Registered Landscape Architect, pursuant to the Malvern Borough Subdivision & Land Development Ordinance of 2006, as amended ("Land Development Ordinance") for the development of certain property ("Property") located in the Borough of Malvern ("Borough"), Chester County, Pennsylvania, in the R-4 zoning district. This is a revision to the previously approved landscaping plan approved by Borough Council through Resolution No. 695.

Council Member Lexer expressed his appreciation to Mr. Galbally of TAG Builders, Inc. and other developers who take a risk to renovate and build in the borough. However, developers should communicate better with the Borough throughout the entire development process.

9. PARKS & RECREATION COMMITTEE APPOINTMENT:

A motion was made by Council Member Arena, seconded by Council Vice-President Uzman, and carried by a vote of 7-0, to appoint Erin DeRafelo to the Malvern Borough Parks &

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Recreation Committee, with a term to expire on January 1, 2021. This appointment is to fill the unexpired term of Kevin Comstock, who resigned from the Committee on February 2, 2017.

10. OLD BUSINESS:

- a. Ordinance #2016-2: Issuance of Non-Electoral Debt

Council President Bramwell stated this agenda item is tabled for discussion.

- b. North Warren Avenue Transit Project

Christine Santa Maria, 1 West Broad Street, restated her concerns with the proposed sidewalk along the side of her property, citing loss of personal use, sidewalk maintenance and responsibility, and not connecting to an existing sidewalk network. Ms. Santa Maria was not pleased with the communication from the Borough regarding the sidewalk that will be installed in the right-of-way on North Warren Avenue. She is relieved to her from the Borough Engineer that her retaining wall and off-street parking will remain.

A motion was made by Council Member Grossman, there was no second by a Council Member to amend the scope of work, per Resolution NO. 679, dated June 17, 2014.

A motion was made by Council Member Arena, seconded by Council Vice-President Uzman, and carried by a vote of 6-1, Council Member Grossman voted against, to proceed with the sidewalk installation on the east-side of North Warren Avenue in order to maintain the goal of bidding out the project in the spring of 2017.

Borough Engineer Daley recommended any questions regarding fencing should be directed to Bill Wilfong, Codes/Zoning Officer for the Borough as the trailhead may be considered to be a front-yard, limiting fence height to three (3) feet.

11. NEW BUSINESS:

- a. Notice of Bids Acceptance – 2009 Dodge Nitro

Borough Manager Bashore stated the Borough is accepting bids through March 31, 2017 at 1:00 p.m. for the 2009 Dodge Nitro that was the Police Chief's vehicle. Interested parties should submit bids through Municibid; a link is available on the Borough's website.

- b. Escrow Release Request #1 – 183 Pennsylvania Avenue

A motion was made by Council Member Lexer, seconded by Council Vice-President Uzman, and carried by a vote of 7-0 to release \$17,250.00 to 183 PA Ave., LLC. for 183 Pennsylvania Avenue, as recommended by the Borough Engineer's letter dated, March 9, 2017.

- c. 2017 Paving Program

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Borough Manager Bashore stated before Borough Council this evening is a proposal from Charlestown Paving & Excavating to complete a mill and overlay of the intersection of Longford Lane, Margaret Lane, and Old Lincoln Highway. The proposal price is \$5,900.00. The Malvern Hills II Homeowners Association is intending to pave Margaret Lane this spring /summer and approached the Borough about paving the intersection. Margaret Lane is a private road, but the intersection is owned and maintained by the Borough.

A motion was made by Council Vice-President Uzman, seconded by Council Member Meisel, and carried by a vote of 7-0 to authorize Charlestown Paving & Excavating to complete a mill and overlay of the intersection of Longford Lane, Margaret Lane, and Old Lincoln Highway at a costs of \$5,900.00.

d. Zoning Hearing Board

Borough Manager Bashore stated the Monday, March 27, 2017 Hearing has been cancelled due to no new applications. The next scheduled hearing is Monday, April 24, 2017.

12. PUBLIC FORUM:

Council President Bramwell informed all present that copies of the agenda are available at the front entrance. Citizens/taxpayers were advised that Public Forum is the time to offer comments to bring any issues/concerns before Council that are not on the agenda.

a. John Buckley, 165 Church Street, suggested the Borough coordinate with Aqua, Inc. when completing streetscape projects so utilities may be upgraded while the roadways are opened. Mr. Buckley expressed his dissatisfaction with how the snowplowing covered a fire hydrant near his property. Police Chief Marcelli stated, from his observations, that the fire hydrant Mr. Buckley referenced was accessible for fire department access.

b. Borough Manager Bashore announced as part of the Borough's Vision Partnership Grant award, the Borough is undertaking a transportation study to make it better to get around town whether you're walking, biking, taking transit, or driving. The Borough would like feedback from everybody, including residents, business owners, and visitors. There is a survey available online on the Borough's website and a Community Open House is scheduled for Monday, April 3, 2017 from 5:00 p.m. to 8:00 p.m. at Borough Hall.

c. Borough Manager Bashore announced that the speed table installation on Monument Avenue is scheduled to begin on Wednesday, April 12, 2017 and detours signage will be in-place while the work is completed. In addition, the Borough will send notices to the residents on Monument Avenue, South Griffith Avenue, the Malvern Fire Company, and the Paoli Memorial Association.

13. ADJOURMENT:

At 8:32 p.m. Council President Bramwell stated Council will adjourn to Executive Session to discuss personnel matters.

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Council President Bramwell reconvened the public meeting at 9:12 p.m.

All business having been discussed, a motion was made by Council Vice-President Uzman, seconded by Council Member Arena and carried by a vote of 7-0 to adjourn the meeting at 9:15 p.m.

Respectfully submitted,

Neil G. Lovekin
Assistant Secretary