

**WEST BRADFORD TOWNSHIP  
BOARD OF SUPERVISORS - BUSINESS MEETING  
September 13, 2022**

**BOARD OF SUPERVISORS**

Kevin Houghton, Chairman  
Laurie Abele, Vice-Chairwoman  
  
Jack M. Hines, Jr., Absent

**TOWNSHIP PERSONNEL**

Justin Yaich, Township Manager  
Scott Andress, Public Works Director  
Joseph Antonelli, Planning & Zoning Director  
Dan Daley, Engineer  
Jack Law, Fire Chief  
Pamela Henrichon, Administrative Assistant

**CALL TO ORDER**

Chairman Kevin Houghton called the meeting to order at 7:00 p.m.

Mr. Houghton announced that the Board met in executive session on August 10, 2022 from 8:40 p.m. to 9:15 p.m., August 22, 2022 from 1:30 p.m. to 2:00 p.m., and again on September 13, 2022 from 5:30 p.m. to 6:30 p.m. to discuss real estate and personnel

**PUBLIC COMMENT**

None

**BUSINESS**

**MINUTES – August 10, 2022**

Mrs. Abele motioned to approve the August 10, 2022 Meeting Minutes as presented, second by Mr. Houghton. Motion carried 2-0.

**TREASURER'S REPORT & ACCEPTANCE of 2022 MMO**

Mr. Yaich reported on fund activity for the year to date and presented a list of bills to be paid. He also reported the 2023 Minimum Municipal Obligation for the West Bradford Township pension plan. Mrs. Abele motioned to pay the bills as presented, accept the 2023 MMO and ratify the payroll, second by Mr. Houghton. Motion carried 2-0.

**DEPARTMENT OF BUILDING SAFETY REPORT**

Mr. Antonelli presented a report on code enforcement, zoning and like activities for the previous month; a copy of this report is on file at the Township Building.

**PUBLIC WORKS DEPARTMENT REPORT**

Mr. Andress presented a report on the Public Works Department that covered streets, refuse, sewer and parks; a copy of this report is on file at the Township Building.

**FIRE COMPANY REPORT**

Fire Chief Law presented the report for the month; a copy of the report is on file in the Township Building.

## **STATE POLICE REPORT**

Mr. Yaich presented the State Police report for the month of August 2022; a copy is on file in the Township Building.

### **BUSINESS:**

A. TMDL – 30-day comment period

Mrs. Able motioned to authorize the Manager to begin the 30-day comment period on the draft TMDL plan and set an adoption hearing date for November 2022, second by Mrs. Houghton. Motion carried 2-0

B. Resolution 22-09 - Act 57 Local Tax Collection Law Amendment

Mrs. Abele motioned to adopt Resolution 22-09 to update the Act 57 Tax Collection Law amendment for West Bradford Township, second by Mr. Houghton. Motion carried 2-0

C. Ordinance 22-03 - Fees Unpaid Claims Amendment

Mrs. Abele motioned to adopt Ordinance 22-03 to amend the fees for unpaid claims, second by Mr. Houghton. Motion carried 2-0

D. Easement Agreement – UPI: 50-6B-36.1

Mrs. Abele motioned to approve the terms of an access easement to Township parcel 50-6P-38, second by Mr. Houghton. Motion carried 2-0. Mr. Houghton thanked the property owners for working with the Township to grant the easement.

E. Public Works Supervisor

Mrs. Houghton motioned to appoint D. Alexander Jarvis to the position of Public Works Supervisor effective October 1, 2022, subject to a six-month probationary period. Mr. Jarvis will be an at will employee, second by Mrs. Abele. Motion carried 2-0

F. Public Hearing - Conservation Easement – Parcel #50-5-13

Mr. Houghton opening the hearing on Conservation Easement #50-5-13.

Mrs. Abele motioned to continue the conservation easement hearing on parcel #50-5-13 to the October 11, 2022 Board of Supervisors meeting, second by Mr. Houghton. Motion carried 2-0

G. Act 167 Ordinance Update

Mrs. Abele motioned to authorize the Township Manager to advertise the Act 167 Ordinance update for an October 11, 2022 hearing and adoption, second by Mr. Houghton. Motion carried 2-0

### **SUBDIVISIONS:**

None at this time.

### **NOTICES**

- The Board's next scheduled meeting is on Tuesday, September 27, 2022 at 7:00 p.m. if needed.
- The Historical Commission will meet on Thursday, September 15, 2022 at 7:30 p.m.
- The Recreation Commission will meet on Monday, September 19, 2022 at 6:30 p.m.

- The Embreeville Steering Committee will hold a public visioning workshop on September 29, 2022 from 6:30 p.m. to 8:00 p.m. in the Public Works Garage – 1385 Campus Drive.
- The Land Preservation Committee will meet on Monday, October 3, 2022 at 7:00 p.m.
- The Planning Commission will meet on Tuesday, October 4, 2022 at 7:00 p.m.
- Humphrey Marshall Day in the Village of Marshallton Saturday, October 8, 2022 11:00 a.m. to 5:00 p.m.

There being no additional business, at 7:12 p.m., Mrs. Able motioned to adjourn the meeting, second by Mr. Houghton. Motion carried 2-0.

Respectfully submitted,

Justin V. Yaich  
Township Secretary