

**WEST BRADFORD TOWNSHIP  
BOARD OF SUPERVISORS - BUSINESS MEETING  
October 11, 2022**

**BOARD OF SUPERVISORS**

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

**TOWNSHIP PERSONNEL**

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

**CALL TO ORDER**

Chairman Kevin Houghton called the meeting to order at 7:05 p.m.

Mr. Houghton announced that The Board met in executive session on September 13, 2022, from 8:40 p.m. to 9:15 p.m., and again on October 11, 2022, from 6:15 p.m. to 7:05 p.m. to discuss real estate and personnel.

**PUBLIC COMMENT**

None

**BUSINESS**

**MINUTES – September 13, 2022 and October 3, 2022**

Mrs. Abele motioned to approve the September 13, 2022 and October 3, 2022 Meeting Minutes as presented, second by Mr. Hines. Motion carried 3-0.

**TREASURER'S REPORT & RATIFICATION OF PAYROLL**

Mr. Yaich reported on fund activity for the year to date and presented a list of bills to be paid. Mr. Hines motioned to pay the bills as presented, second by Mrs. Abele. Motion carried 2-0. Mr. Hines abstained due to a conflict of interest on a certain invoice.

**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 September 2022; a copy is on file in the Township Building.

## **BUSINESS:**

### **A. Code Enforcement Officer**

Mrs. Able motioned to authorize the appointment of Christian Adamek as Code Enforcement and Assistant Zoning Officer, subject to a six-month probationary period. Mr. Adamek will be an at-will employee, second by Mr. Hines. Motion carried 3-0.

### **B. Zoning Officer**

Mr. Hines motioned to authorize the appointment of Joseph Antonelli as Zoning Officer for West Bradford Township, second by Mrs. Abele. Motion carried 3-0

### **C. Stormwater Ordinance 22-04**

Mrs. Abele motioned to adopt Ordinance 22-04 consistent with the 2022 Chester County Act 167 model stormwater ordinance, second by Mr. Hines. Motion carried 3-0.

### **D. Public Hearing - Conservation Easement – Parcel #50-6-64**

Mr. Houghton opened the public hearing for the Conservation Easement on parcel #50-6-64. Solicitor Kristin Camp introduced the exhibits, agreement of sale and appraisals. Mr. Houghton opened the floor to public comment. Hearing no public comment, Mr. Houghton closed the public hearing.

Mrs. Abele motioned to approve the purchase of a conservation easement across property at 1439 Glenside Road- Chester County Tax Parcel #50-6-64 owned by the Estate of Richard Fenimore, second by Mr. Houghton. Motion carried 2-0. Mr. Hines recused himself as he is part of the Brandywine Conservancy who will be the holder of the easement.

### **E. Road Foreman**

Mr. Hines motioned to appoint Richard Scott McMinn as Road Foreman for West Bradford Township, subject to a six-month probationary period. Mr. McMinn will be an at-will employee. The appointment will be effective Monday, October 17, 2022., second by Mrs. Abele. Motion carried 3-0

### **F. Sludge Removal – DuPont Wastewater Treatment Facility**

Mrs. Abele, motioned to award proposal/contract to Synagro for the removal of sludge at DuPont Wastewater Treatment Facility in the amount of \$293,898.00, second by Mr. Hines. Motion carried 3-0

### **G. Resolution 22-12 – PECO Grant Application**

Mr. Hines motioned adopt Resolution 22-12 authorizing the Township Manager to apply for a matching PECO grant for the conversion of lighting at Shadyside Park, second by Mrs. Abele. Motion carried 3-0

- H. OSRER (Open Space Recreation & Environmental Resource) Plan – Resolution 22-13  
Mrs. Abele, motioned to adopt Resolution #22-13 to adopt the 2022 OSRER Plan as an amendment to the Comprehensive Plan, second by Mr. Hines. Motion carried 3-0

#### **SUBDIVISIONS:**

- A. 21-01 – West Strasburg Road – 33 lots – Resolution 22-14  
Mr. Houghton recessed the meeting for an executive session at 8:06 p.m. Mr. Houghton called the meeting back to order at 8:37 p.m. and announced the Board met in executive session to discuss real estate. Solicitor Michael Gill read aloud Resolution 22-14.  
Mrs. Abele, motioned to adopt Resolution #22-14 to grant final subdivision and land development approval for a 33-lot residential subdivision known as The Enclave at Tattersall, second by Mr. Hines. Motion carried 3-0.

#### **NOTICES**

- The Board's next scheduled meeting is on Tuesday, October 25, 2022 at 7:00 p.m. if needed.
- The Historical Commission will meet on Thursday, October 27, 2022 at 7:30 p.m.
- The Recreation Commission will meet on Monday, October 17, 2022 at 6:30 p.m.
- The Land Preservation Committee will meet on Monday, November 7, 2022 at 7:00 p.m.
- The Planning Commission will meet on Tuesday, November 1, 2022 at 7:00 p.m.
- 2022 Fall Festival will be held on Saturday, October 15<sup>th</sup> at Broad Run Park, rain or shine, at 5:00 p.m. – 8:00 p.m.

There being no additional business, at 9:11 p.m., Mr. Hines motioned to adjourn the meeting, second by Mrs. Abele. Motion carried 3-0.

Respectfully submitted,

Justin V. Yaich  
Township Secretary