

**WEST BRADFORD TOWNSHIP
BOARD OF SUPERVISORS
BUSINESS MEETING
December 12, 2023**

BOARD OF SUPERVISORS

Laurie W. Abele, Chair
Jack M. Hines, Jr. Vice Chair
Kevin Houghton, Member

TOWNSHIP PERSONNEL

Justin Yaich, Township Manager
Scott Andress, Public Works Supervisor
Joseph Antonelli, Planning & Zoning Director
Michael Gill, Solicitor
Pamela Henrichon, Administrative Assistant

CALL TO ORDER:

Mrs. Abele called the meeting to order at 7:00 p.m.

Mrs. Abele announced that the Board met in executive session on Tuesday, December 12, 2023, from 5:00 p.m. to 7:00 p.m. for the purposes of personnel, litigation, and real estate.

PUBLIC COMMENT:

Mrs. Abele opened the floor to public comment.

Hearing no public comment, Mrs. Abele closed the public comment period.

MINUTES – November 14, 2023

Mr. Houghton motioned to approve the November 14, 2023, Meeting Minutes as presented, second by Mr. Hines. Motion carried 3-0.

TREASURER'S REPORT

Mr. Yaich reported on fund activity for the year to date and presented a list of bills to be ratified. Mr. Hines motioned to pay the bills as presented and ratify the payroll, second by Mr. Houghton. Motion carried 3-0.

DEPARTMENT OF BUILDING AND SAFETY REPORT

Mr. Antonelli presented a report on the Building and Safety Department; 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

Mr. Yaich presented a report for the Fire Company; a copy of the report is on file at the Township building.

STATE POLICE REPORT

Mr. Yaich presented a report for the State Police; a copy of this report is on file at the Township building.

BUSINESS:

A. Conditional Use No. 49 – 717 Whiffletree Lane – Michael R. and Cesca C. Locurcio – Accessory Suite

Mrs. Abele opened the hearing on Conditional Use Application No. 49 for the construction of an accessory suite to serve as a dwelling unit for the applicant's parents. A court reporter took the record.

Mrs. Abele closed the hearing.

Mr. Hines made a motion to approve the application based on the conditions outlined in the hearing consistent with the testimony and exhibits presented, second by Mr. Houghton.

Motion carried 3-0.

B. Drainage Improvement Operation and Maintenance Agreement

Mr. Houghton made a motion to authorize the Chairwoman to execute the Drainage Improvement Operation and Maintenance Agreement related to a drainpipe replacement on Marshallton Thorndale Road (S.R. 3055) and to execute Penn DOT form M-950AA making the Township the co-applicant for the stormwater drainage facilities, second by Mr. Hines. Motion carried 3-0.

C. Drainage Easement Agreement

Mr. Hines made a motion to authorize the Chairwoman to execute the proposed Drainage Easement Agreement located on 1410 Gallagherville Road, second by Mr. Houghton.

Motion carried 3-0.

D. Ordinance #23-10 – Official Map

Mr. Houghton made a motion to authorize the Township Manager to begin the official review process of Ordinance #23-10, Official Map, second by Mr. Hines. Motion carried 3-0.

E. Zoning Hearing Board Application #456 – Use Variance – Highland Orchards

Mr. Hines made a motion to authorize the Township Solicitor to attend the January 3, 2024, hearing to represent the Township to monitor the application, second by Mr. Houghton. Motion carried 3-0.

F. Resolution #23-28 – Traffic Signal Maintenance Agreement

Mr. Houghton made a motion to adopt Resolution #23-28 regarding a Traffic Signal Maintenance Agreement between the Municipality and Penn DOT, second by Mr. Hines. Motion carried 3-0.

G. Resolution #23-29 – Public Hearing – 2024 Budget

Mrs. Abele opened the hearing on the proposed 2024 Budget and considered the adoption of Resolution #23-29 Establishing Fiscal Year 2024 Budget.

Mrs. Abele closed the hearing.

Mr. Houghton made a motion to adopt Resolution #23-29 Establishing Fiscal Year 2024 Budget, second by Mr. Hines. Motion carried 3-0.

H. Resolution #23-30 – Budget Adjustments

Mr. Hines made a motion to adopt Resolution #23-30 to adjust the 2023 Budget line items that vary from the amount budgeted by ten percent or greater, second by Mr. Houghton.

Motion carried 3-0.

I. Resolution #23-31 – Employee Handbook

Mr. Houghton made a motion to adopt Resolution 23-31 updating the Employee Handbook for 2024, second by Mr. Hines. Motion carried 3-0.

J. Resolution #23-32 – 2024 Fee Schedule

Mr. Hines made a motion to adopt Resolution 23-32 to update fees to be charged for Township services for the year 2024, second by Mr. Houghton. Motion carried 3-0.

K. 2024 Salary Adjustments

Mr. Houghton made a motion to approve the 2024 employee wage rates as previously discussed, second by Mr. Hines. Motion carried 3-0.

SUBDIVISIONS:

Nothing currently.

NOTICES

- The Board's scheduled meeting on Tuesday, December 26, 2023, at 7:00 p.m. is canceled.
- The Historical Commission on Thursday, December 21, 2023, is canceled.
- The Recreation Commission will meet on Monday, December 18, 2023, at 6:30 p.m.
- The Land Preservation Committee will meet on Monday, January 8, 2024, at 7:00 p.m.
- The Planning Commission will meet on Tuesday, January 16, 2024, at 7:00 p.m.
- The Board will meet on Tuesday, January 2, 2024, at 7:00 p.m.

There being no additional business, at 7:45 p.m., Mr. Hines motioned to adjourn the meeting, second by Mr. Houghton. Motion carried 3-0.

Respectfully submitted,

Justin V. Yaich
Township Secretary