

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
SCHUYLKILL TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA
HELD ON April 1, 2020**

SCHUYLKILL TOWNSHIP BUILDING, 111 VALLEY PARK ROAD, PHOENIXVILLE, PA 19460

Duly advertised in The Pottstown Mercury and posted on www.schuylkilltwp.com

The April monthly meeting was duly advertised and held electronically through the GoTo Webinar application via telephone and the internet

IN ATTENDANCE

Board of Supervisors

Martha Majewski – Chair, Bob Cooney - Member, Mark Donovan – Member, Susan Guerette - Member Fred Parry was excused from this meeting.

Township Administration

Madeline Harbison – Township Secretary, E.J. Mentry – Township Manager/Treasurer. The Township Engineer and the Township Solicitor were excused from this meeting.

CALL TO ORDER

The monthly public business meeting was called to order at 7:30 p.m. with the Pledge of Allegiance. The meeting was chaired by Supervisor Majewski. She informed meeting attendees that if any member of the public wishes to submit a comment or ask a question, he/she may do so electronically anytime during this meeting by typing it in the “Questions” box on their screen. Submissions will be read aloud during the public participation portion of the meeting.

Supervisor Majewski read a statement regarding Township operations and residents’ health and safety during the COVID-19 emergency, said statement incorporated herein by reference.

Supervisor Majewski announced that an executive session was held this evening, April 1, 2020, to discuss personnel issues.

CONSENT AGENDA

1. Approval and acceptance of the Minutes of the February 20, 2020 Work Session and the March 4, 2020 Board of Supervisor Regular Meeting.
2. Acceptance of all departmental, committee, commission and council reports as posted and received by the Board of Supervisors for the month of March 2020.

Upon **motion** by Supervisor Majewski seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township approved and accepted the Consent Agenda.

BOARD MEMBER REPORTS

Nothing to report.

TREASURER’S REPORT AND PAYMENT OF BILLS

Mr. Mentry, Treasurer, reported to the Board that as of March 30, 2020, the Township’s general fund shows a balance of \$3, 035,708.31. Mr. Mentry mentioned that the books were closed on 3/30 instead of the 31st due to the Board meeting being on the first of the month and that interest on Township accounts would be reflected in the April Treasurer’s report. He advised the Board that the General Fund increased by about \$310,000 because property tax collections have started.

Mr. Mentry addressed the financial impact to the Township due to the COVID-19 crisis; stating that the two immediate impacts are investment losses in the pension funds and interest rates. Potential impacts are a downturn in earned income tax collections and a decrease in real estate transfer taxes. Mr. Mentry said he has reviewed the bills before the Board and advised payment of those bills.

Upon **motion** by Supervisor Majewski, seconded by Supervisor Cooney, and unanimously passed, the Board of Supervisors of Schuylkill Township approved and accepted the Treasurer's Report for the period ending March 30, 2020 and authorized payment of Township bills for the period ending March 31, 2020.

BOARD DISCUSSION ITEMS

Nothing to report.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

RESOLUTIONS / ORDINANCES

Ordinance 2020-01: Environmental Advisory Council Membership

Upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby adopt and enact Ordinance 2020-01 To Amend the Code of Ordinances of Schuylkill Township to Amend §18-3. Membership thereby increasing the non-voting alternate member count to three.

Upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby appoint Amanda Gensemer, township resident, to the Environmental Advisory Council for a 3-year term as a non-voting alternate member.

Ratification of Resolution 2020-14: Declaration of Disaster Emergency March 18, 2020

Resolved, upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby ratify and adopt Resolution 2020-14 authorizing a municipal declaration of disaster emergency pursuant to Pennsylvania Emergency Management Code §7501.

Ratification of Resolution 2020-15: Declaration of Disaster Emergency March 23, 2020

Resolved, upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby ratify and adopt Resolution 2020-15 authorizing a municipal declaration of disaster emergency pursuant to Pennsylvania Emergency Management Code §7501.

Resolution 2020-16: Continued Declaration of Disaster Emergency April 1, 2020

Resolved, upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby adopt Resolution 2020-16 authorizing a continued municipal declaration of disaster emergency pursuant to Pennsylvania Emergency Management Code §7501.

Resolution 2020-17: Authorizing a Sewer Connection from the Borough of Phoenixville to 1321 State Rd.

Resolved, upon **motion** by Supervisor Majewski, seconded by Supervisor Guerette, and unanimously passed, the Board of Supervisors of Schuylkill Township does hereby adopt Resolution 2020-17 authorizing a sewer connection from the property located at 1321 State Road (UPI# 27-5D-23) to the Phoenixville Borough sewer system conditioned upon the Township assuming no obligations for fees, service agreements, or billing.

SUBDIVISION / LAND DEVELOPMENT

Nothing to report.

ADDITIONAL BUSINESS

Supervisor Cooney asked if plans were in place for virtual meetings of the Township's commissions, councils and boards. Supervisor Majewski responded that the Board has not discussed the matter. Supervisors Donovan and Guerette said that in the event the present situation becomes long-term, they want the virtual meeting option to be available for these entities so that any business matters before them could move forward. Mr. Mentry recommended that the Board liaisons to each entity advise them that the virtual meeting option was available.

Supervisor Cooney requested a condensed report on the quarterly pension meeting held on March 23rd. Mr. Mentry advised the Board that the Township Pension Committee met on-line with the pension financial advisor, Mr. Michael Glackin of CBiz/InR who gave a state of the pension update for the year. There have been significant investment losses in both funds due to the COVID-19 pandemic but Mr. Glackin's advice is to stay the course using the dollar cost averaging and asset allocation models we have been using. These models have worked extremely well for the Township in weathering past market downturns and the expectation is that these models will continue to perform well. Discussion ensued regarding certain items from the pension committee meeting.

ANNOUNCEMENTS

- All Township public meetings and events are cancelled until further notice.
- The Township is operating on essential services only. The Police Department may be reached for non-emergency issues at (610) 935-2440.
- April 1st is Census Day – please complete your census form on-line, via telephone or on a paper form.

PUBLIC PARTICIPATION

Norman Vutz, 630 Country Club Road, requested the status of the Sedgley Farm and Wawa litigation matters. Mr. Mentry advised Mr. Vutz that there have been no new developments in either matter.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:55 p.m. upon **motion** of Supervisor Majewski, seconded by Supervisor Donovan and unanimously passed by the Board of Supervisors of Schuylkill Township.

NEXT BOARD OF SUPERVISORS' MEETING

Board of Supervisors March Work SessionCANCELLED
Board of Supervisors Regular Business Meeting.....Wednesday, May 6, 2020 at 7:30 p.m.

Respectfully submitted,

Madeline Harbison
Township Secretary