

BOARD OF COMMISSIONERS

AGENDA

Monday, February 23, 2015 - 6:30 PM

Pledge of Allegiance

Public Participation

Notice of Executive Session preceding the Board of Commissioners meeting of February 23, 2015

1. Consent Agenda

- a) Disbursement Review and Approval 2015-02A, 2015-02B & 2015-02C
- b) Acceptance of Department Monthly Reports
- c) Approval of minutes for the Board of Commissioners meeting of January 28, 2015
- d) Resolution #2015-09 - Approval of Act 511 Auditor contract renewal
- e) Resolution #2015-12 - Authorization to Apply for the "Green Light Go Grant" for a Traffic Adaptive System for Lancaster Avenue (Sproul Road to Airdale Road)
- f) Resolution #2015-16 - Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor School District Facilities for the 2015 Summer Camp Season
- g) Resolution #2015-17 - Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor Township School District Transportation Services for Radnor Day Camp 2015
- h) Resolution #2015-18 - Authorizing the Township to enter into agreement with the Pennsylvania Recreation & Parks Society for Seasonal Discount Tickets
- i) Resolution #2015-19 - Authorizing the Township to enter into agreement with Soccer Shots, LLC for Seasonal Soccer Programming
- j) Resolution #2015-20 - Authorizing the Township to enter into agreement with Theatre Horizon, INC for Summer Theatre Camps
- k) Resolution #2015-21 - Authorizing the Township to enter into agreement with Jump Start Sports, LLC. for Seasonal Sports Programming
- l) Resolution #2015-22 - Authorizing the Township to enter into agreement with Shining Knights, LTD for Seasonal Chess Programming
- m) Resolution #2015-23 - Authorizing the Township to enter into agreement with World Cup Sports Academy for Seasonal Programming
- n) Resolution #2015-24 - Authorizing the Township to enter into agreement with Brandywine Learning Center, LLC for Seasonal Harry Potter Camps
- o) Resolution #2015-25 - Authorizing the Township to enter into agreement with David Broida for Seasonal Tennis Programming
- p) Resolution #2015-31 – Approval for the Purchase of One New Vehicle for use by the Community Development Department
- q) Resolution #2015-26 – Penn DOT Master Casting Agreement
- r) Resolution #2015-27 – Gilmore Traffic Engineer Re-Appointment
- s) Resolution #2015-28 – Amending the 2015 Wage & Salary Schedule to reflect a change in position in the Police Department

2. Pet Valu Certificate of Appreciation for supporting the Radnor Township K-9 Unit

3. Letters of Commendation by Police Department

4. Appointments to Various Boards and Commissions

5. Presentation of Township Building Rain Garden Project

- 6. Recognition of the Radnor Hotel for the Daddy/Daughter Dance
- 7. Recreation & Community Programming Department Presentation on 2014 Department Highlights
- 8. Committee Reports

PUBLIC SAFETY

- A. Ordinance #2015-02 (***Introduction***) – Handicapped parking space on Eachus Avenue
- B. Update on 2014-2015 Deer Culling Program
- C. Proposed new Staff Traffic Committee Protocol

PUBLIC WORKS & ENGINEERING

- D. Resolution #2015-29 - Friends of Radnor Troop 284 License agreement

PERSONNEL & ADMINISTRATION

- E. Discussion of Parameters of directing the Township Solicitor
- F. Resolution #2015-30 - Establishing Rules and Regulations for the Conduct of Public Meetings Pursuant to the Sunshine Act

PARKS & RECREATION

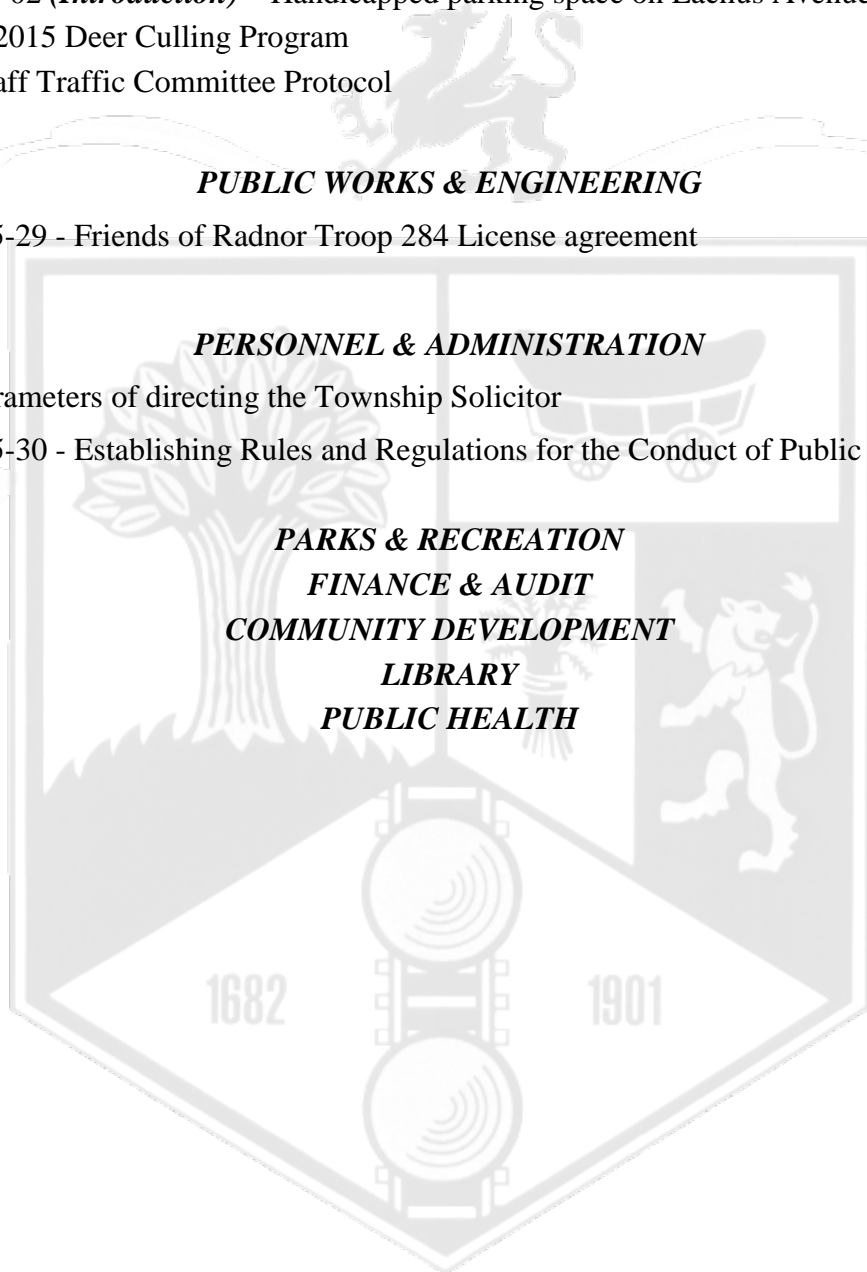
FINANCE & AUDIT

COMMUNITY DEVELOPMENT

LIBRARY

PUBLIC HEALTH

Old Business
New Business
Public Participation
Adjournment



RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
February 23, 2015

The table below summarizes the amount of disbursements made since the last public meeting held on February 9, 2015. As approved by the Board, the Administration is now making weekly accounts payable disbursement batches and publishing those lists on the Township's web site at the following link. Please refer to those files for a detailed listing of the amounts paid by vendor by account code.

Link: <http://www.radnor.com/egov/apps/document/center.egov?path=browse&id=22>

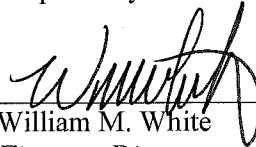
| Fund (Fund Number) | 2015-2A | 2015-2B | 2015-2C | Total |
|---|---------------------|---------------------|-------------------|-----------------------|
| | February 6, 2015 | February 12, 2015 | February 13, 2015 | |
| General Fund (01) | 89,842.32 | 593,341.29 | 750.00 | \$683,933.61 |
| Sewer Fund (02) | 12,980.16 | 14,624.63 | 0.00 | 27,604.79 |
| Capital Improvement Fund (05) | 76,409.29 | 80,430.00 | 0.00 | 156,839.29 |
| Police Pension Fund (07) | 0.00 | 4,449.92 | 0.00 | 4,449.92 |
| Escrow Fund (10) | 0.00 | 900.00 | 0.00 | 900.00 |
| Civilian Pension Fund (11) | 0.00 | 1,215.00 | 0.00 | 1,215.00 |
| Investigation Fund (12) | 0.00 | 936.56 | 0.00 | 936.56 |
| Comm. Shade Tree Fund (15) | 0.00 | 2,640.75 | 0.00 | 2,640.75 |
| Police K-9 Fund (17) | 1,166.00 | 61.98 | 0.00 | 1,227.98 |
| Total Accounts Payable Disbursements | \$180,397.77 | \$698,600.13 | \$750.00 | \$879,747.90 |
| <i>Electronic Disbursements</i> | n/a | n/a | n/a | 722,603.43 |
| Grand Total | \$180,397.77 | \$698,600.13 | \$750.00 | \$1,602,351.33 |

In addition to the accounts payable checks, the Township also has various electronic payments including payroll, debt service, credit card purchases and fees as well as others from time to time. The attached table reflects all of the electronic payments made since the last public Board meeting as well as those anticipated prior to the next Board meeting.

The Administration has adopted various internal control and processing procedures to insure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored on a daily basis by members of the Finance Department and responsible employees of the various departments. The amounts included in the table above have been scrutinized as part of the internal control and processing procedures and have obtained the required approvals prior to disbursement.

If you should have any questions, please contact the Finance Department.

Respectfully Submitted,




 William M. White
 Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING

Estimated Through March 9, 2015

| Description | Account No. | Date | Purpose | Amount |
|---|---------------|-----------|---|---------------------|
| Credit Card Revenue Fees - Estimated | Various Funds | 3/1/2015 | 2/15 Credit Card Revenue Processing Fees | \$2,000.00 * |
| Payroll [Pension] Transaction - Estimated | 07-492-4980 | 3/1/2015 | 3/15 Police Pension Payments | \$171,497.64 |
| Payroll [Pension] Transaction - Estimated | 11-495-4980 | 3/1/2015 | 3/15 Civilian Pension Payments | \$133,705.79 |
| Payroll [Bi-Weekly] Transaction - Estimated | 01-various | 2/26/2015 | Salaries and Payroll Taxes - General Fund | \$400,000.00 |
| Payroll [Bi-Weekly] Transaction - Estimated | 02-various | 2/26/2015 | Salaries and Payroll Taxes - Sewer Fund | \$15,000.00 |
| Payroll [Bi-Weekly] Transaction - Estimated | 17-various | 2/26/2015 | Salaries and Payroll Taxes - K-9 Fund | \$400.00 |
| Period Total | | | | \$722,603.43 |

Submitted:



* Credit card fees are charged to the Township's accounts on the first of the month

| <u>Original Estimate</u> | | | <u>Actual Amount</u> |
|--------------------------|-----------|---|----------------------|
| \$400,000.00 | 2/12/2015 | Salaries and Payroll Taxes - General Fund | \$455,399.92 |
| \$15,000.00 | 2/12/2015 | Salaries and Payroll Taxes - Sewer Fund | \$13,296.87 |
| \$400.00 | 2/12/2015 | Salaries and Payroll Taxes - K-9 Fund | \$402.72 |
| \$415,400.00 | | | \$469,099.51 |

INTEROFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS
FROM: KEVIN KOCHANSKI, DIRECTOR
DEPARTMENT OF COMMUNITY DEVELOPMENT
SUBJECT: JANUARY MONTHLY REPORT
DATE: FEBRUARY 5, 2015
CC: ROBERT A. ZIENKOWSKI, TOWNSHIP MANAGER



Community
Development

Attached for your review is the Community Development Monthly Report for the month of January 2015. Please note the following highlights:

- Building Permit Fee Revenue totaled \$101,789.00 with 49 permits issued
 - Electric Permit Fee Revenue totaled \$15,462.00 with 47 permits issued
 - Mechanical Permit Fee Revenue totaled \$7,889.00 with 24 permits issued
 - Plumbing Permit Fee Revenue totaled \$5,392.00 with 37 permits issued
 - Zoning Permit Fee Revenue totaled \$300.00 with 4 permits issued
 - Design Review Board Revenue totaled \$600.00 with 5 applications received
 - HARB Review Fee Revenue totaled \$150.00 with 3 applications received
 - Zoning Hearing Board Fee Revenue totaled \$550.00 with 1 application received
-
- Permit and application revenue for January 2015: \$ 132,132.00
 - Permit and application revenue year to date: \$ 132,132.00
-
- Permits and applications for January 2015: 170
 - Permits and applications year to date: 170
-
- Inspections conducted for January 2015: 398
 - Inspections conducted year to date: 398

Radnor Township
Public Works Department
Monthly Report for January 2015

Building Maintenance **1 man**

Maintains & cleans facilities including trash and recycling removal – Administration and Police Building, Public Works Buildings, Radnor Activity Center, and Willows Mansion (as needed)

Fleet **3 men**

Serviced and maintained 137 pieces of equipment and vehicles

Highway **12 men**

- Attended All Staff meetings
- Installed new traffic signs to replace faded ones
- Replaced bulbs as needed on traffic signals
- Ran the Tub Grinder at Skunk Hollow
- Installed speed boards for police dept.
- Cleaned inlets throughout the Township
- Delivered Barricades for various events
- Assisted Refuse Department
- Assisted Sewer Department
- 400 storm drains cleaned
- 55 pot holes filled
- Repaired sink hole at N. Wayne Field
- Numerous salting and plowing events
- Ordered road salt as needed
- Repaired meters for parking authority
- Turned compost piles at Skunk Hollow
- Repaired meters at various locations
- Replaced and repaired signs as needed
- Called Higgins Electric for Traffic Signal Concerns
- Cleaned Storm Sewer Lines with the Sewer Department
- Moved Speed Boxes for Police Department
- Sweeper cleaned various streets throughout the Twp.
- Changed 3 Traffic Light Bulbs at various intersections
- Cleaned business district
- Repaired damaged banners for WBA
- Changed No Parking signs on Chamounix
- Installed boulder & delineators on Matlack Ln for Police Dept
- Collected Christmas trees to assist Refuse Dept.
- Installed new speed limit sign on Petrie Ave
- Installed signs on Radnor Chester per Police Dept direction

Parks **13 men**

- Attended all staff meetings
- Cleaned all Park Restrooms, 3 times per week
- Picked up trash at parks and bike trail, 3 times per week
- Checked the Radnor Bike Trail after all storms
- Repaired small equipment
- Serviced all mowers and tractors
- Washed all Vehicles
- Repaired all fences in the parks
- Checked all park playground equipment
- Raised low limbs on trees in parks
- Cleaned garages
- Cleaned Public Works Buildings & bathrooms
- Cleared all wood lines in parks
- Cleared 4 trees from waterway
- Removed 3 trees in Township right of way
- Pruned 8 trees in right of way
- Removed 12 trees in parks
- Cleared all fences of debris
- Assist trash department – Monday and Tuesday
- Removed 2 fallen trees from roads at night
- Repaired swings at tot-lots
- Set up and cleaned up after all Recreation Dept. events
- Assisted Highway Dept with salting & plowing of roads
- Shoveled and salted all Township sidewalks

Sewer **3 men**

- Pumping Stations (5) check and maintain 5 times per week – 100 times per month
- PA One Call markouts – 192 for the month of January
- Generators (4) - check and maintain 5 times per week – 80 times per month
- Jet Truck – cleaned ,260 feet of sewer and storm lines

- Repaired 4 manholes
- Fueled generators at pumping stations
- 12 stoppages for the month of January
- Cleaned 9 manholes
- Cameraed sewer lines
- Washed all vehicles

- Located 2 buried manholes
- Repaired 3 pumping stations
- Assist trash department Monday and Tuesday
- Cleaned garages
- Assisted highway department with salting and plowing of roads

Solid Waste *18 full time and 2 part time men*

- Solid Waste and Recycling collections -7,500 collections 2 times per week
- 50 Open truck collections
- Sanded and primed trash trucks
- Collected Christmas Trees

- Curbside Yard Waste Collection – Every Wednesday
- Picked up paint at residences as needed
- Cleaned road side on State Roads

RADNOR TOWNSHIP RECREATION & COMMUNITY PROGRAMMING DEPARTMENT MONTHLY REPORT – JANUARY 2015



Programs/Excursions/Events

- Programming consisted of:
 - Pre-School Little Hoop Stars with Jump Start Sports (31 participants)
 - Pre-School Indoor Soccer with World Cup Sports Academy (16 participants)
 - Pre-School Indoor Soccer with Soccer Shots (16 participants)
 - School's Out Who's In MLK Day Program with Jump Start Sports (29 participants)
 - Hoops From the Heart Basketball Clinic with Cabrini College (90 participants)
 - Radnor Youth Basketball Program (1,055 participants)
 - Youth Wrestling (19 participants)
 - After-School Science at Ithan (registration underway)
 - After-School Chess at Ithan (20 participants)
 - Gryphon Volleyball (19 participants)
 - Women's Boot Camp (25 participants)
 - Indoor Tennis with David Broida (30 participants)
 - Men's Basketball (19 participants)
 - Regal Movie Discount Ticket Program (2 movie tickets sold to date 2015)
 - PRPS Discount Ticket Program (78 ski tickets sold to date 2015 – Bear Creek, Big Boulder/Jack Frost, Blue Mountain, Elk Mountain)
 - Daddy-Daughter Valentine's Dance Event at the Radnor Hotel (sold out with 210 participants, 113 daughters/97 daddys)
- Met with winter programming and event vendors/instructors and aligned contractual agreements and coordinated facility schedules with venues.
- Distributed Winter & Spring 2015 Recreational Activities Brochure; began development of the Summer 2015 Recreational Activities Brochure.
- Winter 2014-2015 Radnor Youth Basketball Program – worked through goals and objectives that have been set; worked with Basketball Program Coordinator, Referee Coordinator, and League Representatives through the practice/game scheduling process; worked with apparel vendor and through the distribution process; coordinated facility usage with RTSD and various local private schools such as Agnes Irwin School, Hill Top Preparatory School, Woodlynde School, and Villanova University; coordinated inclement weather cancellations and communications; worked through online registration and coaches/background check registration processes; coordinated photography contract and photo days at the Radnor Township Building; met with program personnel; continued working through the process of evaluating transition of the program to a contractual partnership for the 2015-2016 season.

Radnor Youth Basketball Participation Summary

| | 2009/2010 | 2010/2011 | 2011/2012 | 2012/2013 | 2013/2014* | 2014/2015** |
|---------------------|-------------|-------------|-------------|------------|-------------|-------------|
| Hoops Clinic | 296 | 225 | 204 | 185 | 192 | 169 |
| League | 969 | 878 | 862 | 813 | 907 | 886 |
| Total: | 1265 | 1103 | 1066 | 998 | 1099 | 1055 |

*2014 program includes Kindergartners/2nd Grade League options

**2015 program registration is still underway

- Developed Manager's Challenge Program along with Employee Wellness Incentive Program that includes free health and wellness workshops at the Wayne Art Center.
- Developed spring co-ed volleyball and pickleball leagues.
- Developed various components of Radnor Day Camp and Summer Pre School Camp – including facility usage details with Radnor Elementary School; early bird/paper-only registration (temporarily due website re-development) through February 28th (14 participants registered so far); camp trip and visitor schedules; restructuring of the swimming program at Radnor Day Camp due camp relocation; the hiring process for all open summer positions; the planning process with camp Directors and Coordinators.
- Met with Radnor Middle School principal to discuss a variety of potential collaborations.

- Upcoming Community Events coordinated consisted of:
 - Daddy-Daughter Valentine's Dance – coordinated venue and met with representatives to discuss logistics, developed contract, and coordinated activities.
 - Spring Eggstravaganza & Community Event – coordinated venue, sponsorships, supplies, and mini camp fair to be held at the event.
 - Wheels of Wayne Car & Motorcycle Show – coordinated sponsorships and vehicle/vendor registration processes
 - Arbor Day Celebration – coordinator partnerships and event logistics.
 - Summer Concert Series – prepared three concert nights July to August at Veterans Park, Clem Macrone Park, and Bo Connor Park.
- Continued sponsorship development by working with local businesses and organizations for current events and programs; conducted meetings and discussions with several potential sponsors to secure monetary and in-kind sponsorships for 2015 events; updated areas of the website to include continual updates on event information and sponsorship opportunities.
- Continued/developed event and programming collaborations with Radnor Township School District, Villanova University, Radnor Memorial Library, Wayne Senior Center, the Wayne Business Association; the American Lung Association, Radnor Hotel, La Maison, PSSC, and with other prospective businesses and organizations within the community.
- Developed and submitted application for the PRPS (PA Recreation & Parks Society) Excellence in Programming Award for the 2014 Great American Backyard Campout.
- Prepared financial reporting and evaluation for seasonal programming, events, discount ticket program, picnic, park, athletic field, and facility rentals; continued review and development of the Department's Goals and Objectives/Projects and Status for 2015.

Administrative

- Processed daily phone and email communications in order to provide information on community sports, recreational activities, and events; set up online registration for applicable programs and events through egov Strategies/handled registrations for programs; prepared purchase orders/invoices, deposited income; conducted ongoing program wrap-ups as needed including the reconciling of participation numbers, finalizing instructor payments, performing program financial analyses, and sending out program evaluations; coordinated locations and logistics for programming, scheduled facility reservations/submitted applications, maintained Outlook event calendars, met with instructors and vendors to develop program agreements and process background checks; continued utilization of PEN (Programmer's Exchange Network) listserv to obtain and share information to evaluate and advance; updated all Department areas of the Township website and social media page and distributed monthly/weekly e-newsletters; filmed our monthly segment for the *Radnor 411* television show, *30 Minutes with the Manager* television show, and prepared slides for the Radnor Cable Channel; coordinated ongoing marketing efforts; managed inventories and distributed supplies to programs; worked with Township solicitor on various pieces of Department legislation and matters.
- Continued to work with Program Supervisor and Program Coordinator through continued planning, programming, and procedures; visited facilities in the Township; met with organizations; discussed daily/seasonal operations, services, and Township/Department procedures; conducted programmatic planning and developed short-term goals and objectives for 2015.
- Attended and prepared reports and documentation for monthly Board of Commissioners Meetings and monthly Parks Board Meeting.
- Attended weekly staff meetings with Township Manager and Department Directors/Supervisors.
- Monitored budgetary line items; developed budgetary analyses outline and management of vendor expense data along with budgetary composition analyses; continued to build on our Department's reporting and time allocation; developed cost assumptions and cost recovery illustrations relative to our Department's financial overview; continued review of Department operating budget and parks capital and improvement planning.
- Met to discuss staff performance evaluations.
- Program Supervisor attended monthly Township Safety Committee meeting.
- Met with Finance staff and potential parks and recreation software demo representatives.

- Acclimated new internship student from Temple University who will be with us thorough April; interviewed summer internship candidate.
- Established and distributed job advertisements for part-time leadership positions for programs, birthday party program at Radnor Activity Center, summer camp positions, and internships.
- Attended training on Township CivicReady Program (to replace Code Red).
- Attended new Township website training; working through website updates.
- Met with risk advisors and attorneys regarding related Township areas.
- Attended grand opening event for Anytime Fitness in Villanova.
- Administrative Projects underway: Passport to Parks Program Initiative; Department Strategic Plan; Online registration solution for programs.

Parks/Facilities

- All park bathrooms are winterized for the season.
- **Athletic Fields:** Began coordination of spring field scheduling for spring 2015 with the community sports organizations, local schools, and programs.
- **Trails:** continued working with the Delaware Valley Planning and Recreation Commission on a project that will entail pedestrian and cycle counts along the Radnor Trail utilizing equipment and technology that was funded by the DVPRC's grant receipt from the William Penn Foundation – we are currently working through the details of a letter of understanding for the project; noteworthy is that the Radnor Trail will be celebrating 10 years in 2015.
- **Radnor Activity Center:** Coordinated usage and rentals – 3 rentals took place in January, most were for multiple dates, along with the Department's seasonal recreational usage including the Radnor Youth Basketball Winter Program, men's hoops, futsal, soccer; RMS basketball, SKS basketball, and other Department-related programming; we have continued to work on new rental opportunities, the birthday party program and general program growth at the facility; we installed two multipurpose netting systems for volleyball, tennis, which are currently ready for use
- **Park Areas:** Began taking reservations for the 2015 season.
- **The Willows:** Working with the Willows, LLC. on their timeline for building entry and construction which will be beginning soon in 2015 (firm that has been authorized by the Board of Commissioners in September 2014 through the development of a lease agreement to operate the Willows Mansion as a wedding/event facility with improvements to the Willows Mansion and the addition of a pre-fabricated event structure/terrace to accommodate 200+). Replacement of the entryway bridge will remain underway through 2015.
- **Cell Towers in Township Parks:** Evaluation is currently underway for cellular towers in Township Parks – parks include Fenimore Woods, the Willows, and Ithan Valley Park; the Parks & Recreation Board reviewed presentations by the proposed cell tower companies in a special meeting in September 2014; a recommendation has been made in support of cell towers (with qualifiers) to the Board of Commissioners; the BOC will discuss the topic of cell towers in the near future.
- **Encke Park:** We are working with members of Radnor Wayne Little League on park improvements that will include a combination comfort station/concession stand, repairs to driveway access off of Iven Avenue and potential electronic scoreboards and ball field conversion completion – we anticipate having more details in March; a rain garden project is also being coordinated for the site near the streambank and parking area; additional parking is also being planned for the Township Building/Encke Park complex along with resurfacing and improvements to Radnor Skatepark.
- **Radnor Skatepark Improvements:** Continued working with Skatewave representative/local skaters to review changes/improvements to Radnor Skatepark; input and ideas have been incorporated into plan; upcoming changes/improvements will be funded by the park improvement funding that was received as part of the Township Building cell tower contract renegotiation.
- **Park Signage Replacement:** Approved in the 2015 Township Capital Plan, the process of replacing park signage is currently underway for Cowan, Encke, and Warren Filipone Parks and we anticipate having more details and possible renderings of the recommended signage in March.

- **Clem Macrone Park Master Planning:** A master plan was developed that reviewed the existing site and provided a conceptual plan of how the park should be developed to maximize its footprint and best serve the passive and active recreational needs of the community (presented to Parks & Recreation Board and to the Board of Commissioners in April 2014); authorization to proceed with Kimmel-Bogrette to prepare the construction/design documentation was approved at the Monday, January 12th BOC Meeting and we will be meeting in February to begin this process along with working with a representative from DCNR to discuss funding support for the project; the grant application that was submitted to the DCNR C2P2 Program for \$500K has been denied; the grant application that was submitted to the DCED Greenways, Trails, and Recreation Program (GTRP) for \$250K was approved with notification that \$224K has been awarded as part of this program with a required match of \$39,500; funding has been requested from the State Capital Budget Program (no notification has been given to date); \$5,000 has been received from a PECO grant application.
- **Veterans Park Planning:** (formerly St. Davids Community Park): Planning project underway to honor Veterans, educate visitors, and improve various features of the site; The Parks and Recreation Board (on March 13th) and the Board of Commissioners (on March 24th) reviewed the Conceptual Plan as presented by Simone Collins Landscape Architecture who have been engaged to develop the plan; we met with the neighbors of the park in late April to discuss and review the plan; Simone Collins has incorporated the changes to the plan that were recommended and the updates were shared with the Parks & Recreation Board the park neighbors in July; fundraising is underway by the Township Manager to fund the park changes.
- **North Wayne Park Stormwater Plan:** Development of a plan is underway and has been ongoing since 2010 to install a stormwater retention system at the site of North Wayne Park while retaining the recreational amenities of the site; public meetings took place with residents in June 2014 and at the September 22nd Board of Commissioners Meeting; the voted stormwater plan, that retains the current recreational features of the park, is currently under development.
- **Greenways & Open Space Network Plan:** Development of the Greenways and Open Space Network Plan is moving forward with the project's subcommittee. The plan will examine opportunities for new pedestrian and bicycle routes throughout the Township that will link open space, natural areas, parks, existing trails, schools, residential developments, places of business, regional transportation, other prominent Township destinations, and provide links to trails in adjoining municipalities. The final plan was presented and approved by the Board of Commissioners in December 2014.

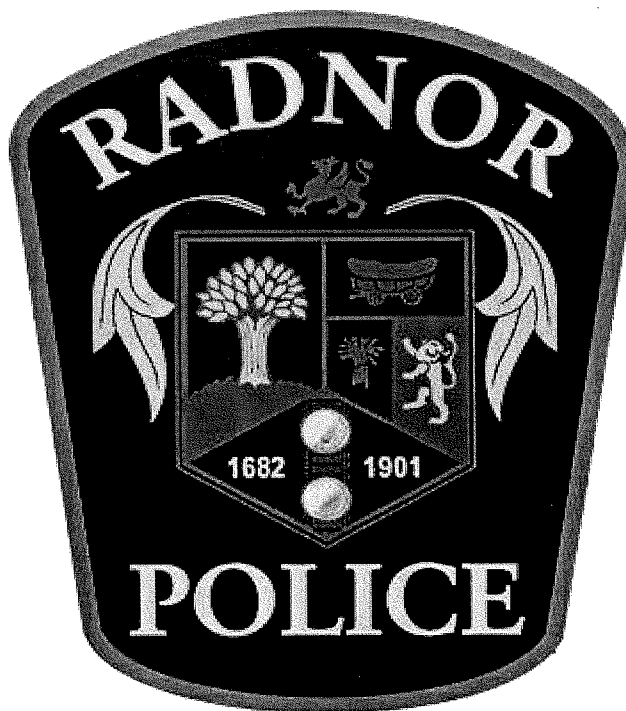
Respectfully Submitted,



Tammy S. Cohen
Director of Recreation & Community Programming

**RADNOR TOWNSHIP POLICE
DEPARTMENT**

MONTHLY REPORT



JANUARY 2015

**William A. Colarulo
Police Superintendent**



RADNOR TOWNSHIP POLICE DEPARTMENT

**301 IVEN AVENUE
WAYNE, PENNSYLVANIA 19087-5297
OFFICE: (610) 688-0503
FAX: (610) 688-1238**

**WILLIAM A. COLARULO
POLICE SUPERINTENDENT**

Executive Summary

January 2015

The Radnor Police Department responded to 1,425 calls for service for the month of January 2015. Radnor Officers issued 270 traffic citations for motor vehicle violations. 32 non-traffic citations were issued for various summary offenses such as Disorderly Conduct, Underage Drinking and Public Drunkenness. A total of 1,799 parking tickets were issued for expired meter violations. Radnor Police Officers made 17 misdemeanor/felony arrests during January 2015.

Radnor Township Police Department
January 2015 Property Stolen Recovered Report

| Type of Property | Jan-15 Stolen | 2015 YTD Stolen | Jan-15 Recovered | 2015 Y-T-D Recovered |
|-------------------------------|--------------------------|----------------------------|-----------------------------|---------------------------------|
| Currency, Notes, Stocks Etc. | \$1,179.00 | \$1,179.00 | \$0.00 | \$0.00 |
| Clothing & Furs | \$5,790.00 | \$5,790.00 | \$60.00 | \$60.00 |
| Locally Stolen Motor Vehicles | \$500.00 | \$500.00 | \$0.00 | \$0.00 |
| Office Equipment | \$7,290.00 | \$7,290.00 | \$1,300.00 | \$1,300.00 |
| Televisions, Radios, Cameras | \$840.00 | \$840.00 | \$0.00 | \$0.00 |
| Firearms | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Household Goods | \$4,515.00 | \$4,515.00 | \$895.00 | \$895.00 |
| Consumable Goods | \$320.00 | \$320.00 | \$0.00 | \$0.00 |
| Jewelery & Precious Metals | \$24,237.00 | \$24,237.00 | \$0.00 | \$0.00 |
| Livestock | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Miscellaneous | \$1,080.00 | \$1,080.00 | \$0.00 | \$0.00 |
| Total Property Value | \$45,751.00 | \$45,751.00 | \$2,255.00 | \$2,255.00 |

Radnor Township Police Department
January 2015 Accidents / Violations / Investigations / Juvenile Report

| Accidents | Jan-15 | YTD 2015 | Jan-14 | YTD 2014 | YTD from 15 to 14 |
|---------------------------------------|---------------|-----------------|---------------|-----------------|--------------------------|
| Accidents - Fatal | 0 | 0 | 0 | 0 | 0 |
| Accidents - Reportable- With Injuries | 11 | 11 | 9 | 9 | 2 |
| Accidents - Reportable - No Injuries | 12 | 12 | 15 | 15 | -3 |
| Accidents - Non Reportable | 43 | 43 | 64 | 64 | -21 |
| Accidents - Hit & Run | 2 | 2 | 12 | 12 | -10 |
| Accidents - No Report | 6 | 6 | 8 | 8 | -2 |
| Pedestrian Accidents - With Injuries | 0 | 0 | 0 | 0 | 0 |
| Pedestrian Accidents - Fatal | 0 | 0 | 0 | 0 | 0 |
| Total Accidents | 74 | 74 | 108 | 108 | -34 |
| Violations | | | | | |
| Arrests - Felony & Misdemeanor | 17 | 17 | 16 | 16 | 1 |
| Traffic Violations | 270 | 270 | 241 | 241 | 29 |
| Non-Traffic Violations | 32 | 32 | 56 | 56 | -24 |
| Parking Meter Violations | 1799 | 1799 | 2449 | 2449 | -650 |
| Abandoned Vehicles | 0 | 0 | 0 | 0 | 0 |
| Total Violations | 2118 | 2118 | 2762 | 2762 | -644 |
| Complaints | | | | | |
| Complaints | 1123 | 1123 | 1336 | 1336 | -213 |
| Unlocked Businesses | 6 | 6 | 3 | 3 | 3 |
| Alarms | 103 | 103 | 188 | 188 | -85 |
| Animal Complaints | 12 | 12 | 25 | 25 | -13 |
| Total Complaints | 1244 | 1244 | 1552 | 1552 | -308 |

Radnor Township Police Department
January 2015 Burglary Report

| <i>Time of Day</i> | Res-Forced | Res-No Force | Res-Attempt | Non Res-Forced | Non Res-No Force | Non Res-Attempt |
|---------------------------|-----------------|-------------------|---------------------|----------------|------------------|-----------------|
| Day (6 AM to 6 PM) | 2 | 0 | 0 | 0 | 0 | 0 |
| Night (6 PM to 6 AM) | 0 | 0 | 1 | 0 | 0 | 0 |
| Time Unknown | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Burgs - 1/15 | 2 | 0 | 1 | 0 | 0 | 0 |
| Total Burgs - YTD | 2 | 0 | 1 | 0 | 0 | 0 |
| Burglaries by Area | | | | | | |
| Patrol Area | District | Burgs 1/15 | Burgs YTD 15 | | | |
| Northeast Beat | 1 | 0 | 0 | | | |
| Northwest Beat | 2 | 2 | 2 | | | |
| Southwest Beat | 3 | 0 | 0 | | | |
| Southeast Beat | 4 | 1 | 1 | | | |
| Villanova University | 7 | 0 | 0 | | | |
| Total Burglaries | | 3 | 3 | | | |

Calls for Service - by UCR Code

Incidents Reported Between 01/01/2015 and 01/31/2015

**RADNOR TOWNSHIP**

| Code | Description | Primary Count | Secondary UCR Count | | |
|------|--|------------------|---------------------|--------|--------|
| | | | Code 2 | Code 3 | Code 4 |
| 0410 | AGGRAVATED ASSAULT | 0 | 1 | | |
| 0511 | BURGLARY-FORCED ENTRY-RESIDENCE-NIGHT | 1 | | | |
| 0512 | BURGLARY-FORCED ENTRY-RESIDENCE-DAY | 1 | | | |
| 0531 | ATTEMPT FORCIBLE ENTRY-RESIDENCE-NIGHT | 1 | | | |
| 0590 | BURGLARY - REPORTS | 1 | | | |
| 0613 | THEFT-\$200 & OVER-RETAIL THEFT | 1 | | | |
| 0614 | THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615) | 3 | | | |
| 0617 | THEFT-\$200 & OVER-FROM BUILDINGS | 5 | | | |
| 0619 | THEFT-\$200 & OVER-ALL OTHER | 4 | | | |
| 0623 | THEFT-\$50 TO \$200-RETAIL THEFT | 1 | | | |
| 0624 | THEFT-\$50 TO \$200-FROM AUTO (EXCPT 0625) | 1 | | | |
| 0627 | THEFT-\$50 TO \$200-FROM BUILDINGS | 1 | | | |
| 0633 | THEFT-UNDER \$50-RETAIL THEFT | 1 | | | |
| 0637 | THEFT - UNDER \$50 - FROM BUILDINGS | 1 | 1 | | |
| 0647 | THEFT-ATTEMPTED-FROM BUILDINGS | 1 | | | |
| 0800 | ASSAULTS - OTHER ASSAULTS (SIMPLE) | 1 | | | |
| 0810 | SIMPLE PHYSICAL ASSAULTS | 1 | | | |
| 1020 | COUNTERFEITING | 2 | | | |
| 1090 | FORGERY & COUNTERFEITING -REPORTS | 1 | | | |
| 1100 | FRAUD | 3 | 1 | | |
| 1130 | FRAUD - ALL OTHERS (FLIM-FLAM, ETC.) | 2 | | | |
| 1150 | FRAUD - CREDIT CARDS | 6 | 1 | | |
| 1191 | FRAUD - REPORTS | 4 | | | |
| 1410 | CRIMINAL MISCHIEF TO AUTOMOBILES | 4 | | | |
| 1430 | CRIMINAL MISCHIEF - PUBLIC BUILDINGS | 1 | | | |
| 1440 | CRIMINAL MISCHIEF - ALL OTHER | 1 | | | |
| 1490 | CRIMINAL MISCHIEF - REPORTS | 1 | | | |
| 1811 | NARCOTICS-SALE-MORPHINE,HEROIN,CODEINE | 1 | | | |
| 1831 | NARCOTICS-POSSESSION-MORPHINE,HEROIN,ETC | 1 | | | |
| 1832 | NARCOTICS-POSSESSION-MARIJUANA,ETC. | 7 | | | |
| 1834 | NARCOTICS-POSSESSION-OTHER DANGEROUS | 2 | | | |
| 1842 | NARCOTICS-USE-MARIJUANA, HASHISH, ETC. | 0 | 1 | | |
| 1844 | NARCOTICS-USE-OTHER DANGEROUS | 1 | | | |
| 2111 | DRIVING UNDER THE INFLUENCE - ALCOHOL | 5 | | | |
| 2112 | DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED | 1 | | | |
| 2121 | DRIVE UNDER INFLUENCE - DRUGS | 1 | | | |
| 2211 | LIQUOR LAW-UNDERAGE-PURCH,CONSMP,POSSES | 2 | | | |
| 2300 | PUBLIC DRUNKENESS | 2 | | | |
| 2410 | HARASSMENT BY COMMUNICATION | 1 | | | |
| 2450 | HARASSMENT | 2 | | | |
| 2460 | DISORDERLY CONDUCT-OBSCENE LANGUAGE | 1 | | | |
| 2640 | ALL OTHER ORDINANCE VIOLATIONS | 9 | | | |
| 2900 | JUVENILE RUNAWAYS | 1 | | | |
| 3000 | LOST/RECOVERED PROPERTY | 5 | | | |
| 3200 | CHECK ON WELFARE | 7 | | | |
| 3300 | CIVIL DISPUTES | 8 | | | |
| 3310 | ATTEMPTED SUICIDES | 1 | | | |
| 3320 | DOA | 3 | | | |

Calls for Service - by UCR Code

Incidents Reported Between 01/01/2015 and 01/31/2015



RADNOR TOWNSHIP

| Code | Description | Primary Count | Secondary UCR Count | | |
|------|--|------------------|---------------------|--------|--------|
| | | | Code 2 | Code 3 | Code 4 |
| 3500 | DISTURBANCE - DISORDERLY PERSONS | 3 | | | |
| 3501 | DISTURBANCE-COMPLAINT OF NOISE,MUSIC,ETC | 7 | 1 | | |
| 3520 | DOMESTIC PROBLEM (NO ARREST) | 26 | | | |
| 3620 | DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC) | 1 | | | |
| 3700 | FIRE - RESIDENTIAL | 4 | | | |
| 3701 | FIRE-COMMERCIAL | 2 | | | |
| 3703 | FIRE-ALL OTHERS | 1 | | | |
| 3706 | FIRE - LEAVES, BRUSH, ETC. | 1 | | | |
| 3850 | HAZARDOUS CONDITIONS | 9 | 1 | | |
| 3860 | SERVICE CALL-LOCKOUTS (VEHICLE/BLDG) | 1 | | | |
| 3880 | OPEN DOORS/WINDOWS - DISCOVERED | 3 | | | |
| 3900 | GAS LEAKS (NATURAL GAS) | 5 | | | |
| 4000 | JUVENILE PROBLEMS (NO ARREST) | 6 | | | |
| 4010 | TRAFFIC OFFENSES | 2 | | | |
| 4018 | NON-CRIMINAL-ST. LIGHT OUT, ST. REPAIRS. | 2 | | | |
| 4200 | MISSING PERSONS(EXCEPT JUVENILES) | 1 | | | |
| 4300 | MENTAL HEALTH-EMERG.302/SUICIDE ATTEMPTS | 1 | | | |
| 4301 | MENTAL HEALTH-ALL OTHERS | 7 | | | |
| 4400 | OFFICER INJURED ON DUTY | 1 | | | |
| 4500 | OPEN DOORS/WINDOWS | 6 | | | |
| 4506 | DEATHS - SUICIDES | 1 | | | |
| 4600 | ORDINANCE VIOL.-EXCEPT BURNING/SOLICIT | 9 | 1 | | |
| 4650 | POLICE INFORMATION | 46 | | | |
| 4655 | CID/DTF INVESTIGATION | 0 | 1 | | |
| 4660 | 911 HANG UP CALL | 34 | | | |
| 4700 | ADDED PATROL-REQUEST FOR | 8 | 1 | | |
| 4701 | ADDED PATROL - BUSINESS CHECKS | 62 | 1 | | |
| 4702 | ADDED PATROL - SCHOOL CHECKS | 34 | | | |
| 4900 | SUSPICIOUS PERSON | 10 | 1 | | |
| 4901 | SUSPICIOUS CIRCUMSTANCE | 16 | | | |
| 4902 | SUSPICIOUS VEHICLES | 22 | | | |
| 5000 | TELEPHONE CALLS-HARASSING/SUSPICIOUS | 5 | | | |
| 5004 | LOST & FOUND - FOUND ARTICLES | 3 | | | |
| 5006 | LOST & FOUND - LOST ANIMAL | 2 | | | |
| 5008 | LOST & FOUND - LOST ARTICLES | 5 | | | |
| 5100 | TRAFFIC SIGNALS-DAMAGED/NEED REPAIR | 4 | | | |
| 5200 | TRAFFIC HAZARD-POTHoles/OBSTRUCTIONS/ICE | 6 | | | |
| 5300 | TREES DOWN AND/OR BLOCKING ROADWAY,ETC | 1 | | | |
| 5400 | VEHICLES-ABANDONED | 1 | | | |
| 5401 | VEHICLES-ASSIST MOTORIST(INCL LOCKOUTS) | 28 | | | |
| 5402 | VEHICLES-DISABLED | 23 | | | |
| 5403 | VEHICLES-MV VIOLATIONS & MVV COMPLAINTS | 16 | 1 | | |
| 5404 | VEHICLES-PARKING COMPLAINTS | 5 | 1 | | |
| 5405 | VEHICLES-TOWED | 9 | | | |
| 5500 | WATER MAIN BREAK/WATER CO. PROBLEMS | 4 | | | |
| 5502 | ANIMAL COMPLAINTS - BARKING DOGS | 3 | 1 | | |
| 5506 | ANIMAL COMPLAINTS - STRAY ANIMALS | 6 | | | |
| 5510 | ANIMAL COMPLAINTS - OTHER | 7 | | | |

Calls for Service - by UCR Code

Incidents Reported Between 01/01/2015 and 01/31/2015

RADNOR TOWNSHIP

| Code | Description | Primary Count | Secondary UCR Count | | |
|--------------------|--|------------------|---------------------|--------|--------|
| | | | Code 2 | Code 3 | Code 4 |
| 5590 | ANIMAL COMPLAINTS - REPORTS | 3 | | | |
| 6001 | ACCIDENT - WITH INJURIES | 11 | 1 | | |
| 6002 | ACCIDENT - NO INJURIES (REPORTABLE) | 12 | 1 | | |
| 6003 | ACCIDENT - NON REPORTABLE | 43 | | | |
| 6004 | ACCIDENT - HIT & RUN | 2 | | | |
| 6005 | ACCIDENT - NO REPORT DONE | 6 | | | |
| 6612 | TRAFFIC RELATED - SIGNALS-SIGNS OUT | 1 | | | |
| 6614 | TRAFFIC RELATED - OTHER TRAFFIC | 2 | | | |
| 7002 | NOTIFICATION - COMMUNITY DEVELOPMENT | 1 | | | |
| 7004 | NOTIFICATION - ELECTRICIAN | 1 | | | |
| 7006 | NOTIFICATION - HIGHWAY DEPT. | 3 | | 1 | |
| 7008 | NOTIFICATION - SEWER DEPT. | 3 | | | |
| 7012 | NOTIFICATION - HEALTH DEPT. | 0 | 1 | | |
| 7014 | PUBLIC SERVICE - OTHERS (OFFICER ASSIST) | 2 | | | |
| 7504 | ASSIST OTHER AGENCIES - OTHER POLICE | 1 | 1 | | |
| 7506 | ASSISTING OTHER AGENCIES - ALL OTHERS | 1 | | | |
| 8001 | BURG/HOLDUP/PANIC ALARM - NO CITATION | 79 | | | |
| 8003 | FIRE/MEDICAL ALARM - NO CITATION | 24 | | | |
| 9000 | ANIMALS - DOG COMPLAINTS | 5 | | | |
| 9001 | ANIMALS-RABID/SICK | 1 | | | |
| 9002 | ANIMALS - ALL OTHER | 1 | | | |
| 9005 | ANIMALS - ALL INVOLVING DEER | 5 | | | |
| 9038 | K-9 ASSIST | 3 | 9 | | |
| 9040 | ASSIST LOWER MERION PD | 5 | | | |
| 9043 | ASSIST NEWTOWN PD | 1 | | | |
| 9045 | ASSIST TREDYFFRIN PD | 0 | 1 | | |
| 9047 | ASSIST PSP | 2 | | | |
| 9048 | ASSIST DELCO CID | 1 | | | |
| 9050 | ASSIST SICK/INJURED | 100 | 1 | | |
| 9051 | ASSIST AMBULANCE | 42 | 2 | 1 | |
| 9052 | ASSIST OTHER POLICE DEPARTMENT | 2 | | | |
| 9055 | ASSIST SICK/INJURED ALCOHOL/DRUG RELATED | 7 | | | |
| 9966 | SELECTIVE ENFORCEMENT-CITATION ISSUED | 120 | 2 | | |
| 9968 | SELECTIVE ENFORCEMENT-WARNING ISSUED | 17 | | | |
| 9970 | SELECTIVE ENFORCEMENT-NO ISSUANCE | 46 | | | |
| 9972 | MOTOR OFFICER ACTIVITY | 0 | 3 | | |
| CITN | NON-TRAFFIC CITATION | 32 | | | |
| CITT | TRAFFIC CITATION | 270 | | | |
| Total Calls | | 1,425 | | | |

TOWNSHIP OF RADNOR
Minutes of Public Meeting of January 28, 2015

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

William Spingler, President

John Fisher

John Nagle

Elaine Schaefer - **Absent**

James C. Higgins, Vice President

Richard F. Booker

Donald Curley

Also Present: Robert A. Zienkowski, Township Manager; John Osborne, Treasurer; John Rice, Township Solicitor; William White, Finance Director; Kevin Kochanski, Director of Community Development; Steve Norcini, Director of Public Works; Roger Phillips, P.E., Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.

President Spingler called the meeting to order and led the assembly in the Pledge of Allegiance

Public Participation

Sara Pilling, Garrett Avenue – She gave a brief review of 2014 Annual Report at Skunk Hollow Community Garden. She also announced the Stormwater Seminar that is scheduled for February 3, 2015 at 6:30 PM at the Township Building

Lloyd Goodman, Radnor Racquet Club – He requested to meet with RETTEW in regards to his property.

1. Consent Agenda

a) Disbursement Review and Approval

~~b) Acceptance of Department Monthly Reports~~

c) Approval of minutes for the Board of Commissioners meeting of January 5, 2015

d) Staff Traffic Committee Meeting Minutes – December 17, 2015

e) Resolution #2015-06 - Revising the Consolidated Fee Schedule for the Louella Park and Walk Fees

~~f) Resolution #2015-07 – Approval for the Purchase of Five New Vehicles for Use by the Police Department~~

~~g) Resolution #2015-09 – Approval of Act 511 Auditor contract renewal~~

h) Resolution #2015-10 – Authorization to bind workers compensation coverage for 2015

Commissioner Fisher requested that item f be removed from the consent agenda and Commissioner Booker requested for items f and g be removed as well. Commissioner Curley made a motion to approve, seconded by Commissioner Higgins. Motion passed 6-0 with Commissioner Schaefer absent.

b) Acceptance of Department Monthly Reports

Commissioner Fisher made a motion to accept the Department Monthly Reports, seconded by Commissioner Nagle. Commissioner Fisher highlighted a few items in the Public Works monthly report.

Commissioner Spingler called the vote, motion passed 6-0 with Commissioner Schaefer absent.

f) Resolution #2015-07 – Approval for the Purchase of Five New Vehicles for Use by the Police Department

Commissioner Nagle made a motion to approve, seconded by Commissioner Higgins.

Commissioner Booker inquired for clarification of the replacement program, the need for the vehicles and if they are included in the budget. There was a brief discussion in regards to the replacement program, vehicle insurance coverage and budget inclusion.

Commissioner Spingler called the vote, motion passed 6-0 with Commissioner Schaefer absent.

g) Resolution #2015-09 – Approval of Act 511 Auditor contract renewal

Commissioner Nagle made a motion to approve, seconded by Commissioner Fisher.

There was an in depth discussion amongst the Commissioners and staff in regards to the hourly rate to the Act511 Auditor and the incentive payment based on actual audit revenues. Commissioner Fisher asked for historical data to be provided for review.

Public Comment

Donald Lavan, 221 Woodstock Road – He commented in regards to his disagreement with the proposed resolution.

Leslie Morgan, Farm Road – She inquired in regards to clarification on a recent tax settlement.

Commissioner Fisher made a motion to table, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Schaefer absent.

2. Committee Reports

PUBLIC WORKS & ENGINEERING

A. Resolution #2015-08 – (Preliminary/Final) - Villanova West End Zone Building

Chris Kovolski, Villanova University, and Karen McManuel made a brief presentation of the proposed West End Zone Building that they are seeking approval for. The project entails demolishing the existing 9,000 square foot Butler Annex building and constructing an addition on the east side of the existing Jake Nevin Fieldhouse located at 800 E. Lancaster Avenue.

There was an in depth conversation in regards to conformity/non-conformity, Stormwater management, the excess storm water that enters the neighborhoods and the Pike Field

Stormwater Management System. Also, there was a discussion and agreement amongst the Commissioners that this will be a Preliminary Plan approval.

Public Comment

None

Commissioner Fisher made a motion for the applicant to agree to convey some of the water from the pipe at Lancaster Avenue into the storm water management system in Pike Field and that they store and release the same rate of flow of point of interest C into that stormwater water management system, seconded by Commissioner Booker. Motion failed 2-4 with Commissioners Curley, Spingler, Higgins and Nagle opposed and Commissioner Schaeffer absent.

Commissioner Curley made a motion to approve as a Preliminary Approval, seconded by Commissioner Higgins. Motion passed 5-1 with Commissioner Booker opposed and Commissioner Schaefer absent.

PUBLIC SAFETY - None

COMMUNITY DEVELOPMENT - None

PARKS & RECREATION - None

PERSONNEL & ADMINISTRATION - None

FINANCE & AUDIT - None

LIBRARY - None

PUBLIC HEALTH - None

Old Business

None

New Business

None

Public Participation

None

There being no further business, the meeting adjourned on a motion duly made and seconded.

Respectfully submitted,

Jennifer DeStefano

**RESOLUTION 2015-09
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA AUTHORIZING THE TOWNSHIP MANAGER TO
EXECUTE A CONTRACT FOR ACT 511 AUDITING SERVICES
BEGINNING JANUARY 1, 2015.**

WHEREAS, the Township of Radnor has contracted with Veritax, Inc. for providing Act 511 auditing services since 1992; and

WHEREAS, the current contract provisions and rates have been in effect and have remained unchanged since 2004; and

WHEREAS, the Township desires to enter into a renewal contract that provides for an incentive based compensation plan.

NOW, THEREFORE, it is hereby *RESOLVED* that the Board of Commissioners of Radnor Township hereby authorizes the Township Manager to execute a contract with Veritax, Inc. for Act 511 auditing services beginning January 1, 2015.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, A.D., 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Robert A. Zienkowski,
Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: January 26, 2015

TO: Board of Commissioners

FROM: William M. White, Finance Director

LEGISLATION: A Resolution authorizing a renewal contract for Act 511 Auditing Services between the Township and Veritax, Inc. beginning January 1, 2015.

LEGISLATIVE HISTORY: Veritax, Inc. and its' principal, Kevin J. Barrett, CPA has been providing Act 511 audit services for Radnor Township since 1992. Mr. Barrett has been and continues to be an integral part of the Township's Act 511 program providing a variety of services in addition to auditing including technical research, taxpayer assistance, tax determination letters, dispute resolution and settlement negotiations. In addition Mr. Barrett authored the first draft and subsequent update of the Act 511 regulations.

The current contract in place with Veritax provides for an hourly rate of \$160.00 which has remained unchanged since 2004. The Administration has worked for the better part of a year negotiating a renewal contract and has worked with CARFAC on developing the desired terms. Mr. Barrett has met and was interviewed by CARFAC in this process and CARFAC has advised on how best to structure the renewal contract with an incentive based arrangement. The proposed contract provides that the hourly rate remain unchanged while offering an incentive payment based on actual audit revenues exceeding budget each year.

PURPOSE AND EXPLANATION: The purpose of the legislation is to authorize the Township Manager to execute a renewal contract with an incentive based compensation plan with Veritax, Inc. for Act 511 Auditing Services.

IMPLEMENTATION SCHEDULE: The new contract would be effective beginning January 1, 2015 and remain in force until either party desires to terminate with a 60 day notice provision.

FISCAL IMPACT: There will be a fiscal impact only if and when actual audit revenues exceed budgeted audit revenues in a given year. The table below summarizes how the incentive arrangement is structured:

| Incentive Compensation Structure | Audit Revenues Collected | Incentive Compensation |
|----------------------------------|---------------------------------|------------------------|
| Audit Revenue | From \$0 to \$500,000 | 0% |
| | From \$500,001 to \$1,500,000 | 20% |
| | From \$1,500,001 to \$2,500,000 | 15% |
| | More than \$2,500,000 | 10% |

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve this resolution at the February 23, 2015 meeting. Thank you.

RESOLUTION NO. 2015-12

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING THE ENGINEERING DEPARTMENT TO APPLY
FOR A PENNSYLVANIA DEPARTMENT OF TRANSPORTATION "GREEN LIGHT
GO" GRANT**

WHEREAS, the Lancaster Avenue traffic corridor is frequently congested

WHEREAS, the Engineering Department of Radnor Township wishes to apply the latest technology in addressing said traffic congestion, in the form of a traffic adaptive signal management system

WHEREAS, the Pennsylvania Department of Transportation is funding the "Green Light Grow" grant, which can be used for the aforementioned traffic adaptive system,

WHEREAS, the project total is estimated at \$522,000, with the Township providing \$275,000 as a 50% match

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize the Engineering Department to Apply for a Green Light Go Grant from the Pennsylvania Department of Transportation in the amount of \$261,00, with matching funds form the Township of \$261,000

SO RESOLVED this 23rd day of February, A.D., 2015

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: February 18, 2015

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works

CC: Robert A. Zienkowski, Township Manager
William R. White, Finance Director

LEGISLATION: Resolution #2015-12, Authorization to Apply for a Pennsylvania Department of Transportation (Penn DOT) "Green Light Go" Grant

LEGISLATIVE HISTORY: A Green Light Go grant was applied for in 2014 but was not awarded.

PURPOSE AND EXPLANATION: The Engineering Department requests to apply for a "Green Light Go Grant" for a traffic adaptive system for the Lancaster Avenue (S.R.30) corridor to manage traffic signals from Radnor Chester Road to Lowrys Lane. Improper traffic signal timing contributes to traffic congestion; conventional signal systems use pre-programmed, daily signal timing schedules. Adaptive signal controls adjusts the timing of traffic lights to accommodate changing traffic patterns. Some of the benefits of traffic adaptive systems are improved travel time, congestion reduction, and proper green light distribution for maximum effectiveness. I feel our application will have merit in that the area in question is part of a "Critical Corridor", the Township will provide the 50% matching funds, and the grant application specifically lists traffic adaptive systems as one of the innovative technology items the grant can be applied to.

IMPLEMENTATION SCHEDULE: If approved by the Board of Commissioners, the grant will be applied for immediately.

FISCAL IMPACT: The estimated cost of the project is approximately \$522,000. I am requesting the Township's 50% matching funds (\$261,000) consist of: the \$175,000 contribution required for traffic adaptive systems of Villanova University as decreed as a condition of the Conditional Use Application for the housing project, and the \$100,000 from the applicant of the Villanova Center that was dedicated for traffic signals.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the Engineering Department to Apply for a Pennsylvania Department of Transportation (Penn DOT) "Green Light Go" Grant for a traffic adaptive system for Lancaster Avenue, from Radnor Chester Road to Lowrys Lane.*

MOVEMENT OF LEGISLATION: It is being requested the Board of Commissioners approve the attached resolution.

**RESOLUTION NO. 2015-16
RADNOR TOWNSHIP**

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA AUTHORIZING THE TOWNSHIP TO ENTER INTO AN AGREEMENT FOR THE RECREATION & COMMUNITY PROGRAMMING DEPARTMENT USAGE OF RADNOR TOWNSHIP SCHOOL DISTRICT FACILITIES AND STAFFING SUPPORT SERVICES FOR THE 2015 SUMMER CAMP SEASON.

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, the Township annually utilizes the Radnor Township School District facilities in order to deliver the high quality programming that it offers to the residents of Radnor Township; and

WHEREAS, the Radnor Township School District has implemented and assessed a facility usage fee and staffing support services fee to Radnor Township that impacts the summer 2015 camp season that is anticipated not to exceed \$20,000.00; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement for the Recreation & Community Programming Department usage of Radnor Township School District School Facilities and Staffing Support Services for the summer 2015 camp season.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: ~~Tammy Cohen, Director of Recreation & Community Programming~~

9

LEGISLATION: Resolution 2015-16 Authorizing the Township to Enter into an Agreement for Recreation & Community Department Usage of Radnor Township School District Facilities and Staffing Support Services for the summer 2015 camp season.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the summer 2015 camp season usage. Since the anticipated cost for usage of Radnor Township School District facilities and staffing support services will exceed \$7,500, the Charter requires that the Board formally approved the contract agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to use Radnor Township School District's facilities and staffing support services for the summer 2015 for summer camps. Radnor Township School District has implemented and assessed a facility usage fee and staffing support services fee to Radnor Township that impacts the summer 2015 camp season and is anticipated not to exceed \$20,000.00. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the cost is anticipated not to exceed \$20,000.00 for Radnor Township School District facility usage and staffing support services for the summer 2015 camp season and will be directly covered by the programming sales generated from participants who register for the camps. The anticipated cost for Radnor Township School District facility usage has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services: Rentals*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner meeting.

**RESOLUTION NO. 2015-17
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT FOR RECREATION AND COMMUNITY PROGRAMMING
DEPARTMENT USAGE OF RADNOR TOWNSHIP SCHOOL DISTRICT
TRANSPORTATION SERVICES FOR RADNOR DAY CAMP 2015.**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, the Township annually offers the Radnor Day Camp six-week program to the Radnor Township community with school bus transportation services including service to and from the camp for participants and weekly transportation services for trips and events;

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township would like to work with Radnor Township School District to provide transportation services for Radnor Day Camp and anticipates that the agreement to do so for summer 2015 will result in a payment to Radnor Township School District that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed agreement included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor Township School District transportation services for Radnor Day Camp 2015 which is not expected to exceed \$22,000.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

ATTEST: _____

Robert A. Zienkowski
Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

LEGISLATION: Resolution 2015-17 Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor Township School District transportation services for Radnor Day Camp 2015.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to an agreement for transportation services for Radnor Day Camp with Radnor Township School District for the Summer 2015. Since the transportation services agreement for the program is anticipated to exceed \$7,500, the Charter requires that the Board formally approved the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to enter into an agreement with Radnor Township School District for transportation services for Radnor Day Camp for the summer 2015. It is anticipated that the transportation agreement for the program is anticipated to exceed \$7,500. This is due to the level and amount of transportation services for the program requiring the use of school bus services for daily transportation to and from the camp along with the school bus services for the weekly trips and events that are offered to campers. The purpose for the resolution is to satisfy the Charter requirement that any agreement that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the transportation services agreement with Radnor Township School District is that it is anticipated that the contract will exceed \$7,500 and that the final cost will be directly covered by programming sales generated from the registration fees for Radnor Day Camp. The anticipated cost for the Radnor Township School District transportation services has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services: Rentals*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-18
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH THE PENNSYLVANIA RECREATION & PARKS
SOCIETY FOR SEASONAL DISCOUNT TICKETS**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programs to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations and individuals who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the discount tickets will result in a contractual payment to the Pennsylvania Recreation & Parks Society that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with the Pennsylvania Recreation & Parks Society for their portion of the proceeds of the seasonal discount tickets that is estimated to be \$15,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

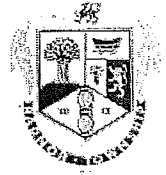
By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: February 17, 2015

TO: Board of Commissioners

FROM: ~~Tammy Cohen, Director of Recreation & Community Programming~~ ^Q

LEGISLATION: Resolution 2015-18 authorizing the Township to enter into an agreement with Pennsylvania Recreation & Parks Society for their portion of the proceeds generated through the seasonal discount ticket program.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal discount ticket program. Since the program enrollment is anticipated to be high enough to cause Pennsylvania Recreation & Parks Society's portion to exceed \$7,500, the Charter requires that the Board formally approved the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with the Pennsylvania Recreation & Parks Society to offer the community seasonal discount tickets to area attractions such as local ski destinations and amusement parks. It is anticipated that the amount of tickets purchased by members of the community will be high enough to cause the Pennsylvania Recreation & Parks Society's portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal discount ticket program is that it is anticipated that the Township will generate a specific per ticket fee (varies by type of ticket) and a specific portion of each ticket fee will be contractually owed to the Pennsylvania Recreation & Parks Society. The specific costs of the tickets are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal discount tickets with the Pennsylvania Recreation & Parks Society has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-19
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER
INTO AN AGREEMENT WITH SOCCER SHOTS, LLC. FOR
SEASONAL SOCCER PROGRAMMING.**

WHEREAS, the Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal programming will result in a contractual arrangement with Soccer Shots, LLC. that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Soccer Shots, LLC. for their portion of the proceeds of the seasonal soccer programming which are estimated to be \$25,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

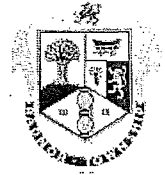
Title: President

ATTEST: _____

Name: Robert A. Zienkowski

Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

9

LEGISLATION: Resolution 2015-19 authorizing the Township to enter into an agreement with Soccer Shots, LLC. for their portion of the proceeds generated through seasonal soccer programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal soccer programming in 2015. Since the program enrollment is anticipated to be high enough to cause Soccer Shots, LLC.'s portion of the proceeds to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Soccer Shots, LLC. to offer various seasonal soccer programs in 2015. It is anticipated that the enrollment for the seasonal soccer programming will be high enough to cause Soccer Shots, LLC.'s portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal soccer programming is that it is anticipated that the Township will generate 25% of the total programming sales (plus 100% of the non-resident fees) and that 75% of the total programming sales will be retained by Soccer Shots, LLC. under this contractual agreement. Soccer Shots, LLC. will be responsible for collecting all of the proceeds generated from the seasonal soccer programming and the Township will receive their 25% portion from Soccer Shots, LLC. There will be no direct payment made by the Township under this contractual agreement and therefore no direct impact to the expense portion of the Township 2015 Budget.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-20
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH THEATRE HORIZON, INC. FOR SEASONAL
THEATRE PROGRAMMING.**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations and individuals who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal theatre programming will result in a contractual payment to Theatre Horizon, INC. that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Theatre Horizon, INC. for their portion of the proceeds of the seasonal theatre programming that estimated to be \$7,500.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

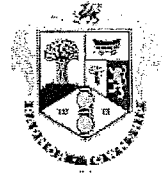
By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming 

LEGISLATION: Resolution 2015-20 authorizing the Township to enter into an agreement with Theatre Horizon, INC. for their portion of the proceeds generated through the seasonal theatre programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal theatre programming. Since the program enrollment is anticipated to be high enough to cause Theatre Horizon, INC.'s portion to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Theatre Horizon, INC. to run the seasonal theatre programming. It is anticipated that the enrollment for the seasonal theatre programming will be high enough to cause Theatre Horizon, INC.'s portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal theatre programming is that it is anticipated that the Township will generate 25% of the total programming sales (plus 100% of the non-resident fees) and that 75% of the proceeds is contractually owed to Theatre Horizon, INC. The Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal theatre programming with Theatre Horizon, INC. has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-21
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER
INTO AN AGREEMENT WITH JUMP START SPORTS, LLC. FOR
SEASONAL PROGRAMMING.**

WHEREAS, the Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal programming will result in a contractual arrangement with Jump Start Sports, LLC. that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Jump Start Sports, LLC. for their portion of the proceeds of the seasonal programming which are estimated to be \$65,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: ~~Tammy Cohen, Director of Recreation & Community Programming~~ ^④

LEGISLATION: Resolution 2015-21 authorizing the Township to enter into an agreement with Jump Start Sports, LLC. for their portion of the proceeds generated through seasonal programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal programming in 2015. Since the program enrollment is anticipated to be high enough to cause Jump Start Sports, LLC.'s portion of the proceeds to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Jump Start Sports, LLC. to offer various seasonal programs in 2015. It is anticipated that the enrollment for the seasonal programming will be high enough to cause Jump Start Sports, LLC.'s portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal programming is that it is anticipated that the Township will generate 25% of the total programming sales (plus 100% of the non-resident fees) and that 75% of the total programming sales will be retained by Jump Start Sports, LLC. under this contractual agreement. Jump Start Sports, LLC. will be responsible for collecting all of the proceeds generated from the seasonal programming and the Township will receive their 25% portion from Jump Start Sports, LLC. There will be no direct payment made by the Township under this contractual agreement and therefore no direct impact to the expense portion of the Township 2015 Budget.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-22
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH SHINING KNIGHTS, LTD. FOR SEASONAL CHESS
PROGRAMMING.**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations and individuals who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal chess programming will result in a contractual payment to Shining Knights, LTD. that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with Shining Knights, LTD. for their portion of the proceeds of the seasonal chess programming that estimated to be \$10,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

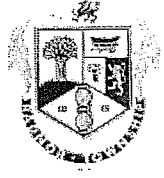
By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

②

LEGISLATION: Resolution 2015-22 authorizing the Township to enter into an agreement with Shining Knights, LTD. for their portion of the proceeds generated through the seasonal chess programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal chess programming. Since the program enrollment is anticipated to be high enough to cause Shining Knights, LTD.'s portion to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Shining Knights, LTD. to run the seasonal chess programming. It is anticipated that the enrollment for the seasonal chess programming will be high enough to cause Shining Knight LTD.'s portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal chess programming is that it is anticipated that the Township will generate 30% of the total programming sales (plus 100% of the non-resident fees) and that 70% of the proceeds is contractually owed to Shining Knights, LTD. The Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal chess programming with Shining Knights, LTD. has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-23
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER
INTO AN AGREEMENT WITH WORLD CUP SPORTS ACADEMY
FOR SEASONAL PROGRAMMING.**

WHEREAS, the Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal programming will result in a contractual payment to World Cup Sports Academy that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with World Cup Sports Academy for their portion of the proceeds of the seasonal programming which are estimated to be \$65,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST: _____

Name: Robert A. Zienkowski
Title: Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

LEGISLATION: Resolution 2015-23 authorizing the Township to enter into an agreement with World Cup Sports Academy for their portion of the proceeds generated through seasonal programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal programming in 2015. Since the program enrollment is anticipated to be high enough to cause World Cup Sports Academy's portion to exceed \$7,500, the Charter requires that the Board formally approve the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with World Cup Sports Academy to offer various seasonal programs in 2015. It is anticipated that the enrollment for the seasonal programming will be high enough to cause World Cup Sports Academy's portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal programming is that it is anticipated that the Township will generate various percentages depending on the programs offered, ranging from 15% to 25% of the total programming sales (plus 100% of the non-resident fees) and that 75% to 85% of the total programming sales is contractually owed to World Cup Sports Academy. Both Radnor Township and World Cup Sports Academy will be responsible for collecting the proceeds generated from the seasonal programming. The Township's proceeds that are collected from program participants are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal programming with World Cup Sports Academy has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-24
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH THE BRANDYWINE LEARNING CENTER, LLC.
FOR SEASONAL HARRY POTTER PROGRAMMING.**

WHEREAS, the Radnor Township Recreation & Community Programming Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations and individuals who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal Harry Potter programming will result in a contractual payment to the Brandywine Learning Center, LLC. that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval; and

WHEREAS, the Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with the Brandywine Learning Center, LLC. for their portion of the proceeds of the seasonal Harry Potter Programming that estimated to be \$15,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

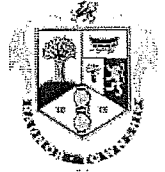
ATTEST: _____

Name: Robert A. Zienkowski

Title: Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

②

LEGISLATION: Resolution 2015-24 authorizing the Township to enter into an agreement with Brandywine Learning Center, LLC. for their portion of the proceeds generated through the seasonal Harry Potter programming.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal Harry Potter programming. Since the program enrollment is anticipated to be high enough to cause Brandywine Learning Center, LLC.'s portion to exceed \$7,500, the Charter requires that the Board formally approves the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with Brandywine Learning Center, LLC. to run the seasonal Harry Potter programming. It is anticipated that the enrollment for the seasonal Harry Potter programming will be high enough to cause Brandywine Learning Center, LLC.'s portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal Harry Potter programming is that it is anticipated that the Township will generate 30% of the total programming sales (plus 100% of non-resident fees) and that 70% of the proceeds is contractually owed to Brandywine Learning Center, LLC. The Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal Harry Potter programming with Brandywine Learning Center, LLC. has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner's Meeting.

**RESOLUTION NO. 2015-25
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO ENTER INTO AN
AGREEMENT WITH DAVID BROIDA FOR SEASONAL TENNIS
LESSONS.**

WHEREAS, the Radnor Township Parks & Recreation Department offers various programming to improve the quality of life throughout the year; and

WHEREAS, in many cases, the Township contracts with outside organizations who then run the program; and

WHEREAS, the Home Rule Charter Chapter 7.11(D) requires that any contract in excess of \$7,500 be formally approved by the Board of Commissioners; and

WHEREAS, the Township anticipates that the seasonal tennis lessons will result in a contractual payment to David Broida that will exceed the \$7,500 threshold stipulated by the Home Rule Charter and therefore will require Board approval.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township to enter into an agreement with David Broida for his portion of the proceeds of the seasonal tennis lessons that are estimated to be \$10,000.00.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

ATTEST: _____

Name: Robert A. Zienkowski

Title: Township Manager/Secretary

Radnor Township
PROPOSED LEGISLATION



DATE: February 17, 2015

TO: Board of Commissioners

FROM: Tammy Cohen, Director of Recreation & Community Programming

A handwritten signature, likely of Tammy Cohen, in dark ink.

LEGISLATION: Resolution 2015-25 authorizing the Township to enter into an agreement with David Broida for his portion of the proceeds generated through the seasonal tennis lessons.

LEGISLATIVE HISTORY: This is a one-time resolution that is specific to the seasonal tennis lessons. Since the program enrollment is anticipated to be high enough to cause David Broida's portion to exceed \$7,500, the Charter requires that the Board formally approves the agreement.

PURPOSE AND EXPLANATION: The Recreation & Community Programming Department would like to work with David Broida to run seasonal tennis lessons. It is anticipated that the enrollment for the seasonal tennis lessons will be high enough to cause David Broida's portion of the proceeds to exceed \$7,500. The purpose for the resolution is to satisfy the Charter requirement that any contract that exceeds \$7,500 must be formally approved by the Board of Commissioners.

FISCAL IMPACT: The impact of the seasonal tennis lessons is that it is anticipated that the Township will generate 25% of the total programming sales (plus 100% of the non-resident fees) and that 75% of the total programming sales is contractually owed to David Broida. The Township collects fee based revenue from program participants that are aligned to cover the full cost of the proposed contract included in this Resolution. The anticipated cost for the seasonal tennis lessons with David Broida has been budgeted under the *Recreation Programming – Programs* area of the Township 2015 Budget under *Contractual Services*.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23rd, 2015 Board of Commissioner meeting.

RESOLUTION NO. 2015-31

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING THE PURCHASE OF ONE NEW VEHICLE FOR USE BY THE RADNOR TOWNSHIP COMMUNITY DEVELOPMENT DEPARTMENT.

WHEREAS, the Radnor Township Community Development Department is seeking to replace one (1) of its vehicles currently being utilized by the Codes Officials; and

WHEREAS, the new vehicle can be purchased under the Pennsylvania's COSTARS Program for \$29,955.15; and

WHEREAS, the new vehicle is a 2015 Ford Expedition 4x4 and will be replacing a 2003 Ford Expedition 4x4 with a trade-in value of \$3,250; and

WHEREAS, the new vehicle will be purchased under 2015 Community Development Capital Fund for \$26,705.15.

NOW, THEREFORE, be it *hereby resolved* that the Radnor Township Board of Commissioners does hereby approve the purchase of one (1) new vehicle for use by the Radnor Township Community Development Department in an amount not to exceed \$26,705.15.

SO RESOLVED, this 23th day of February A.D., 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler

Title: President

ATTEST: _____

Robert A. Zienkowski, Township Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: February 18, 2015
TO: Robert A. Zienkowski, Township Manager
FROM: Kevin W. Kochanski, RLA, CZO
LEGISLATION: Resolution to purchase one (1) 2015 Department Vehicle

LEGISLATIVE HISTORY: None – new purchase.

PURPOSE AND EXPLANATION: The Radnor Township Community Development Department requests to purchase one (1) Ford Expedition to replace existing vehicle #88 (2003 Ford Expedition) as part of the 5 year Capital Program.

FISCAL IMPACT: \$26,705.15 The vehicle will be purchased through the 2015 Pennsylvania COSTARS Program. The funds for this purchase requisition will come from the 2015 Capital Improvement Fund # 05-410.4830.

The cost for the purchase of this vehicle is as follows:

| | |
|-----------------------------------|---------------------|
| 2015 Ford Expedition 4x4 | \$ 29,955.15 |
| <u>Vehicle #88 Trade-in Value</u> | <u>-\$ 3,250.00</u> |
| Final Sales Price | \$ 26,705.15 |

RECOMMENDED ACTION: I respectfully request authorization to purchase this vehicle at the February 23, 2015 Board of Commissioners' Meeting.

RESOLUTION NO. 2015-26

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
CHAIRMAN OF THE BOARD OF COMMISSIONERS THE
SIGNING AUTHORITY FOR EXECUTION OF A MASTER
CASTING AGREEMENT WITH THE PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION

BE IT RESOLVED by authority of the Board of Commissioners of Radnor Township, Delaware County, and it is hereby resolved by authority of the same, that the Chairman of the Board of Commissioners of Radnor Township be authorized and directed to sign the attached Agreement on its behalf and the Township Manager be authorized and directed to attest the same.

RADNOR TOWNSHIP

By:

Name: William A. Spingler

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

SEAL

I, William A. Spingler of the Radnor Township Board of Commissioners do hereby certify that the foregoing is a true and correct copy of the Resolution adopted February 23rd, 2015, at the regularly scheduled meeting of the Board of Commissioners held the 23rd day of February, 2015.

DATE _____

Radnor Township
PROPOSED LEGISLATION

DATE: February 18, 2015

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works *SFN*

CC: Robert A. Zienkowski, Township Manager
William R. White, Finance Director

LEGISLATION: Resolution #2015-26, Pennsylvania Department of Transportation (Penn DOT) Master Casting Agreement

LEGISLATIVE HISTORY: Radnor Township previously executed a Master Casting Agreement with Penn DOT for a three year term which expired at the end of 2014. The agreement before you (attached) is for a three year term, from 2015 through 2017.

PURPOSE AND EXPLANATION: A Master Casting Agreement is an agreement used for manhole or inlet adjustment in conjunction with Penn DOT paving projects. It allows the local municipality to have the adjustments done by the Penn DOT awarded contractor, as part of the contractor's schedule, at flat fee rates, on what are usually very heavily traveled State Roads. For 2015, this will include manhole adjustments on Radnor Chester Road. The purpose of the Resolution is to verify the signing authority of the person who signs the agreement.

IMPLEMENTATION SCHEDULE: If approved by the Board of Commissioners, the Master Casting Agreement will be executed by the Township in short order.

FISCAL IMPACT: There is no fiscal impact in executing the agreement. When manhole castings are to be raised or replaced the cost is fixed at between \$230 and \$1,474, dependent on the work being done. The manhole adjustments for Radnor Chester Road will be approximately \$880, charged to account #02-421-4490, Sanitary Sewer, Contractual Services.

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the Chairman of the Board signing authority in order to execute a Master Casting Agreement with the Pennsylvania Department of Transportation.*

MOVEMENT OF LEGISLATION: It is being requested the Board of Commissioners approve the attached resolution.

(Suburban)

Agreement No.
SAP Customer No.
FID No.

ATTACHMENT B
2014-2017 PROJECT LETTER AGREEMENT
Incorporated Work

This Project Letter Agreement, numbered _____ in COMMONWEALTH files, made and entered into this _____ day of _____, between the undersigned Parties pursuant to the terms and conditions of the Master Agreement for the adjustments of Incorporated Utility Facilities, bearing No. _____ in COMMONWEALTH'S files, dated _____, between the undersigned Parties in consideration of the mutual promises herein contained, and with intent to be legally bound hereby, agree that the COMMONWEALTH, in accordance with this Project Letter Agreement dated as above, will make adjustments to the Utility's castings to accommodate construction on State Route/Work Order No. _____ in _____ County.

The estimated number of castings to be adjusted and the cost of each are shown on the attached listing. Casting adjustment costs are established by said Master Agreement, and are estimated to be a total cost of \$ _____. The Utility agrees to reimburse the COMMONWEALTH for this work in accordance with the Master Agreement. In the event the actual number of castings to be adjusted changes from the estimated number shown above, the Utility agrees to reimburse COMMONWEALTH for the actual number of adjusted castings based on the unit costs shown in the Master Agreement and Exhibit 1, incorporated herein and made a part hereof, to this Letter Agreement.

The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101—3104, applies to this Agreement. Therefore, this Agreement is subject to, and **Utility Name** shall comply with, the clause entitled Contract Provisions – Right to Know Law, attached as **Exhibit "2"** and made a part of this Agreement. As used in this Agreement, the term "Contractor" refers to **Utility Name**.

WHEREAS, all utility work performed pursuant to this Agreement must comply with the "Buy America" provisions in 23 U.S.C. §313 and 23 CFR Part 635.410.

All terms and conditions of said Master Agreement not inconsistent herewith, shall remain in full force and effect.

IN WITNESS WHEREOF, the COMMONWEALTH and the UTILITY have caused this Agreement to be duly executed, ensealed and attested by their proper officials, pursuant to due and legal action authorizing the same to be done, the day and year first above written.

ATTEST:

by _____
Signature Date

by _____
Signature Date

Title

Title

If a Corporation, the President or Vice President must sign and the Secretary, Treasurer, Assistant Secretary or Assistant Treasurer must attest; if a sole proprietorship, only the owner must sign; if a partnership, only one partner need sign; if a limited partnership, only the general partner must sign.

If a Municipality or Authority a resolution for signature authority must be attached.

=====

Do not write below this line – for Commonwealth use only

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION**

by _____
District Utility Manager Date

APPROVED AS TO LEGALITY
AND FORM

PRELIMINARILY APPROVED

by _____
Chief Counsel Date

by _____
Assistant Counsel Date

Funds Commitment Document Number

Certified Funds Available under SAP
Number _____

SAP Cost Center _____

GL Account _____
Amount

\$ _____

SAP Vendor Number _____

by _____
Signature Date

Comptroller

Preapproved form:
OGC No. 18-FA-52.1
Appv'd OAG 04/16/2014

Contract Provisions – Right to Know Law

- a. The Pennsylvania Right-to-Know Law, 65 P.S. §§ 67.101-3104, (“RTKL”) applies to this Contract. For the purpose of these provisions, the term “the Commonwealth” shall refer to the contracting Commonwealth agency.
- b. If the Commonwealth needs the Contractor’s assistance in any matter arising out of the RTKL related to this Contract, it shall notify the Contractor using the legal contact information provided in this Contract. The Contractor, at any time, may designate a different contact for such purpose upon reasonable prior written notice to the Commonwealth.
- c. Upon written notification from the Commonwealth that it requires the Contractor’s assistance in responding to a request under the RTKL for information related to this Contract that may be in the Contractor’s possession, constituting, or alleged to constitute, a public record in accordance with the RTKL (“Requested Information”), the Contractor shall:
1. Provide the Commonwealth, within ten (10) calendar days after receipt of written notification, access to, and copies of, any document or information in the Contractor’s possession arising out of this Contract that the Commonwealth reasonably believes is Requested Information and may be a public record under the RTKL; and
 2. Provide such other assistance as the Commonwealth may reasonably request, in order to comply with the RTKL with respect to this Contract.
- d. If the Contractor considers the Requested Information to include a request for a Trade Secret or Confidential Proprietary Information, as those terms are defined by the RTKL, or other information that the Contractor considers exempt from production under the RTKL, the Contractor must notify the Commonwealth and provide, within seven (7) calendar days of receiving the written notification, a written statement signed by a representative of the Contractor explaining why the requested material is exempt from public disclosure under the RTKL.
- e. The Commonwealth will rely upon the written statement from the Contractor in denying a RTKL request for the Requested Information unless the Commonwealth determines that the Requested Information is clearly not protected from disclosure under the RTKL. Should the Commonwealth determine that the Requested Information is clearly not exempt from disclosure, the Contractor shall provide the Requested Information within five (5) business days of receipt of written notification of the Commonwealth’s determination.
- f. If the Contractor fails to provide the Requested Information within the time period required by these provisions, the Contractor shall indemnify and hold the Commonwealth harmless for any damages, penalties, costs, detriment or harm that the Commonwealth may incur as a result of the Contractor’s failure, including any statutory damages assessed against the Commonwealth.

g. The Commonwealth will reimburse the Contractor for any costs associated with complying with these provisions only to the extent allowed under the fee schedule established by the Office of Open Records or as otherwise provided by the RTKL if the fee schedule is inapplicable.

h. The Contractor may file a legal challenge to any Commonwealth decision to release a record to the public with the Office of Open Records, or in the Pennsylvania Courts, however, the Contractor shall indemnify the Commonwealth for any legal expenses incurred by the Commonwealth as a result of such a challenge and shall hold the Commonwealth harmless for any damages, penalties, costs, detriment or harm that the Commonwealth may incur as a result of the Contractor's failure, including any statutory damages assessed against the Commonwealth, regardless of the outcome of such legal challenge. As between the parties, the Contractor agrees to waive all rights or remedies that may be available to it as a result of the Commonwealth's disclosure of Requested Information pursuant to the RTKL.

i. The Contractor's duties relating to the RTKL are continuing duties that survive the expiration of this Contract and shall continue as long as the Contractor has Requested Information in its possession.

RESOLUTION NO. 2015-27

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
REAPPOINTMENT OF AMY KAMINSKI, P.E., PTOE, OF
GILMORE & ASSOCIATES, AS RADNOR TOWNSHIP
TRAFFIC ENGINEER**

WHEREAS, Radnor Township requires the use of a Traffic Engineer

WHEREAS, Amy Kaminski, P.E., PTOE, of Gilmore & Associates has been the Radnor Township Traffic Engineer since 2013, and the Engineering Department requests her reappointment

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the Reappointment of Amy Kaminski, P.E., PTOE, of Gilmore and Associates, as Radnor Township Traffic Engineer

SO RESOLVED this 23rd day of February, A.D., 2015

RADNOR TOWNSHIP


By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: February 18, 2015

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Director of Public Works 

CC: Robert A. Zienkowski, Township Manager
William R. White, Finance Director

LEGISLATION: Resolution #2015-27, Authorization to Reappoint Amy Kaminski, P.E., PTOE, of Gilmore and Associates, as Radnor Township Traffic Engineer

LEGISLATIVE HISTORY: Amy Kaminski was originally appointed Radnor Township Traffic Engineer in 2013.

PURPOSE AND EXPLANATION: I am requesting that the Board of Commissioners reappoint Amy Kaminski, P.E., PTOE, as the Radnor Township Traffic Engineer. The duties of the Traffic Engineer include review of Subdivision and Land Development (SALDO) applications, capital project design, and traffic engineering. In line with the proposed Staff Traffic Committee protocol, I have had Amy Kaminski include flat fee costs for specific traffic engineering studies. A copy of her proposal is attached.

IMPLEMENTATION SCHEDULE: If approved by the Board of Commissioners, Amy Kaminski, P.E., PTOE, will continue in her current capacity as Radnor Township Traffic Engineer.

FISCAL IMPACT: The majority of Amy Kaminski's work is billed as reimbursable engineering fees for SALDO reviews (account #01-429-4365), and for traffic engineering, based on Board of Commissioners approval of Staff Traffic Committee recommendations or other discretionary projects (account # 01-429-4364). If a capital project is approved, Gilmore's fees would be billed to that project specifically (CAP 05-XX-XXXX)

RECOMMENDED ACTION: *I respectfully request the Board of Commissioners Authorize the Reappointment of Amy Kaminski, P.E., PTOE, of Gilmore and Associates, as Radnor Township Traffic Engineer*

MOVEMENT OF LEGISLATION: It is being requested the Board of Commissioners approve the attached resolution.



GILMORE & ASSOCIATES, INC.

ENGINEERING & CONSULTING SERVICES

February 10, 2015

File No. 15-01014

Steve Norcini, P.E., Public Works Director
Radnor Township
301 Iven Avenue
Wayne, PA 19087

Reference: Proposal for 2015 Retainer and Professional Services

Dear Mr. Norcini:

Please find enclosed Gilmore & Associates, Inc.'s 2015 Professional Services Fee Schedule for the Board of Commissioners' consideration at their upcoming business meeting. Please note that the new rates reflect an average increase of approximately 1.3 % from 2014. As requested and discussed, we are providing an itemized list of additional services with a set fee to allow the Board of Commissioners' immediate consideration during 2015 for common transportation studies typically required during the year. As such, we offer the following estimates for your consideration:

Ongoing Engineering Services to include:

1. Review and comment on various land development applications along with travel and attend municipal meetings for the same, billed according to the attached 2015 Professional Services Fee Schedule for time and materials.
 2. Attend Board of Commissioner meetings without benefit of Land Development reimbursable agenda items; fee based at hourly rate as noted on attached 2015 Professional Services Fee Schedule with reimbursement for mileage/tolls.
 3. Special Transportation Projects as set forth by Radnor Township as follows:
 - A. STOP/ALL-WAY STOP WARRANT ANALYSIS
 - i. Average Daily Traffic Volumes and Speed data available from Radnor Township
 - ii. Obtain detailed crash records (as opposed to summary records) to review for causation factors (from PennDOT and Township)
 - iii. Requires site visit to review sight distance
 - iv. Complete one of the following PennDOT Forms: TE-102 *Multiway Stop Control at Intersections Engineering and Traffic Study* or TE-108 *Stop or Yield Control at Intersections Engineering & Traffic Study*
 - v. Prepare memorandum of findings based on MUTCD Section 2B.06 (STOP Sign Applications) and 2B.07 (Multi-Way Stop Applications)
- ESTIMATED FEE: \$2,200

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Phone: 215-345-4330 | Fax: 215-345-8606

www.gilmore-assoc.com

B. TRAFFIC CALMING ANALYSIS

- i. Average Daily Traffic Volumes and Speed data available from Radnor Township
- ii. Obtain detailed crash records (as opposed to summary records) to review for causation factors (from PennDOT and Township)
- iii. Requires site visit to review field conditions
- iv. Complete traffic calming assessment for location
- v. Prepare memorandum of findings
ESTIMATED FEE: \$2,200

C. INTERSECTION TRAFFIC SIGNAL WARRANT ANALYSIS

- i. Obtain detailed crash records (as opposed to summary records) to review for causation factors (from PennDOT and Township)
- ii. Requires site visit to assess field conditions and review sight distance
- iii. Requires turning movement counts (6:30AM-6:30PM twelve hour counts to review Peak, 4-hour and 8-hour warrants)
- iv. Complete PennDOT TE-150 Traffic Signal Warrant Analysis Engineering & Traffic Study along with Run nine (9) warrant conditions based on MUTCD 4C.01-4C.09 along with PennDOT's Traffic Signal Warrant Analysis Spreadsheet
- v. Prepare memorandum of findings
ESTIMATED FEE: \$3,500 (includes 12 hours of manual turning movement counts)

D. PEDESTRIAN CROSSWALK ANALYSIS

- i. Requires site visit to review field conditions (obtain photographs and assess field conditions)
- ii. Complete PennDOT TE-672 Pedestrian Needs Accommodations at Intersections Checklist
- iii. Prepare a memorandum of findings
ESTIMATED FEE: \$2,200

E. AMERICANS WITH DISABILITIES COMPLIANCE AT SIGNALIZED INTERSECTION

- i. Requires site visit to review field conditions
- ii. Verify ADA compliancy check based on CS-4401 documentation and PennDOT Publication 72M; Standards for Roadway Construction RC-67M Curb Ramps and Sidewalks
- iii. Prepare a memorandum of findings
ESTIMATED FEE: \$2,200

F. TRAFFIC COUNTS

- i. Four (4) Peak Hour Counts- Turning Movement Counts/Intersection
ESTIMATED FEE: \$950
- ii. Average Daily Traffic/Speed Analysis – Roadway 24 hour Tube counts (per lane/per approach): \$900 for first approach; \$250 for each additional lane/approach—Fee to be determined on a case by case basis.
- iii. Twelve (12) Hour Counts- Turning Movement Counts/Intersection
ESTIMATED FEE: \$1,300

Mr. Norcini, P.E., Radnor Township Public Works Director
2015 Transportation Professional Services

Page 3
February 10, 2015

We thank you for the opportunity for Gilmore & Associates, Inc. to provide transportation engineering professional services to Radnor Township in 2014 and look forward to continuing our association with the Township in 2015.

Sincerely,



Amy B. Kaminski, P.E., PTOE
Transportation Services Manager
Gilmore & Associates, Inc.

Enclosure: 2015 Professional Services Fee Schedule

cc: Steve Gilmore, P.E., President, Gilmore & Associates, Inc.
William C. Rowland, Chief Financial Officer, Gilmore & Associates, Inc.
Craig Kennard, P.E., Chief Operating Officer, Gilmore & Associates, Inc.



GILMORE & ASSOCIATES, INC.
ENGINEERING & CONSULTING SERVICES

**2015 PROFESSIONAL SERVICES FEE SCHEDULE
RADNOR TOWNSHIP, DELAWARE, PA**

| | |
|---------------------------------|-----------|
| *Principal Engineer | \$ 135.00 |
| Consulting Professional V | \$ 130.00 |
| Consulting Professional IV | \$ 125.00 |
| Consulting Professional III | \$ 120.00 |
| Consulting Professional II | \$ 115.00 |
| Consulting Professional I | \$ 110.00 |
| Design Technician V | \$ 100.00 |
| Design Technician IV | \$ 95.00 |
| Design Technician III | \$ 90.00 |
| Design Technician II | \$ 85.00 |
| Design Technician I | \$ 80.00 |
| Construction Representative IV | \$ 90.00 |
| Construction Representative III | \$ 85.00 |
| Construction Representative II | \$ 80.00 |
| Construction Representative I | \$ 75.00 |
| Surveying Crew II | \$ 140.00 |
| Surveying Crew I | \$ 125.00 |
| Project Assistant III | \$ 75.00 |
| Project Assistant II | \$ 70.00 |
| Project Assistant I | \$ 65.00 |

***Township Traffic Engineer** – This rate applies to Amy Kaminski, P.E., PTOE.

Consulting Professionals - Include project managers, geologists, transportation engineers, environmental engineers, landscape architects, land surveyors, GIS specialists, water resources engineers, civil engineers, sewage enforcement officers, etc.

Design Technicians - Include CADD/GIS persons, analysts, designers & other technical support staff for Consulting Professionals.

Staff Assignment - It is Gilmore & Associates, Inc.'s policy to assign the most cost-efficient staff to a given project based upon staff availability and degree of difficulty of a given project. Gilmore & Associates, Inc. is cognizant of the budgetary concerns of our clientele and to that end, we make every effort possible to complete our tasks in a cost-efficient and professional fashion.

Listed Rates - All rates listed above are hourly rates based upon straight time for a 40-hour, 5-day week and are charged on actual time expended. When requested/required to provide construction engineering/observation services in excess of 40 hours during the normal work week, the construction engineering/observation rate shall be charged at 1.5 times the standard rate for those hours worked in excess of the normal 40 hours. Construction Representative services requested on weekends shall be charged at the same overtime rate with a minimum of 4 hours charge.

Client Invoicing - Gilmore & Associates, Inc. invoices on a monthly basis and payment for services rendered are due within 30 days.

Proprietary Information - This Professional Services Fee Schedule is proprietary information issued by Gilmore & Associates, Inc. for review only by the recipient of this document. The information contained herein shall not be shared, reviewed or discussed with others than those receiving this original document.

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RESOLUTION NO. 2015-28

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING THE 2015 WAGE AND SALARY SCHEDULE**

WHEREAS, Section 6.05 of the Radnor Township Home Rule Charter requires that the Board of Commissioners adopt human resource policies and procedures as part of the Township's Administrative Code; and

WHEREAS, the Administrative Code establishes pay-setting practices based upon applicable Federal, State and Township laws; and

WHEREAS, the Board of Commissioners adopted Resolution 2014-121 on December 8, 2014 establishing the 2015 Wage and Salary schedule for all Township employees; and

WHEREAS, pursuant to the Township's Collective Bargaining Agreement with the Fraternal Order of Police, Police Officers assigned to the Traffic Safety Unit receive an increase in pay; and

WHEREAS, in the effort to promote fiscal transparency, the Board wishes to amend the 2015 Wage & Salary Schedule to reflect the change in wages to Employee #159 who has been assigned to the Traffic Safety Unit as a replacement to an officer who is no longer with the Township.

NOW, THEREFORE, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby adopt the amendment to the 2015 Wage and Salary Schedule for fiscal year 2015 as follows:

| Department | Position | Emp# | Approved 1/1/2015 Rate | Amended 2015 Rate |
|-------------------|-----------------------|-------------|-----------------------------------|------------------------------|
| Police | Patrol-Traffic Safety | 159 | \$40.7011 | \$43.9572 |

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____
Name: William A. Spingler
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager / Secretary

Radnor Township
PROPOSED LEGISLATION



DATE: February 20, 2015

TO: Board of Commissioners

FROM: William M. White, Finance Director 

LEGISLATION: Resolution 2015-28 amending the 2015 Wage and Salary schedule to incorporate the increased wages for a Patrol Officer being assigned to the Traffic Safety Unit.

LEGISLATIVE HISTORY:

(1) The Board of Commissioner entered into a Collective Bargaining Agreement (“CBA”) with the Fraternal Order of Police (“FOP”) on May 19, 2014 as incorporated in Resolution 2014-49.

(2) The Board of Commissioners adopted Resolution 2014-121 on December 8, 2014 establishing the 2015 Wage and Salary schedule for all Township employees.

PURPOSE AND EXPLANATION: In 2014, one of the Traffic Safety positions was vacated and the Police Department has assigned a replacement officer to fill that role in 2015. In an effort to promote fiscal transparency, this resolution is being presented to amend the 2015 Wage & Salary Schedule to incorporate the increased wages for the Officer being assigned to the Traffic Safety Unit.

FISCAL IMPACT: The increase in pay is \$3.2561 per hour, pursuant to the CBA with the FOP. On an annual basis, the impact is approximately \$7,300 (wages plus payroll taxes). These funds are included in the 2015 budget since this appointment is *replacing* a vacant Traffic Safety Unit position that already existed.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the February 23, 2015 Board of Commissioner meeting.

Pet Valu Certificate of
Appreciation for
supporting the Radnor
Township K-9 Unit

Letters of Commendation
by
Police Department

Appointments to Various Boards and Commissions

Presentation of Township
Building Rain Garden
Project

Recognition of the
Radnor Hotel
for the
Daddy/Daughter Dance

Recreation and Community
Programming Department
Presentation on 2014
Department Highlights

ORDINANCE NO. 2015-02

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF
RADNOR, CHAPTER 270, SECTION 270-31 SPECIAL PURPOSE
PARKING ZONES.**

The Board of Commissioners of the Township of Radnor does hereby ENACT and ORDAIN the following amendments to Section 270-31 as follows:

Section 1. Section 270-31, Special Purpose Parking Zones, is hereby amended establishing a new handicapped parking zone as follows:

| Name of Street | Side | Location |
|-----------------------|-------------|---|
| Eachus Avenue | West | Commencing 40 feet from Meredith Avenue in a north direction on the west side of Eachus Avenue continuing for a distance of 22 feet. |

Section 2. Repealer. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

Section 3. Severability. If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

Section 4. Effective Date. This Ordinance shall become effective in accordance with the Home Rule Charter of Radnor Township.

ENACTED and **ORDAINED** this 23rd day of February, 2015.

RADNOR TOWNSHIP

By: _____

Name: William A. Spingler
Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: 02/23/15

TO: Robert A. Zienkowski, Township Manager

FROM: William A. Colarulo, Police Superintendent

LEGISLATION: Resolution #2015-02 authorizing a handicapped parking space on Eachus Avenue.

LEGISLATIVE HISTORY: None.

PURPOSE AND EXPLANATION: A resident is requesting a handicapped parking space to be placed on Eachus Avenue. The resident meets all requirements for a handicapped space and has presented all necessary documentation to the Staff Traffic Committee.

FISCAL IMPACT: None.

RECOMMENDED ACTION: The Police Department respectfully requests the Board to adopt the amendment at the regular Board of Commissioners Meeting on February 23, 2015.

Update on 2014-2015
Deer Culling Program

Highway Patrol Duties

Annual: Highway Patrol Unit will complete and provide annual statistics to the Superintendent of Police.

Monthly: Highway Patrol Unit will conduct a monthly meeting with the community to review staff traffic issues. The minutes of these meeting will be kept on file and provided to Radnor Township staff and Commissioners for review. Radnor Township will have all needed Public Works or traffic engineers present as deemed appropriate for these meetings.

Highway Patrol Officers will be assigned various duties following the Staff Traffic Meeting. The duties in general will be minor or preliminary evaluations. All major engineering studies and counts will be conducted by traffic engineers or in conjunction with the Director of Public Works. However, the Highway Patrol Unit will still be responsible for evaluating the following requests: Handicap parking, parking restrictions, and sight distance at intersections. Speed Board locations will be assigned on a monthly basis by direction of the Superintendent or the Highway Patrol Unit.

Traffic Counters will be placed on the roads by the Highway Patrol Unit or Public Works.

Daily:

- Speed Checks
- Motor Carrier Safety Inspections
- Motorcycle Patrol
- Special Enforcement Zones
- Crash Investigations
- Patrol Response
- Safety Inspections-Special Enforcement Zones
- Abandoned Vehicle Investigation and Enforcement

Items to be considered by Traffic Engineer:

- Traffic Calming
- Stop sign studies
- Traffic signal studies
- Crosswalk studies
- Sidewalk studies
- Speed Limit studies

Any other items to be determined by Staff Traffic Committee.

Proposed Staff Traffic Protocol:

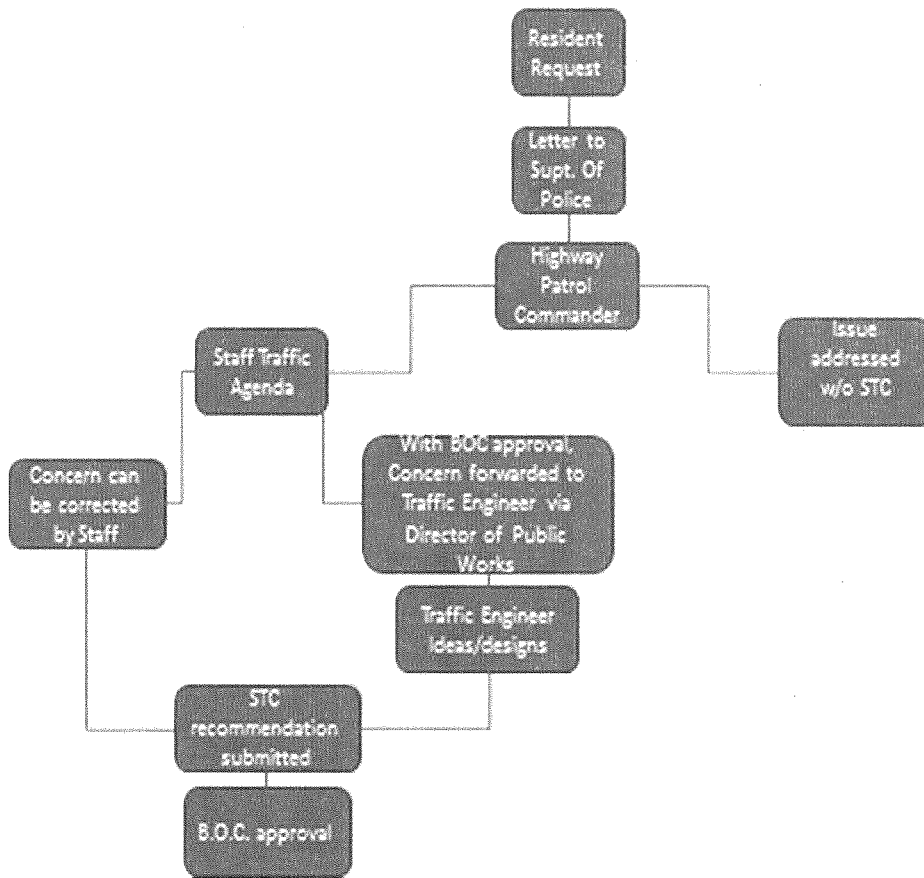
Goal: It is the goal of Radnor Township to streamline and make efficient use of the Highway Patrol Unit involving traffic surveys and traffic engineering. This will enable officers to be more effectively utilized for street enforcement and patrol functions, thus directly benefiting the Township and increasing safety.

Purpose: Design clear and reasonable monthly and daily duties for the Highway Patrol Unit. Establish clear procedures for the public and Township officials to follow when they have a traffic concern or request for traffic calming which will require a study.

Community Procedures:

1. All traffic requests must be directed to the Superintendent of Police, in writing.
2. Police Superintendent or Highway Patrol Commander shall determine if the traffic request should be placed on the Staff Traffic Agenda.
3. If the item is to be placed on the agenda, then the Staff Traffic Committee will hear the request at the monthly Staff Traffic meeting and determine if the item should be forwarded to the Board of Commissioners for consideration of assignment to the Township Traffic Engineer.
4. If approved by the Board of Commissioners, then a member of the Staff Traffic Committee will complete a detailed form listing the request which is then to be forwarded to the Township Traffic Engineer for review via the Director of Public Works.

Proposed Staff Traffic Protocol





Radnor Police
Highway Patrol Unit
301 Iven Ave. Wayne, PA 19087
(610)688-5600

Radnor Staff Traffic Engineering Request Form

Original Complainant Information

| | |
|----------------|--------------|
| Date: _____ | Name: _____ |
| Address: _____ | |
| Phone #: _____ | Email: _____ |

Stop Sign Request

| |
|------------------------------|
| At the intersection of _____ |
| Comments |

Speeding Issue

| |
|----------------|
| Location _____ |
| Comments |

Other

| |
|----------------|
| Location _____ |
| Comments |

**RESOLUTION NO. 2015-29
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, APPROVING THE LICENSE AGREEMENT BY AND
BETWEEN RADNOR TOWNSHIP AND FRIENDS OF RADNOR 284, INC.
FOR A PROPERTY LOCATED NEAR THE INTERSECTION OF GODFREY
ROAD AND DARBY PAOLI ROAD**

WHEREAS, Radnor Township (“Township”) is the owner of certain property located at and known as the Wheeler Tract, located near Godfrey Road and Darby Paoli Road (the “Property”).

WHEREAS, Friends of Radnor, Inc. (“Licensee”) was formed for the express purpose of supporting and benefitting the Radnor Troop 284, a chartered Boy Scout Troop in Radnor Township (the “Troop”).

WHEREAS, the Troop has been occupying the Property for over sixty (60) years via lease between the Troop and the Property’s previous owner, which lease expired upon the Township’s acquisition of the Property.

WHEREAS, Licensee, on behalf of the Troop, wishes to enter into a License Agreement for the Troop to continue to use the Property for a period of six (6) months.

WHEREAS, the Board of Commissioners now intends to approve the proposed License Agreement, which is attached hereto and incorporated herein by reference as Exhibit “A”.

NOW, THEREFORE, it is hereby **RESOLVED** that the Radnor Township Board of Commissioners does hereby approve the attached License Agreement for the Property.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this day of , 2015.

RADNOR TOWNSHIP

By: _____
Name: William Spingler
Title: President

ATTEST: _____

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (the "Agreement") made as of the _____ day of _____, 2015 (the "Effective Date"), by and between **RADNOR TOWNSHIP** (the "Licensor") and **FRIENDS OF RADNOR 284, INC.** (the "Licensee").

WITNESSETH:

A. Licensor is the owner of certain property located near the intersection of Godfrey Road and Darby Paoli Road in Radnor Township consisting of approximately 1 acre and containing a cabin, described as Parcel "E" also known as a portion of the "Wheeler Tract" as set forth on the Boundary Survey plan prepared by Momenee Survey Group, Inc. attached hereto as Exhibit "A" (the "Property").

B. In January, 2014, Licensee was formed for the expressed purpose of supporting and benefitting the Radnor Troop 284, a chartered Boy Scout Troop in Radnor Township (the "Troop") and preserving open space in Radnor Township.

C. The Troop has been occupying the Property for more than sixty (60) years during which time the Troop has used the Property for purposes consistent with the mission of the Boy Scouts of America (the "Existing Use"). The Troop has occupied the Property pursuant to a certain lease between the Troop and Licensor's predecessor in interest (the "Lease").

D. Upon Licensor's acquisition of the Property on December 23, 2014, the Troop's Lease expired and Licensee is currently in negotiations to purchase the Property from Licensor.

E. Licensee, through the Troop, desires to continue to use the Property for the Existing Use, for a period of six (6) months commencing on the Effective Date.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth in this Agreement, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, agree as follows:

1. Grant of License.

1.1. Subject to the terms and conditions of this Agreement, Licensor hereby grants Licensee, on behalf of the Troop, a license to use and occupy the Property for the Existing Use.

1.2. No legal title, leasehold or other interest in the Property is granted or conveyed pursuant to this Agreement, nor does this Agreement create a landlord-tenant relationship between Licensor and Licensee or the Troop.

2. **Term.**

2.1. The initial term of this Agreement (the "Term") shall be six (6) months, commencing on the Effective Date. In the event that neither party has elected to cancel this Agreement by issuing the other party written notice at least thirty (30) days prior to the expiration of the Term, the Term shall be automatically extended for consecutive periods of six (6) months until such time as notice of termination is given pursuant to this Section 2.1 or Section 2.2 below.

2.2. Notwithstanding the foregoing, Licensor or Licensee shall have the right to terminate this Agreement effective as of the last day of any calendar month by giving written notice of termination to other party (the "Termination Notice"). The Termination Notice shall specify the date on which the Term shall end, which date shall be not less than ninety (90) days after the date that such notice is given. The Term shall end on the date set forth in the Termination Notice with the same force and effect as if such date were the date originally set forth in this Agreement for the expiration of the Term.

3. **License Payments.**

In consideration of the grant of the license, Licensee shall pay Licensor the sum of ONE DOLLAR (\$1.00) per month (the "License Payments") for each month of the Term.

4. **Use; Compliance with Law.**

4.1. The Troop, as authorized by Licensee, shall use and occupy the Property solely for the Existing Use.

4.2. Licensee, on behalf of the Troop, shall obtain all permits necessary for and comply with all laws and regulations relating to the use and occupancy of the Property.

5. **No Services.**

Licensor shall not be obligated to provide any services to Licensee, to the Property, or otherwise under this Agreement.

6. **Exclusion of All Warranties.**

Licensee has inspected the Property, and accepts it in its current condition, "AS IS."

7. **No Alterations.**

Neither Licensee nor the Troop shall not make any alterations or improvements to Property without the prior written consent of Licensor, which shall not be unreasonably withheld, conditioned or delayed.

8. Indemnification of Licensor.

Except to the extent caused by the negligence or misconduct of Licensor, Licensee hereby agrees to indemnify, defend and hold Licensor, its partners, shareholders, officers, directors, agents and employees harmless from and against any and all claims, suits, actions, liabilities, losses, damages and expenses (including without limitation, attorneys' fees and court costs) arising from or in connection with (a) the negligence or willful misconduct of Licensee, or (b) failure by Licensee to perform any of its obligations under this Agreement.

9. Damage to Property.

Licensee shall be solely responsible for the cost of repairing any damage to the Property (including the existing cabin) caused by Licensee or its agents, employees, representatives, contractors, subtenants, licensees or invitees.

10. No Assignment by Licensee.

Licensee shall not have the right to assign this Agreement.

11. Licensor's Right of Access.

Licensor shall have access to the Property upon twenty four (24) hours notice to Licensee for such purposes as Licensor may deem necessary, except that in case of emergency, no notice shall be required.

12. Surrender.

Licensee and the Troop shall surrender the Property to Licensor at the expiration or earlier termination of the Term in the same condition as it is on the date of this Agreement, reasonable wear and tear excepted.

13. Default and Licensor's Remedies.

The failure of Licensee, or the Troop as the case may be, to perform any of its obligations under this Agreement and the continuation of such failure for ten (10) days after notice from Licensor to Licensee shall constitute an event of default ("Event of Default"), upon the occurrence of which, Licensor shall have, in addition to all remedies available at law or equity, the right to terminate this Agreement and to reenter and take possession of the Property.

14. Waiver.

No waiver by Licensor of any breach or default in the performance of any of Licensee's obligations shall constitute a waiver of any subsequent breach or default.

15. **WAIVER OF TRIAL BY JURY.**

LICENSOR AND LICENSEE EACH WAIVE, IRREVOCABLY AND UNCONDITIONALLY, TRIAL BY JURY IN ANY ACTION BROUGHT ON, UNDER OR BY VIRTUE OF OR RELATING IN ANY WAY TO THIS AGREEMENT.

16. **Consent to Jurisdiction.**

The parties agree that any suit, action or other legal proceeding arising out of this Agreement may be brought in the courts of record of the Commonwealth of Pennsylvania or the United States District Court for the Eastern District of Pennsylvania, and consent to the jurisdiction of each such court (as well as all courts from which an appeal may be taken from the aforesaid courts) in any such suit, action or proceeding.

17. **Limitation of Liability.**

Licensee shall look solely to Licensor's interest in the Property for enforcement of any obligation of Licensor under this Agreement or under applicable law. No other property or other assets of Licensor shall be subject to levy, execution or other enforcement proceeding.

18. **Notices.**

Any notices required or permitted to be given under this Agreement shall be given in writing and shall be delivered by (a) hand delivery, (b) commercial overnight courier that guarantees next day delivery and provides a receipt, or (c) legible facsimile (followed by hard copy sent concurrently with such facsimile, in accordance with preceding subsections (a) or (b)), and such notices shall be addressed as follows:

If to Licensor:

Radnor Township
301 Iven Avenue
Wayne, PA 19087
Attention: Township Manager
Facsimile:

With a required copy to:

Grim, Biehn & Thatcher
104 S. Sixth Street
P.O. Box 215
Perkasie, PA 18944-0215

Facsimile No.: (215) 257-5374

If to Licensee:

Friends of Radnor 284, Inc.

Facsimile No.: _____

With a required copy to:

Saul Ewing LLP
1200 Liberty Ridge Drive, Suite 200
Wayne, PA 19087
Attention: David J. Falcone, Esquire
Facsimile No.: 610-722-32070

or to such other address as either party may from time to time specify in writing to the other party. Any notice shall be effective only upon receipt (or refusal by the intended recipient to accept delivery). Notice given by facsimile shall be effective upon receipt of such facsimile (subject to the requirement that hard copy be sent concurrently in accordance with this Section). Any notice which is received on a Saturday, Sunday or a legal holiday, or after 5:00 p.m. prevailing local time at the place of receipt, shall be deemed received on the next business day.

19. Survival.

All liabilities and obligations of Licensee under this Agreement shall survive the expiration or earlier termination of the Term.

20. Interpretation of Agreement.

The headings and captions in this Agreement are inserted for convenience of reference only and in no way define, describe or limit the scope or intent of this Agreement or any of its provisions. Where the context so requires, the use of the singular shall include the plural and vice versa and the use of the masculine shall include the feminine and the neuter.

21. Counterparts.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

22. Entire Agreement; Requirement for Writing.

22.1. This Agreement and the exhibits attached to this Agreement contain the final and entire agreement of Licensor and Licensee and are intended to be an integration of all prior negotiations and understandings. Neither Licensor nor Licensee shall be bound by any

covenants, agreements, statements, representations or warranties, oral or written, not contained in this Agreement. No change or modification to this Agreement shall be valid unless the same is in writing and signed by the parties to this Agreement. No waiver of any of the provisions of this Agreement shall be valid unless the same is in writing and is signed by the party against which it is sought to be enforced.

23. **Severability.**

If any provision of this Agreement, or the application thereof to any person, place or circumstance, shall be held by a court of competent jurisdiction to be invalid, unenforceable or void, the remainder of this Agreement and such provisions as applied to other persons, places and circumstances shall remain in full force and effect.

24. **Drafts not an Offer to Enter into a Legally Binding Contract.**

The submission of a draft of this Agreement by one party to another is not intended by either party to be an offer to enter into a legally binding contract. The parties shall be legally bound pursuant to the terms of this Agreement only if and when Licensor and Licensee have fully executed and delivered to each other a counterpart of this Agreement.

25. **Governing Law.**

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

26. **Successors and Assigns.**

Subject to Article 11, this Agreement shall be binding upon the parties hereto and their respective successors and assigns; provided that Licensor and each successive holder of Licensor's interest in the Property shall be liable only for obligations accruing during the period that it is the holder of such interest. From and after the transfer by Licensor or such successive holder of its interest in the Property, Licensee shall look solely to the successors for the performance of Licensor's obligations hereunder arising thereafter.

IN WITNESS WHEREOF, Licensor and Licensee have executed this Agreement as of the day and year first above written.

LICENSOR:

RADNOR TOWNSHIP

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

LICENSEE:

FRIENDS OF RADNOR 284, INC.

By: _____
Name: _____
Title: _____

TROOP:

RADNOR TROOP 284

By: _____
Name: _____
Title: _____

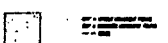


NEW VILLAGE

| TRACT | ACRES | TOTAL ACRES |
|-------|----------|-------------|
| 1-1 | 10.00 AC | |
| 1-2 | 10.00 AC | |
| 1-3 | 10.00 AC | |
| 1-4 | 10.00 AC | |
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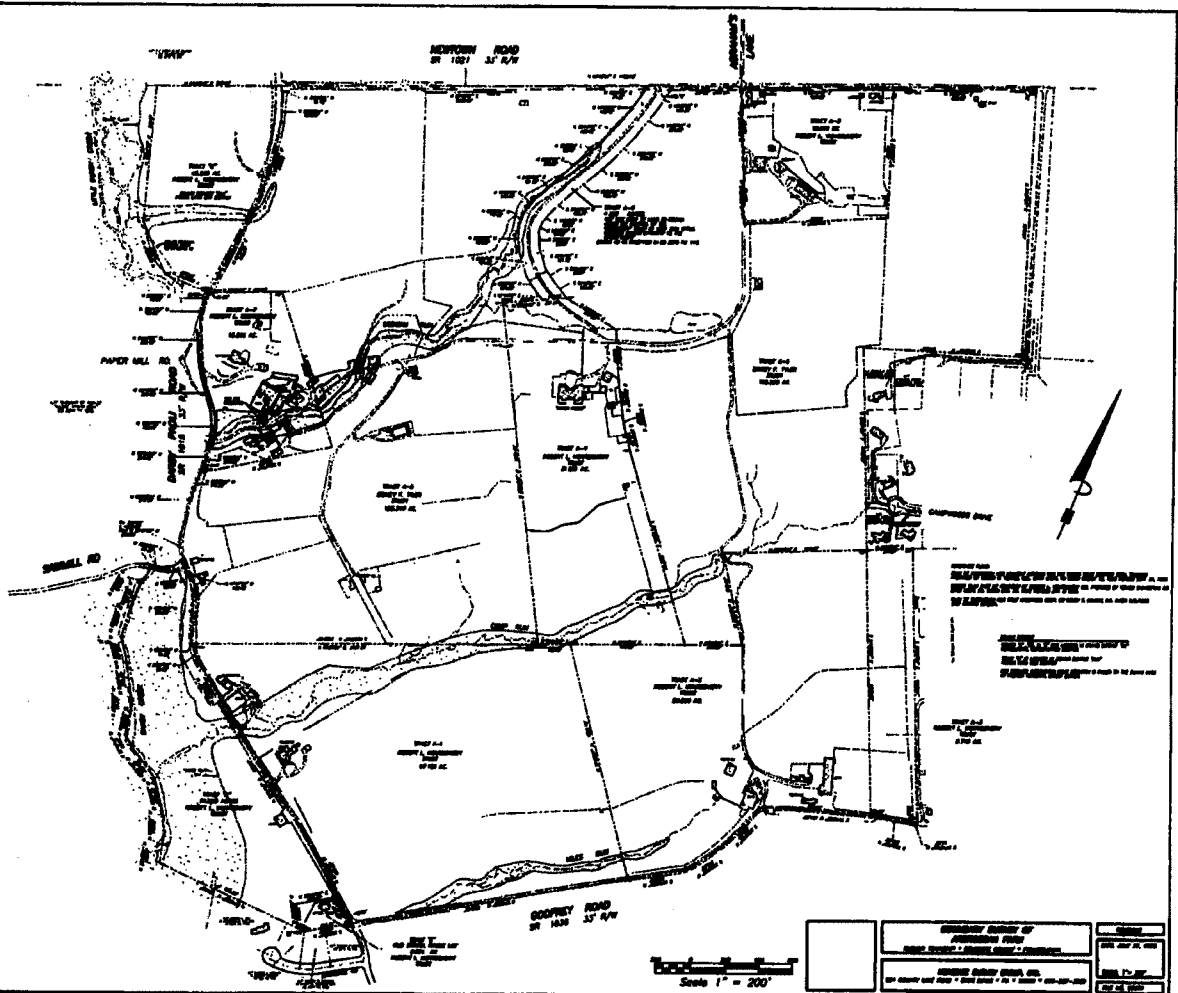
TOTAL ACRES = 47.25 ACRES

NEW VILLAGE



LEGEND

- EXISTING ROADS
- PROPOSED ROADS
- EXISTING UTILITIES
- PROPOSED UTILITIES
- EXISTING BUILDINGS
- PROPOSED BUILDINGS
- EXISTING TREES
- PROPOSED TREES
- EXISTING CLEARING
- PROPOSED CLEARING
- EXISTING FENCES
- PROPOSED FENCES
- EXISTING EROSION CONTROL
- PROPOSED EROSION CONTROL
- EXISTING DRAINAGE
- PROPOSED DRAINAGE
- EXISTING SURFACE WATER
- PROPOSED SURFACE WATER
- EXISTING SUBSURFACE WATER
- PROPOSED SUBSURFACE WATER
- EXISTING TOPOGRAPHY
- PROPOSED TOPOGRAPHY
- EXISTING VEGETATION
- PROPOSED VEGETATION
- EXISTING SOILS
- PROPOSED SOILS
- EXISTING GEOMORPHOLOGY
- PROPOSED GEOMORPHOLOGY
- EXISTING CLIMATE
- PROPOSED CLIMATE
- EXISTING AIR QUALITY
- PROPOSED AIR QUALITY
- EXISTING NOISE
- PROPOSED NOISE
- EXISTING VIBRATION
- PROPOSED VIBRATION
- EXISTING LIGHT
- PROPOSED LIGHT
- EXISTING ELECTROMAGNETIC INTERFERENCE
- PROPOSED ELECTROMAGNETIC INTERFERENCE
- EXISTING SOCIAL AND ECONOMIC CONDITIONS
- PROPOSED SOCIAL AND ECONOMIC CONDITIONS
- EXISTING CULTURAL RESOURCES
- PROPOSED CULTURAL RESOURCES
- EXISTING HISTORIC RESOURCES
- PROPOSED HISTORIC RESOURCES
- EXISTING ARCHAEOLGICAL RESOURCES
- PROPOSED ARCHAEOLGICAL RESOURCES
- EXISTING PALEONTOLOGICAL RESOURCES
- PROPOSED PALEONTOLOGICAL RESOURCES
- EXISTING BOTANICAL RESOURCES
- PROPOSED BOTANICAL RESOURCES
- EXISTING ZOOLOGICAL RESOURCES
- PROPOSED ZOOLOGICAL RESOURCES
- EXISTING FISHERY RESOURCES
- PROPOSED FISHERY RESOURCES
- EXISTING WILDLIFE RESOURCES
- PROPOSED WILDLIFE RESOURCES
- EXISTING PLANT AND ANIMAL COMMUNITIES
- PROPOSED PLANT AND ANIMAL COMMUNITIES
- EXISTING ECOSYSTEMS
- PROPOSED ECOSYSTEMS
- EXISTING BIODIVERSITY
- PROPOSED BIODIVERSITY
- EXISTING GENETIC RESOURCES
- PROPOSED GENETIC RESOURCES
- EXISTING SCIENTIFIC RESOURCES
- PROPOSED SCIENTIFIC RESOURCES
- EXISTING EDUCATIONAL RESOURCES
- PROPOSED EDUCATIONAL RESOURCES
- EXISTING RECREATIONAL RESOURCES
- PROPOSED RECREATIONAL RESOURCES
- EXISTING AESTHETIC RESOURCES
- PROPOSED AESTHETIC RESOURCES
- EXISTING VISUAL QUALITY
- PROPOSED VISUAL QUALITY
- EXISTING CHARACTER
- PROPOSED CHARACTER
- EXISTING SENSE OF PLACE
- PROPOSED SENSE OF PLACE
- EXISTING COMMUNITY VALUES
- PROPOSED COMMUNITY VALUES
- EXISTING CULTURAL HERITAGE
- PROPOSED CULTURAL HERITAGE
- EXISTING HISTORIC LANDMARKS
- PROPOSED HISTORIC LANDMARKS
- EXISTING ARCHITECTURAL RESOURCES
- PROPOSED ARCHITECTURAL RESOURCES
- EXISTING ENGINEERING RESOURCES
- PROPOSED ENGINEERING RESOURCES
- EXISTING CONSTRUCTION RESOURCES
- PROPOSED CONSTRUCTION RESOURCES
- EXISTING OPERATIONAL RESOURCES
- PROPOSED OPERATIONAL RESOURCES
- EXISTING MAINTENANCE RESOURCES
- PROPOSED MAINTENANCE RESOURCES
- EXISTING DEMOLITION RESOURCES
- PROPOSED DEMOLITION RESOURCES
- EXISTING RECYCLING RESOURCES
- PROPOSED RECYCLING RESOURCES
- EXISTING WASTE MANAGEMENT RESOURCES
- PROPOSED WASTE MANAGEMENT RESOURCES
- EXISTING WATER RESOURCES
- PROPOSED WATER RESOURCES
- EXISTING AIR RESOURCES
- PROPOSED AIR RESOURCES
- EXISTING SOIL RESOURCES
- PROPOSED SOIL RESOURCES
- EXISTING GEOSPHERE RESOURCES
- PROPOSED GEOSPHERE RESOURCES
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- EXISTING LITHOSPHERE RESOURCES
- PROPOSED LITHOSPHERE RESOURCES
- EXISTING ATMOSPHERE RESOURCES
- PROPOSED ATMOSPHERE RESOURCES
- EXISTING HYDROSPHERE RESOURCES
- PROPOSED HYDROSPHERE RESOURCES
- EXISTING CRYOSPHERE RESOURCES
- PROPOSED CRYOSPHERE RESOURCES



Scale 1" = 200'

| | |
|---|---|
| <p>PROJECT NAME</p> <p>PROJECT NUMBER</p> <p>PROJECT LOCATION</p> <p>PROJECT DATE</p> | <p>PROJECT OWNER</p> <p>PROJECT ENGINEER</p> <p>PROJECT ARCHITECT</p> <p>PROJECT CONTRACTOR</p> |
|---|---|

Exhibit A

Discussion of Parameters
of directing the Township
Solicitor

RESOLUTION NO. 2015-30

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF RADNOR TOWNSHIP, DELAWARE COUNTY, ESTABLISHING RULES AND REGULATIONS FOR THE CONDUCT OF PUBLIC MEETINGS PURSUANT TO THE SUNSHINE ACT

WHEREAS, the Radnor Township Board of Commissioners holds public meetings to conduct the business of the Township; and

WHEREAS, the Board of Commissioners complies with the Sunshine Act in the conduct of its meetings by providing a reasonable opportunity at each meeting for members of the public to comment on matters of individual or Township concerns and official actions of the Board of Commissioners; and

WHEREAS, Section 610 of the Pennsylvania Sunshine Act, 65 Pa.C.S.A. 710 permits the Township to adopt rules and regulations necessary for the conduct of its meetings and the maintenance of order; and

WHEREAS, the Board of Commissioners has determined that in order to conduct public meetings in an orderly manner and to provide for full public participation in such meetings, it is necessary to establish rules and regulations so as to conduct the Township's business within a reasonable period of time at each meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Radnor Township Board of Commissioners hereby adopts the following rules and regulations for its public meetings.

1. An agenda shall be prepared in advance of all public meetings which shall be posted on the Township's website on the Friday before the scheduled public meeting.

2. All appointments or requests to be placed on the agenda shall be made one (1) week before the scheduled public meeting. No appointments or individuals shall be placed on the agenda outside of this time period without specific direction from the President of the Board of Commissioners.

3. General Public Comment - At the beginning of the agenda and after completion of the agenda at each public meeting, sufficient minutes shall be set aside for members of the public to comment on matters of general or individual concern in the Township and not on the Township's official agenda. In the interest of conservation of time, if a person seeks to comment on a matter already set down as an agenda item, the person will be required to wait until the agenda item comes up for action. In the interest of conservation of time, speakers who make public comment during the comment period that precedes the business portion of the agenda may not make public comment again on any topic during the comment period after completion of the business portion of the agenda.

4. Public Comment on Agenda Items – In addition to the general public comment period, the Board will take public comment during the agenda only on those items requiring official action and for items considered under caucus proceedings. The Sunshine Act defines official action as “recommendations made by an agency pursuant to statute, ordinance or executive order; the establishment of policy by an agency; decisions on agency business; or vote on any motion, proposal, resolution, rule, regulation or ordinance or report.” The Board may also take public comment after discussion items when appropriate.

5. General Conduct for Public Comment and Agenda Comment -

- a. Members of the public shall comment only after being recognized by the President conducting the meeting.
- b. Individual public comment shall be limited to five minutes unless permitted otherwise by the unanimous vote of the Board of Commissioners. Public comment time is not transferable.
- b. Members of the public shall announce their name and address prior to addressing the Board of Commissioners.
- c. The President may rule out of order scandalous, impertinent or redundant comments, personal attacks, comments or actions that demonstrate disrespect for the decorum of the proceedings, comments or actions designed to disrupt the proceedings or comments which exceed the allotted time. A speaker shall allow interruption from the President if the President desires to rule out of order any of the foregoing comments, attacks or actions.
- d. Public comment shall be made at the front podium.
- e. All questions and requests for information from the public shall be directed to the President. Citizens, staff, and Commissioners may not interrupt the speaker or engage in dialogue with the speaker during public comment. After the speaker has left the podium and returned to his or her seat, the President may ask staff to address the issue identified by a speaker provided that the request for information is not unreasonably complex. After the completion of all public comment, each Commissioner shall be allotted five minutes to address any item he or she wishes to address regarding the previous public comment.

6. Anyone wishing to use audio, video or stenographic recorders to record a meeting shall announce their intention to do so either prior to the meeting or during the public comment part of the meeting and shall do so in a manner which will not interfere in any way with the activities of the Board of Commissioners or the ability of the general public to observe and participate in the public meeting. The Board of Commissioners reserves the right to designate a specific area for the use of any such recording equipment.

7. In the event that there is insufficient time for public comment, the Board of Commissioners at its discretion may continue the public comment to its next regular meeting or to a special meeting occurring in advance of the next regular meeting.

8. When a group of persons wishes to address the Board on the same subject matter, the Board may request that a spokesperson be chosen by the group to address the Board so as to avoid unnecessary repetition.

RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2015.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS

William A. Spingler