



TOWNSHIP ADMINISTRATION MONTHLY REPORT

MARCH 2022

Manager:

1. Police contract negotiations on-going.
2. Processed 3 Right-to-Know requests.
3. West End Ambulance meeting re: financial support
4. VFSA Meeting regarding sewer infrastructure
5. Clean Energy Transition Plan site meeting for energy audit
6. Site meeting with URDC re: Hidden River Phase 1
7. Annual Strategic Planning Meeting w/ Board, staff and volunteers
8. Worker's Comp Audit
9. Meeting with government services rep at PA American
10. Stormwater Comp Plan – review of Current Services draft report
11. Meeting with Radio Salvacion re radio towers on township property
12. Prepared ARPA Funds budget for review by Board of Supervisors

General Administration:

1. Monthly Safety Meeting. Training topic: Threat Assessment presented by Officer Wilson
2. Prepared 9 new resident welcome packets for delivery by the Police Dept.

Staff Development:

1. Staff participated in the following webinars or training:
 - a. PSATS – What your Public Works Director Wants you to Know – Kim
 - b. PSATS – Stormwater Retrofits – Kim
 - c. ARPA funds webinar sponsored by Rep. Houlihan's office – Kim
 - d. Affording Housing webinar - Aaron

Grant Activity:

1. American Battlefield Protection Program –application submitted 3/14
2. Land & Water Conservation Fund appl for Hidden River submitted 3/18
3. PA American Environmental program grant – submitted 3/31

Subdivision/Land Development/Zoning:

1. Working with owner of Prizer Road property on land development application
2. Processed 6 Zoning Hearing Board applications so far this year
3. Processed 11 Zoning Permits and reviews all building permits for zoning compliance prior to sending to building inspector for processing.
4. Parking ordinance amendment – currently under legal review.
5. 1100 Western Road – preparing legal action against owner for non-compliance with agreement and continued public safety issues and deterioration of structure.
6. Responded to residential complaints of property maintenance and dog barking issues; provided residential zoning explanations; and worked with potential businesses on zoning compliance.

Land Steward:

1. Continued trail blazing on Woodbridge open space parcel
2. Recorded GPS coordinates for new French Creek Trail map.
3. Prepping for HRPP riparian buffer planting project
4. FCT Spring Clean-up and tree planting event.

**EAST PIKELAND TOWNSHIP
PUBLIC WORKS DEPARTMENT REPORT
MARCH 2022**

PUBLIC WORKS ACTIVITY

- *MULCH, COMPOST AND WOOD DELIVERIES TO DATE- 46*
- *GRIND STUMPS AT KIMBERTON PARK (DEGER)*
- *FIND LEAK AT KYAL FACILITY*
- *SURVEY ALL INLETS AND MAKE A REPAIR LIST- 150 REPAIRS*
- *POT-HOLE PATROL- MOSTLY STATE-OWNED ROADS*
- *GRIND MULCH FOR RESIDENTIAL DELIVERIES*
- *TURN WINDROWS AND MOVE MULCH PILES*
- *PA ONE CALLS RESPONDED TO IN FEBRUARY: 62*

WEATHER- RELATED & NON-WEATHER-RELATED INCIDENTS

- *SNOW EVENT- SATURDAY 3/12/22 CALL IN AT 9AM OUT AT 6PM*

BUILDING, FACILITY AND EQUIPMENT MAINTENANCE

- *REPLACE/REPAIR LADIES BATHROOM LIGHTS*
- *REPAIR SPINNER BRACKET ON TRUCK #6 (TROTTER)*
- *INSTALL NEW CUTTING EDGE ON JD 5100E TRACTOR*
- *INSTALL TWO NEW BATTERIES ON TRUCK #9*
- *TRUCK #8 OIL/FILTER CHANGE*

ROAD CREW ROUTINE MAINTENANCE AND TASKS: SUMMER SCHEDULE

- *RECYCLING YARD WORK- GRIND- TURN PILES- LOAD SCRAP- EMPTY OIL*
- *DOCUMENTATION: WORK DETAIL, TRUCK/EQUIPMENT MAINTENANCE*
- *REPLACE/REPAIR DOWNED SIGNS*
- *TREE INSPECTIONS- REMOVE IF NECESSARY*
- *STORMWATER: INLET CLEANING, REPAIRS AND PIPEING*

TRAINING

- *SAFETY MEETING- 2ND TUESDAY OF EVERY MONTH @ 1PM*
- *PECO VITUAL MEETING- 3/11/22*
- *DELCHESTER MTG- AT KFC- 3/15/22*
- *LTAP- LOCAL ROADS SAFETY- 3/25/22*
- *PA ONE CALL- LOCATOR PROGRAM- 3/30/22*

Respectfully,

Alex D Cushman

Public Works Director

Kimberton Fire Company

Kimberton, PA

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Incident Type per Municipality for Date Range

Start Date: 03/01/2022 | End Date: 03/31/2022

INCIDENT TYPE	# INCIDENTS
Municipality: CHARLESTOWN (TOWNSHIP OF)	
611 - Dispatched & cancelled en route	1
745 - Alarm system activation, no fire - unintentional	1

Incidents for Charlestown (Township of): 2

Municipality: EAST PIKELAND (TOWNSHIP OF)	
111 - Building fire	1
311 - Medical assist, assist EMS crew	2
322 - Motor vehicle accident with injuries	1
353 - Removal of victim(s) from stalled elevator	1
412 - Gas leak (natural gas or LPG)	1
445 - Arcing, shorted electrical equipment	1
651 - Smoke scare, odor of smoke	2
730 - System malfunction, other	1
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	2
900 - Special type of incident, other	3

Incidents for East Pikeland (Township of): 16

Municipality: EAST VINCENT (TOWNSHIP OF)	
311 - Medical assist, assist EMS crew	1

Incidents for East Vincent (Township of): 1

Municipality: EAST WHITELAND (TOWNSHIP OF)	
111 - Building fire	1

Incidents for East Whiteland (Township of): 1

Municipality: MALVERN	
571 - Cover assignment, standby, moveup	1

Incidents for Malvern: 1

Municipality: PHOENIXVILLE	
111 - Building fire	1
743 - Smoke detector activation, no fire - unintentional	1
746 - Carbon monoxide detector activation, no CO	1

Incidents for Phoenixville: 3

MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.

