

# COMMUNITY FACILITIES AND SERVICES INVENTORY AND PLAN

This chapter provides an inventory of the community facilities and services that serve Elverson Borough residents and businesses as well as recommendations to ensure those facilities and services continue to meet needs. The inventory includes both Borough-operated facilities and services and those provided by other agencies, organizations, authorities, and institutions.

The adequacy and availability of community facilities and services are essential in establishing municipal priorities and budgets and are directly related to and influenced by future development and demographic changes. Map 4-A provides detailed mapping of the facilities located within the Borough and those in the immediate area that serve Elverson, and is provided in Appendix B. Community facilities and services are addressed within the following framework:

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# Inventory

## Municipal Administration and Finances

### Administration and Facilities

Borough Hall is located on South Chestnut Street (see Map 4-1), within a former schoolhouse. The building includes a meeting space and offices. Meetings for both Borough Council and the Planning Commission are held in Borough Hall.

Elverson Borough is governed by a mayor and seven member Borough Council, who are elected by residents for four year, staggered terms. Borough Council is granted the power to hire personnel and appoint individuals to various commissions and task forces. Other elected positions include a constable, which follows a six year term. Constables have the power to arrest and are charged with maintaining order at election polls. They may, but are not required to, serve the courts through duties such as serving warrants.

Elverson does not employ a borough manager. Day to day operations are handled by a Borough secretary who works directly with Borough Council in administering all Borough business. In 2013, staff consisted of the secretary and the part-time Emergency Management Coordinator. A variety of work is carried out on a contractual basis (discussed below). Volunteer services are provided by many individuals in a variety of commissions and committees, discussed below.



*Elverson Borough Hall is located within a former schoolhouse along South Chestnut Street.*

### Volunteer Groups/Citizen Participation

The support and involvement of residents are essential to effective and efficient municipal operation in Pennsylvania. Many Elverson Borough residents are actively involved in community efforts. Citizen participation allows the Borough to make use of local knowledge, ensures that Elverson is responsive to residents and businesses, and reduces administrative costs. The following is a list of currently active (2014) Borough volunteer and citizen participation groups and positions, with the number of members noted:

- Planning Commission (4)
- Historical Commission (7)
- Shade Tree Commission (5)
- Zoning Hearing Board (3)
- Municipal Authority of the Borough of Elverson (MABE, 8 members)
- Building and Grounds Committee (1)
- Parks and Recreation Committee (not currently active)
- Communications Committee (3)

- Streets and Lights Committee (1)
- Neighborhood Watch Committee (25)
- Recycling and Solid Waste Committee (2)
- Vacancy Board (2)
- Events Committee (10)

## Consultants/Contractual Work

Positions currently filled on a contractual basis with outside consultants include the code enforcement officer, solicitor (separately for Borough Council and the Planning Commission), and engineer. Maintenance work such as snow removal, mowing, and park maintenance is also handled through contracts with outside providers. The Borough also hires consultants on an as needed basis, and in the past has used consultants for planning and historic preservation efforts.

## Public Outreach

Public outreach is essential to inform residents and business interests about Borough activities, thereby providing them an opportunity to voice opinions, volunteer, and participate in the Borough’s future direction. Elverson Borough publishes a monthly newsletter to inform residents on various topics such as municipal authority fees, Borough history, and community events. Meetings for Borough Council and other commissions/committees are open and provide residents an opportunity to offer input. The Borough’s website ([www.elversonboro.org](http://www.elversonboro.org)) provides contact information for Borough officials and staff, and provides for the dissemination of information on activities and programs such as current events, ordinances, meeting schedules and minutes, and public works information. Current information on events is also provided on the Borough’s digital sign along Route 23, near Park Avenue, which was erected in 2011. Public outreach connects residents and businesses to Borough administration and elected officials and is a critical part of effective governing.



*The Borough’s digital sign along Route 23 is used to distribute information to residents and visitors.*

## Finance and Budget

Revenue streams for the Borough include an earned income tax (which is currently one percent and split evenly with the school district), real estate transfer taxes, liquid fuels funds, local services tax (for emergency services), and sources such as fees associated with code enforcement. The Borough has not imposed a real property tax since 1994. Grant funding is periodically a significant source of funding for Elverson. Grant funds have been used for streetscaping projects and park projects.

Expenditures include staff salaries, consultant fees, contributions to fire and ambulance service, and public works costs (such as road and bridge construction, maintenance, and snow removal).

The Borough does not currently have a capital improvements plan (CIP), although a CIP has been used in the past. A summary of the Borough budget is published in the Elverson Borough Newsletter, which is published monthly and made available on the Borough website.

# Sewage Facilities

Most of Elverson is served by public sewer, which is owned and operated by the Municipal Authority of the Borough of Elverson (MABE). MABE is run by a board of eight members, who are appointed by Elverson’s Borough Council for terms of four years. MABE is licensed to serve the entire Borough, although sewer lines have not been extended to all areas at this time (see Figure 4-1 or Map 4-1 for areas currently served by public sewer). Generally, public sewer serves the developed portions of the Borough and does not extend to a limited number of large-lot residential parcels and vacant parcels at the Borough’s fringes. The eventual goal is to have all properties served through the MABE sewerage collection, conveyance, and treatment facilities, with the exception of properties located to the south of Route 401. Service south of Route 401 would be provided by the Nantmeal Warwick Sewer Company.

The sewerage collection, conveyance, and treatment system became operational in 1989. The system was upgraded in 2004 – 2005 with new treatment units and the existing lagoons were no longer needed. The Borough is still in the process of dewatering, backfilling, and regrading the lagoons, as well as removing associated concrete structures (valve vault, inlet structures, disinfection facility, and sand filter building), as required by the Pennsylvania Department of Environmental Protection (PADEP). Once all structures associated with the original treatment system are removed and the property restored, options for the 11 acre parcel include selling the site for private development, utilizing the area for public open space, or some combination of those two options.

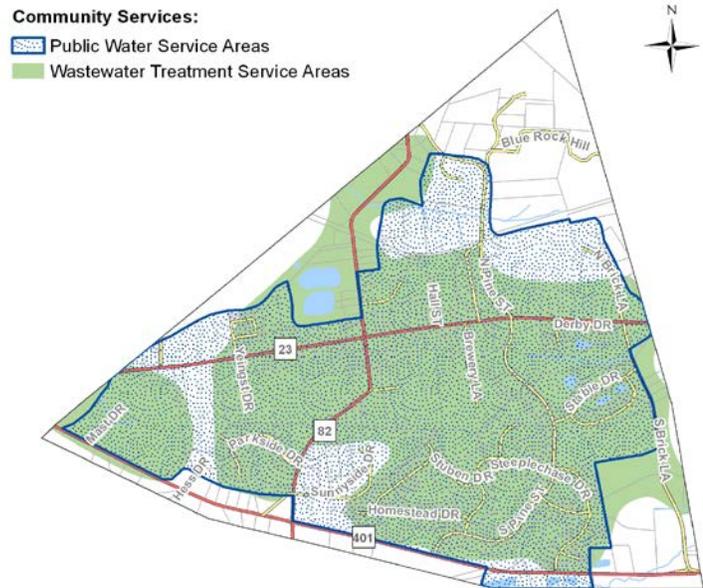
The wastewater treatment system has excess capacity at this point, being permitted for 125,000 gallons per day with current flows averaging 48,000 gallons per day. The system discharges into the headwaters of the Conestoga River.

## Sewage Facilities Planning

Sewage facilities planning in Pennsylvania is governed by the Act 537 Sewage Facilities Plan. A primary purpose of the plan is to determine how sewage facilities can best be provided to meet anticipated future land use needs. The plan can also be used to establish the most preferred methods of sewage treatment for new development. PADEP originally approved an Act 537 Plan for Elverson Borough in 1994, and an update was completed in 2002.

Ensuring that sewage facilities planning is coordinated and consistent

Figure 4-1: Public Sewer and Water Service Areas



MABE owns a total of three parcels with access to Route 23 and North Chestnut Street.

with local and regional planning policies is important in implementing future land use goals. Items to consider in sewage facilities planning include promoting groundwater recharge rather than water export with disposal methods and protecting public health by eliminating or repairing existing systems that are malfunctioning.

## Water Facilities

Elverson is entirely dependent upon local groundwater sources for water supply, although most lots are served by a community water system rather than on-lot wells. Elverson Water Company is privately held and began operations in 1990 with the advent of the Summerfield development.

Elverson Water Company makes use of high-capacity community wells and storage capacity of 550,000 gallons to serve approximately 2,000 people through 520 connections. A system of water mains extends through most of the Borough, although there is no water main along Chestnut Street (Route 82). Five wells are located within the Borough: four in the French Creek basin and one in the Conestoga Creek basin. The groundwater is treated and then distributed by a pressurized system. No violations to public water quality standards were noted in the most recent (2012) annual drinking water quality report.

A limited number of parcels on the fringes of Elverson are not served by the Elverson Water Company. These parcels remain dependent on private wells that are located on-lot. The Chester County Health Department permits and enforces water quality and quantity standards for new wells. Individual wells are not subject to any ongoing monitoring requirements however, and individual owners are responsible for monitoring their water quality.

One important issue that bears monitoring is the status of two sites within the Borough identified as having soil and groundwater contamination. One site is located in the northeastern portion of the Borough; the second site is located in the southwest portion of the Borough. Both sites are associated with industrial activities that took place in the past.

The northeast site was contaminated as a result of Graco Children's Product's operations (Graco was subsequently acquired by Newell Rubbermaid, Inc. [NRI]). The site is now owned by Sproul Hill Associates, L.P. (SPA) and operated by Whitford Corporation and Polymeric Systems, Inc. SPA is currently in litigation with NRI to have NRI complete the cleanup of the site in accordance with the Environmental Indemnity Agreement, the appropriate PADEP Act 2 standards, and other applicable laws and statutes.

The southwest site is associated with the operations of the Sun Pipeline Valve Station. It is an active groundwater and soil media cleanup site and is in compliance with applicable clean up standards. Monitoring wells are in place at both locations. Both sites are registered with PADEP and are classified as active Land Recycling Cleanup Locations.

All of Elverson's community water supply wells are located a considerable distance from these sites. Homeowner's wells contaminated by Graco's operations were removed from service and the Elverson Water Company now provides public water to these properties.

## Stormwater Management

Stormwater runoff from rain events or snow melt is a leading cause of water pollution. Degradation of both surface and groundwater can occur as a result of stormwater runoff that carries oil, grease, pesticides, fertilizers, sediment, and trash that is picked up by the stormwater. Stormwater management - the safe and effective collection, control, infiltration, and treatment of the stormwater that flows overland into streams after a rain event or snow melt - minimizes intermittent flooding, reduces erosion and sedimentation of streams, and reduces the contamination of groundwater, surface water, the natural ecosystem, and drinking water sources.

Stormwater management in Elverson is particularly critical due to the density of development within the Borough, although its location high in the watersheds that drain the Borough (French Creek and Conestoga Creek) limits the potential for significant flood events. A stormwater collection system is located within the cartway of Route 23 and Route 82, installed by PennDOT in the 1950s. This infrastructure, consisting of corrugated steel piping, is of concern due to its age and PennDOT's failure to accept maintenance responsibility. There are additional stormwater collection systems within the newer residential subdivisions, which are owned and maintained by homeowners' associations.

Because of the importance of stormwater management in watershed protection and planning, one of the seven major goals of the Chester County Water Resources Plan, *Watersheds* (2002) is to "reduce stormwater runoff and flooding." Stormwater management is addressed by three major pieces of legislation:

- Pennsylvania Stormwater Management Act (Act 167 of 1978);
- Pennsylvania Erosion and Sedimentation Control Act, Chapter 102; and
- National Pollutant Discharge Elimination System (NPDES) Phase II regulations, specifically MS4.

### Act 167 – Stormwater Management

Act 167 assigns responsibility for addressing stormwater to the municipal level, in order to control runoff and reduce soil erosion. Chester County recently finalized an Act 167 Plan that covers all municipalities in the County, with the exception of those municipalities/watershed areas that have adopted individual Act 167 Plans since 2005 (as with the Conestoga Creek watershed, see below). Phase I of this process was completed in 2010 with PADEP approving the use of *Watersheds* as the plan document. Phase II of the process includes the plan adoption process and a model stormwater management ordinance, which provides standards and criteria to enable municipalities to meet Act 167 Plan and PADEP goals and objectives. Municipal involvement was a key component in the development of the standards and criteria. The Act 167 Plan was adopted by Chester County and approved by PADEP in 2013.



The deadline for municipal adoption and enactment of the minimum standards and criteria was early 2014. Elverson is currently (March 2014) in process on addressing the Act 167 requirements.

Conestoga Creek, which drains the western portion of the Borough, has identified issues of agricultural nutrients, other nutrients, organic enrichment, and low dissolved oxygen, and has had an Act 167 Plan in place since 2005. Lancaster County led the completion of that plan, as most of the watershed is within Lancaster County. The area of the Borough within the Conestoga Creek watershed must comply with the minimum standards and criteria set forth in the Conestoga Creek Act 167 Plan.

## Chapter 102 – E&S Control

The Pennsylvania Erosion and Sedimentation Control Act, Chapter 102, establishes the basic planning and implementation requirements to be followed for any earth disturbance. Chapter 102 establishes the threshold requirements for notifying PADEP of land disturbing activity, and in some cases the permitting requirement through PADEP. The Chester County Conservation District has local responsibility for specific Chapter 102 program activities through an agreement with the PADEP.

## NPDES – MS4

Based on the 2010 U.S. Census, Elverson Borough is now considered an urbanized area, which is a change from the 2000 Census. This designation impacts stormwater because the Environmental Protection Agency (EPA), and specifically the NPDES program, designates an urbanized area as “municipal separate storm sewer system” (MS4) and requires compliance with the NPDES MS4 permit program. In Pennsylvania the NPDES MS4 program is administered by PADEP and the Chester County Conservation District. The permit program requires municipalities under its authority to implement several activities, as follows:

- Provide public education and outreach activities regarding stormwater;
- Provide public participation and involvement opportunities regarding stormwater management program development and implementation;
- Develop and implement a plan to detect and eliminate illicit discharges to the storm sewer system;
- Develop, implement, and enforce an erosion and sediment control program for construction activities that disturb one or more acres of land;
- Develop, implement, and enforce a program to address discharges of post-construction storm water runoff from new development and redevelopment areas; and
- Develop and implement a program with the goal of preventing or reducing pollutant runoff from municipal operations.

The Borough should prepare to respond to the requirements of the MS4 permit, with activities such as identification of all stormwater system inlets and outfalls, regular inspection of all outfalls, and requiring that new construction map all new inlets and outfalls. Public education on stormwater will need to be undertaken.



## Chesapeake Bay and TMDL

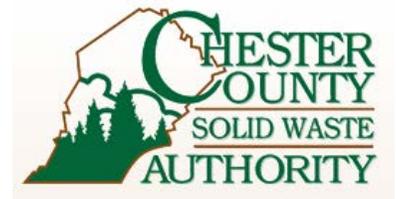
Elverson is divided between the French Creek watershed (which drains to the Schuylkill River) and the Conestoga Creek watershed (which drains to the Susquehanna River and into the Chesapeake Bay). Efforts to improve water quality within the Chesapeake Bay are continuing to evolve and becoming more mandated and regulatory in nature, which impacts stormwater management and point and non-point sources of pollution. States within the watershed of the Chesapeake Bay are required to submit a Watershed Implementation Plan (WIP) to meet permitted levels of Total Maximum Daily Load (TMDL). The EPA approved the WIP for the Chesapeake Bay watershed in Pennsylvania in 2010.

The WIP focuses on enforcement of existing regulations, including Concentrated Animal Feeding Operations (CAFOs) under the National Pollutant Discharge Elimination System (NPDES) program, the Nutrient Management Act (Act 38), and the Clean Streams Law (Chapter 102). The EPA will be monitoring compliance with the WIP and sediment and nutrient pollution levels, and will perform a full review every two years. If progress is not satisfactory, other measures will be implemented. TMDL limits were approved for the Chesapeake Bay basin watersheds, including Conestoga Creek, in late 2010. Additional detail on TMDLs is available at the Chester County Water Resources Authority website, [www.chesco.org/water](http://www.chesco.org/water). French Creek has higher water quality and is not impacted by TMDLs, although the Schuylkill River does have TMDLs in place.

## Solid Waste

Solid waste collection within the Borough for residential uses is provided through a contract between the Borough and a private hauler. This contract is currently with Eagle Disposal of PA, which serves Chester, Lancaster, and Berks counties. Collection includes solid waste and single-stream recycling, including glass containers, newspaper, cardboard, aluminum and tin cans, plastics #1 - 5, and lawn and leaf debris. Non-residential users are not provided service through this contract and must independently contract with waste haulers.

Solid waste is disposed of at the Lanchester Landfill, which is owned and operated by the Chester County Solid Waste Authority. At the current rate of disposal, the Authority predicts that current permitted capacity at Lanchester will be filled to capacity by 2026. A variety of products can be recycled at Lanchester, from the standard glass and plastics (# 1- 5, #7) to used oil and clothing. Their website provides a full listing of products that can be recycled ([www.chestercountyswa.org](http://www.chestercountyswa.org)). Additionally, the Lanchester Landfill captures and utilizes methane gas for its own energy needs, the energy needs of local industry, and to be sold for use in the overall energy grid. As of 2013 the methane gas from Lanchester generates the annual energy equivalent to that required to heat nearly 12,000 homes.



# Emergency Services

## Emergency Management

Outside of the traditional emergency response supplied by police, fire, and ambulance providers, every municipality has a responsibility to its residents to prepare for a variety of emergency situations. Emergency management is the process of planning in advance for appropriate responses in the event of a major incident such as a tornado, snowstorm, flooding, major accident, or terror activity. Preparation of a Basic Emergency Operations Plan (EOP), and annual updates to that plan, is one step municipalities are required to take to identify potential hazards and plan an appropriate response. Emergency management requirements are detailed in Pennsylvania’s Consolidated Statutes, Title 35, and most specifically in Sections 7101 – 7707, also referred to as the Emergency Management Services Code.

Current records of the Chester County Department of Emergency Services indicate the most recent Elverson Borough EOP update was in January 2013. A critically important part of the EOP is an annual update, to ensure that current Borough elected officials and staff are accounted for within the plan and made aware of its existence and contents. Periodic training for any Borough officials or staff that are assigned responsibilities within the EOP is required to ensure that they are able to work in a coordinated manner with other emergency management officials and agencies. A specific issue to address in the EOP and to remain aware of for overall emergency service within Elverson Borough is the presence of the Twin Valley Elementary Center. Institutional settings require specific emergency service preparation, training, equipment, and response.

Elverson Borough has signed onto the Chester County Hazard Mitigation Plan, which is currently (2014) being updated. The Hazard Mitigation Plan includes goals, objectives, and actions to decrease the impact of future disasters, as well as historical data on past events. The Borough has appointed an Emergency Management Coordinator, who is participating in the update to the County Hazard Mitigation Plan.

## Police

Elverson Borough does not operate a municipal police force and instead relies upon the Pennsylvania State Police. The State Police respond from the Embreeville State Police Barracks located on Lieds Road in West Bradford Township, approximately 18 miles from Elverson. The Embreeville Barracks are part of Troop J, which serves all of Chester and Lancaster counties. The State Police can also respond from locations along the Pennsylvania Turnpike in a severe emergency.

The Elverson Neighborhood Watch was formed in 2005 and has monthly meetings and weekly patrols by groups of volunteers. Coordination with the State Police on issues of concern is a primary task of the Elverson Neighborhood Watch, which has more than 20 volunteers.

## Fire

Fire service in the Borough is provided by the Twin Valley Fire Department, Station 69, a volunteer-driven organization. Station 69 is



*Twin Valley Fire Department is located on Elverson’s municipal boundary with Berks County, and serves six municipalities.*

located on Route 23, along the municipal boundary with Berks County, and serves a total of six municipalities (four in Chester County and two in Berks County). Incident responses across the entire service area are noted in Figure 4-2. Responses have ranged in the past several years, but have averaged more than one a day in each year.

**Figure 4-2: Station 69 Incident Responses**

Year	Incidents
2013	399
2012	374
2011	431
2010	395
2009	370

Source: [www.tvfd69.com](http://www.tvfd69.com); accessed January 7, 2014.

Twin Valley Fire Department came into existence on January 1, 2007 with the merger of the Elverson Fire Company and Morgantown Fire Company. Formal meetings to merge the two companies began in 2005 after years of cooperation and coordination. The Elverson Fire Company had organized in 1919 and added ambulance service in 1948.

Funding to the Twin Valley Fire Department is provided by each municipality served, and set on an annual basis during a joint meeting that uses property assessment values as a determining factor in its funding formula. Elverson takes part in these annual meetings.

## Ambulance

Basic Life Support (BLS) ambulance service in Elverson is provided by Elverson Emergency Medical Services, Station 89, which is housed with the Twin Valley Fire Department. Ambulance service was provided as part of the Elverson Fire Company, and when it merged with the Morgantown Fire Company the decision was made to split the emergency medical services (EMS) off into its own entity.

Unlike fire service, ambulance service is increasingly provided by career staff. While volunteers still play a critical role, Elverson EMS is staffed on a 24/7 basis by career responders, which began in 2004. Elverson EMS is the primary ambulance responder for approximately 150 square miles across ten municipalities in Chester, Berks, and Lancaster counties.

Funding for Elverson EMS is provided through billing for services, donations, and a membership or subscription service. Residents of member municipalities can purchase one year subscriptions for a set fee, which limits their cost if they require ambulance service. Municipal funding for ambulance service is not a set process, as with the fire service, but the municipalities are working to establish a similar process and formula.

Call responses for Elverson EMS are noted in Figure 4-3. Calls have increased moderately since 2009.

**Figure 4-3: Station 89 Call Responses**

Year	Incidents
2013	1,272
2012	1,460
2011	1,407
2010	1,313
2009	1,181

Source: [www.elversonems.org](http://www.elversonems.org); accessed on January 7, 2014.

Advanced Life Support (ALS) ambulance service is provided by Medic 93, which is associated with Brandywine Hospital. Medic 93 provides 24/7 coverage in the 320 square-mile radius surrounding Brandywine Hospital.

## Libraries

There are currently no public libraries located in Elverson Borough. There is a library at the Twin Valley High School just to the northwest of the Borough in Caernarvon Township and at the Twin Valley Elementary Center for use by students. The nearest available public libraries are located in Honey Brook Borough and Morgantown Borough, Berks County. Elverson residents also heavily use the Henrietta Hankin Branch Library, located at Ludwig’s Corner, east along Route 401.

Both the Hankin Branch Library and Honey Brook Community Library are part of the Chester County Library System. The Village Library is located in Morgantown and is part of the Berks County Library System. Each library offers a variety of programming for all ages. Elverson Borough does not currently provide funding to the libraries as part of its annual budget, but has made periodic contributions.

## Education

Schools impact their local communities in a variety of ways. Land use is a critical interaction, with new residential development spurring population growth to which the schools must respond. Engagement between schools and their local community can help make the schools an important community resource beyond their educational value to students.

In addition to the public school system, discussed in detail below, alternative options for K – 12 education are a strong tradition in Elverson. Home schooling and private schooling provide families with options beyond the public school system and reduce the burden on the public school system. Preschool options within Elverson include the Whole Child Learning Center on Route 23. Higher education options are abundant regionally and within commuting distance of Elverson, but not available in the immediate area.

## Twin Valley School District

Elverson Borough is one of seven municipalities within the Twin Valley School District (TVSD). In addition to Elverson, TVSD includes Honey Brook Borough and Honey Brook and West Nantmeal townships in Chester County and New Morgan Borough and Caernarvon and Robeson townships in Berks County. The District currently operates five public schools. Three are elementary schools serving kindergarten through fifth grade for defined geographic areas: Robeson Elementary Center, Honey Brook Elementary Center, and Twin Valley Elementary Center, which is located on the western edge of Elverson and was opened in 2005. Twin Valley Middle School and High School serve the entire District and are located in Caernarvon Township, Berks County.



*Twin Valley Elementary Center opened in 2005 and is accessed off Route 401.*

While this is a predominantly rural school district, school enrollment increased from 2,550 in 1990 to over 3,400 in 2013, corresponding to growth across the District. Enrollment for TVSD is noted in Figure 4-4.

**Figure 4-4: Twin Valley School District Enrollment**

Year	Honey Brook EC	Robeson EC	Twin Valley EC	Twin Valley MS	Twin Valley HS	Total
<b>Enrollment</b>						
<b>2009-2010</b>	456	437	491	976	998	3,358
<b>2010-2011</b>	445	436	480	1,026	989	3,376
<b>2011-2012</b>	397	422	471	1,068	960	3,318
<b>2012-2013</b>	416	399	473	1,118	967	3,373
<b>2013-2014</b>	446	440	468	1,030	1,066	3,468

Source: Twin Valley School District, April 1, 2013; www.education.com, accessed 12/26/13

## Healthcare

Hospital care is provided outside of the immediate vicinity of Elverson. Options include Brandywine Hospital to the south, Chester County Hospital to the southeast, Paoli Hospital to the east, and Reading Hospital and St. Joseph Medical Center to the north. Locally, St. Joseph opened a facility in Elverson that provides urgent care for non-life threatening injuries or illnesses, as well as physical therapy, radiology, and lab services. The facility has significantly improved access to health care for Elverson residents.



*Access to healthcare improved with the opening of St. Joseph's in Elverson.*

# Planning Implications

### Municipal Administration and Facilities

Tax revenues have lagged in recent years, and the Borough needs to be preparing to respond to requirements such as the MS4 permit. Careful consideration of the mix of taxes and fees that generate the core of the Borough's revenue, and how to prepare

for both short and long term expenditures, is necessary to ensure the best use of limited resources.

### **Sewage Facilities**

Future improvements and upgrades to sewage facilities, and the potential sale of the former treatment area, need to fit the overall vision for the Borough.

### **Water Facilities**

Ensuring a safe water supply is a core municipal responsibility, regardless of whether the water is obtained from public or private sources. The Borough needs to monitor water quality from all public sources to protect public health, and encourage residents with private onsite wells to have their water quality tested on a regular basis.

### **Stormwater Management**

The Borough must respond to the requirements of Act 167 and the MS4 permit to adequately manage stormwater within its boundaries, as well as ensure that existing infrastructure is maintained by the responsible party.

### **Solid Waste Collection and Disposal**

Maintaining a focus on recycling with the contracting of collection and hauling will enable the Borough to protect residents' interests.

### **Emergency Services**

The Borough must maintain awareness of municipal responsibilities regarding provisions of emergency services and work regionally when possible.

### **Libraries**

The Borough may benefit from investigating local use of area libraries and addressing funding as part of the annual budget process.

### **Education**

The location of the Twin Valley Elementary Center requires strong communication between the Borough and the School District on topics of common concern (population growth, community use of facilities, etc.).

# Recommendations

The recommendations below detail how Elverson Borough can provide and promote appropriate community facilities and services for its residents and businesses. Given that certain community facilities and services are largely beyond the Borough's control, some recommendations focus on voluntary and educational efforts. Priorities for implementation of the recommendations are established in Chapter 9, Implementation Measures. Implementation of the recommendations identified below will help Elverson achieve its community facilities and services goal to:

Provide and promote accessible, efficient, reliable, and fiscally responsible community services and facilities.

## Municipal Administration

### **4-1 Focus on the annual budget and budgeting processing by exploring options for revenue sources and the long-term implications of expenditures.**

Elverson has made excellent use of grant funding in recent years and the Borough should continue to seek grant funding when appropriate. While tax revenue is critical to the basic activities of the Borough, procurement of other revenue sources can ease the burden on Elverson residents or provide for programs that otherwise would not be feasible.

Many costs continue to rise however, and the current revenue sources may not cover expenditures over the next decade. To appropriately manage expenditures the Borough should create a Capital Improvements Plan (CIP) and address items such as the historic train station and Borough Hall. Development and implementation of a CIP would help address future maintenance and improvements to these facilities in a comprehensive and fiscally responsible manner.

Additionally, the Borough should consider whether new revenue streams are necessary. There is currently no real property tax in Elverson, as it was eliminated in 1994. Elverson is one of the few municipalities within Chester County to not have a municipal real property tax. The Borough does have an earned income tax and a local services tax. The Borough could also be more creative in generating income through partnerships with the local business community on specified needs, although revenue generated in this manner may vary significantly year to year.

### **4-2 Periodically review staffing and use of consultants/contractors to ensure that the needs of residents, businesses, and visitors are being addressed.**

The Borough should periodically review the need for and benefits of additional staff as regulatory requirements expand and the population increases. Many surrounding municipalities have found it beneficial to employ a manager to coordinate the many programs and activities at the municipal level, or to have staff for maintenance and public works tasks. Use of consultants and contractors can provide necessary assistance to municipalities, and when properly managed, can be a wise use of limited financial resources. Elverson Borough should continue to use consultants and contractors when in the best long-term interest of the Borough, and ensure that such consultants/contractors are well qualified and current with evolving information and technologies.

### **4-3 Establish a volunteer recognition program to acknowledge residents and businesses that significantly contribute to the Borough and to promote volunteerism.**

Acknowledging volunteers via an annual luncheon, awards program, or recognition on the Borough website and newsletter are simple ways Elverson can thank volunteers for their time and to promote volunteerism within the community.

**4-4 Ensure that public outreach is timely and comprehensive by regularly updating the Borough website, continuing to publish the Borough newsletter on a regular basis, and using other media outlets as appropriate.**

To be effective, public outreach needs to reach all residents and businesses, and convey current information. Elverson’s website should continue to be updated on a regular basis. A comprehensive update of the website may be necessary to allow for routine updates to occur on a more frequent basis. Content could be added to the website to improve its value as a general resource for area residents and businesses.

As social media evolves and grows the Borough should periodically review how it connects with its residents, businesses, and visitors, augmenting the newsletter and digital sign. There should be a variety of methods for the public to receive information and provide feedback to the Borough.

## Sewage Facilities

**4-5 Periodically update the Act 537 Plan to consider population growth and the potential to implement wastewater treatment and disposal systems that reduce impacts on natural resources and watershed water balances, while maintaining consistency with the Comprehensive Plan and municipal ordinances.**

As the Act 537 Plan for Elverson is updated over time, it should maintain logical and consistent service areas. An important environmental policy to promote in sewage facilities planning is the use of sewage facilities that boost groundwater recharge as opposed to those that export water out of the local watershed. With public sewer systems, the use of spray irrigation or land application is considered preferable to a stream discharge package treatment plant. Elverson should consider the recharge of groundwater in the next Act 537 Plan update and in future plans for the sewage disposal facility.

## Water Facilities

Ground and surface waters are covered extensively in Chapter Six, Natural Resources Inventory and Plan. The following recommendation focuses on drinking water.

**4-6 Maintain consistency between the provision of water supply and the Comprehensive Plan while ensuring a safe drinking supply for Borough residents.**

Much of the Borough is currently on a public water supply, which is provided through the privately held Elverson Water Company. The water quality of this public supply should be monitored, as well as private wells as possible. Residents with private wells should be encouraged to have regular testing of the water quality. Future tie-ins to the Elverson Water Company are somewhat limited by development patterns, however should the need to connect to public water become necessary for any resident due to water quality issues, the Borough should support such connections. The Borough should monitor the progress of the clean up efforts associated with the former Graco facility (now owned by Sproul Hill Associates, L.P.) and the Sun Pipeline Valve Station via PADEP.

## Stormwater Management

### **4-7 Review and amend stormwater management ordinances as necessary to ensure compliance with Act 167 and mandate proper design, construction, and maintenance of stormwater management infrastructure.**

With Chester County's adoption of an Act 167 Plan in 2013, the Borough must ensure that its stormwater regulations meet the minimum requirements of that Plan. The existing regulations can be certified by an engineer to have met the requirements, or the Borough can adopt a new ordinance based on the Act 167 Plan's model ordinance. Stormwater management is an evolving field, and the Borough will need to periodically review its regulatory controls to ensure that they are meeting the requirements of Act 167, the MS4 program, the needs of the Borough, and other state and federal requirements. Regulations should also keep current with emerging technologies and practices and advocate for innovative and best practices. New development should be held to the most current standards to ensure prevention and minimization of stormwater runoff and flooding.

### **4-8 Fulfill requirements of the NPDES Phase II/MS4 permit.**

Elverson Borough is now required by PADEP to fulfill the requirements of the MS4 permit. These permit requirements may change with time, and many requirements of the permit are of an on-going nature. The Borough needs a continuous focus on the different requirements of the program, which range in nature from maintenance issues to public education. MS4 requirements include:

- regular inspection of inlets and outfalls,
- updates to mapping of stormwater infrastructure as necessary,
- opportunities for the public to participate in stormwater management program development and implementation,
- and development of a plan to reduce runoff from municipal properties and operations.

Additional information on MS4 regulations can be obtained from the Chester County Water Resources Authority at [www.chesco.org/water](http://www.chesco.org/water).

# Solid Waste Collection and Disposal

**4-9 Continue to promote appropriate solid waste disposal and promote recycling through contracting and public education.**

Encouraging recycling with public education and ensuring that the contracted hauler provides for a range of materials to be collected for recycling will help ensure that the Lanchester Landfill continues to serve municipalities. As an added benefit, the generation of energy through methane gas recovery at the landfill captures a previously lost energy source, which will likely only increase in importance over time.

# Emergency Services

**4-10 Update the Basic Emergency Operations Plan (EOP) on an annual basis in coordination with the Chester County Department of Emergency Services and participate in updates to the Chester County Hazard Mitigation Plan.**

EOPs need to be updated on an annual basis to ensure effective and efficient operations in the case of a disaster. The Borough's Emergency Management Coordinator should lead this effort in full coordination with the Chester County Department of Emergency Services. Current records of the Chester County Department of Emergency Services indicate the most recent Borough EOP was adopted in January 2013, and an update is currently (2014) underway. The Borough has signed onto the current Chester County Hazard Mitigation Plan, which is undergoing an update. The Borough will need to sign onto the updated County Hazard Mitigation Plan once completed. Elverson needs to remain aware of its responsibilities with regard to both the EOP and Hazard Mitigation Plan.

**4-11 Disseminate information to area residents and businesses on prevention and preparedness such as use of fire alarms, proper display of house numbers, escape plans, 911 protocols, and the Special Needs Registry.**

Use of public outreach tools to share emergency management and emergency services information can benefit residents, businesses, and the emergency responders that serve the Borough. For example, while the International Building Code (ICC) requires appropriate display of the street address for all new construction, public outreach can focus on encouraging existing structures to display their address in a consistent manner. Additionally, commercial and industrial development can be encouraged to display the address at all entrances, including areas used for loading or employee entrance. Information such as this should be available on a continuous basis on the Borough website and periodically featured in the Borough newsletter and other outlets.

The Borough should also publicize the existence of the Special Needs Registry, a coordinated effort at the County level to better identify those who are most at risk during a disaster because they are unable to receive, understand, or act upon emergency protective orders. Anyone that might require extra help in an evacuation or other disaster situation is encouraged to register in order to aid

emergency response and planning. Periodically highlighting this resource through a variety of public outreach outlets will enable it to serve as an effective tool of emergency management. Provision of services to those most in need during times of an emergency is a critical government function, and the Borough can best serve its residents by identifying in advance those most in need. Information and brochures on the Special Needs Registry and other prevention and preparedness issues can be obtained by contacting the Chester County Department of Emergency Services.

**4-12 Encourage and support volunteer emergency service providers to seek grant funding from the state and federal levels and alternative sources, and seek funding at the municipal level as appropriate.**

As Elverson has made good use of grant funding, its emergency service providers should be encouraged and supported to do the same within their available funding programs to maintain and upgrade their facilities and equipment. Additionally, the Borough should remain aware of grant opportunities and low-interest loans that are directed only to municipalities and limited to emergency response functions. Agencies such as the Department of Homeland Security, Southeastern Pennsylvania Regional Task Force, Pennsylvania Department of Agriculture, Pennsylvania Department of Community and Economic Development, and the Pennsylvania Office of the State Fire Commissioner may at times offer grants or low-interest loans related to emergency response. The Pennsylvania Fire and Emergency Services Institute ([www.pfesi.org](http://www.pfesi.org)) is a useful resource to investigate emergency services grants and loans from a variety of organizations.

**4-13 Continue coordination between the Borough and local emergency service providers to provide information regarding new development in the Borough and other issues of concern.**

Seeking the comment of local emergency service providers on proposed subdivisions is beneficial to all parties, and can allow for review of details such as roadway widths and turning radii with respect to emergency equipment. Any changes to the transportation system should be coordinated with emergency responders for their input. For example, new traffic signals or upgrades to existing signals should always provide for preemption for emergency response vehicles. Additionally, providing information regarding proposed and approved subdivision and land developments (such as location maps with the number and type of dwellings) to the fire and ambulance providers on a regular basis assists them in providing better coverage and service to Elverson and its residents. Regular contact also provides a time to discuss any areas of concern before problems become widespread or critical.

**4-14 Ensure emergency service providers have the appropriate training.**

In this context, emergency service providers include not only fire, police, and ambulance responders, but also elected officials and staff for the Borough that are assigned duties under the EOP. Personnel that have responsibilities in the EOP, such as the Emergency Management Coordinator, need the appropriate National Incident Management System (NIMS) training as defined by the U.S. Department of Homeland Security. This training can be obtained through the

Chester County Department of Emergency Services, and some training can be taken online. Appropriate training for responders is a requirement of certain grants, so compliance with training requirements can have financial implications.

**4-15 Adopt an ordinance ensuring minimum acceptable in-building radio coverage for emergency communications.**

Radio communications are essential for emergency services. While single family residential structures typically do not interfere with radio communications between emergency responders, larger structures can. The Borough should adopt an ordinance that covers multi-family residential housing and commercial, industrial, and institutional facilities to ensure that new construction is designed and built to ensure radio coverage. The Chester County Department of Emergency Services has a model ordinance for municipal use regarding in-building radio coverage.

**4-16 Monitor state police staffing levels and response times to ensure that adequate protection is provided, and continue coordination between the Neighborhood Watch and State Police.**

Elverson should continue to monitor State Police staffing and response time. If issues with response times arise, Elverson should communicate their concerns to the Avondale barracks, State Police headquarters, and elected officials to ensure the appropriate level of staffing at the Avondale Barracks and adequate response times. If response times are inadequate over an extended period of time, Elverson may need to investigate options, such as a cooperative effort with other municipalities for police coverage.

**4-17 Monitor fire and ambulance staffing levels, response times, and the number of calls within Elverson Borough to ensure that adequate protection is being provided.**

Understanding the number of fire and ambulance calls that Elverson residents and businesses place annually, and the response times provided, is a critical first step in ensuring that these services are adequately protecting the Borough's residents and businesses. Regular communication with emergency service providers can assist both the Borough and the providers in ensuring adequate service.

**4-18 Determine equitable funding for fire and ambulance services and budget appropriately on an annual basis.**

The Twin Valley Fire Department is a volunteer-driven organization. The ambulance service (Elverson Emergency Medical Services and Medic 93) is primarily staffed by paid professionals, but still supported by volunteers. Elverson Borough has worked with the other municipalities served by the Twin Valley Fire Department to annually establish a funding amount and determine the formula to divide costs (most recently based on property assessment value). The Borough should work with the municipalities served by the ambulance services to determine if a similar process can be established. Elverson should provide funding on an annual basis in proportion to the services its residents require to ensure the health and safety of residents. Pennsylvania law requires

that municipalities ensure that “fire and emergency medical services are provided within... including the appropriate financial and administrative assistance for those services” (1933, P.L.103, No.69, § 1553).

**4-19 Support local fire companies through publicizing the benefits and needs of volunteer fire and ambulance service.**

The Borough can use its existing public outreach methods to encourage its residents and businesses to support the local fire and ambulance service with volunteer service or financial support. Existing public outreach tools are low-cost methods by which Elverson can promote the benefits these organizations provide to the community and communicate the need to support them.

**4-20 Consider adoption of the local option for residential sprinklers as part of the local building code, and requirement of fire hydrants as part of public water line extensions or higher density development.**

Promoting the use of residential sprinklers can be done by requirement through an ordinance, or by providing incentives. West Whiteland Township has required automatic fire sprinkler systems to be installed in all new residential construction since 1989. Incentives can be directed to homeowners or developers. Placement of fire hydrants is another issue the Borough can influence. As any public water lines are extended, or when a higher density development is proposed along an existing water line, the Borough can make placement of hydrants a requirement to improve the efficiency and effectiveness of fire response.

## Libraries

**4-21 Determine equitable funding for the local libraries and budget appropriately on an annual basis, and publicize within the community the need to support local libraries with funding and time.**

Individual municipalities choose whether or not to provide funding to their local library. The Chester County Library System has a formula to determine what each municipality’s appropriate portion is, based on multiple factors, including population and use. However, the individual municipality chooses whether to contribute the recommended level of funding, or a higher or lower level. Elverson residents likely use several libraries, as no one library is significantly more convenient than the others. The Borough should investigate use of area libraries by residents, and open a line of communication with the libraries most used. Annual contributions as part of the annual budget process should be considered. The Borough should also use its public outreach tools to remind residents of the resources available at area libraries.

# Education

**4-22 Communicate on a regular basis with the Twin Valley School District regarding development plans that may impact student enrollment levels and use of school facilities for community and recreational purposes.**

Twin Valley Elementary Center opened its doors in 2005. As noted previously (Figure 4-C), the student population has been relatively stable over the past several years. Growth is projected to continue on a regional basis, and since even a single residential development can impact the school district, coordination on proposed and approved residential development plans remains important.

Regardless of student population numbers, communication regarding issues such as transportation and community use of Twin Valley Elementary Center is appropriate. Schools routinely fill a gap for community needs, such as before- and after-school child care or fields and courts for recreation leagues. An open dialogue between the Borough and the school district should be maintained through regular meetings to discuss issues of concern.

# Links

**Chester County Conservation District**

[www.chesco.org/conservation](http://www.chesco.org/conservation)

**Chester County Water Resource Authority**

[www.chesco.org/water](http://www.chesco.org/water)

**Elverson EMS**

[www.elversonems.org](http://www.elversonems.org)

**Elverson Borough**

[www.elversonboro.org](http://www.elversonboro.org)

**Elverson Water**

[www.elversonwater.com](http://www.elversonwater.com)

**Henrietta Hankin Branch Library**

[www.ccls.org/cwo/find\\_a\\_library/hh](http://www.ccls.org/cwo/find_a_library/hh)

**Honey Brook Library**

[www.ccls.org/cwo/find\\_a\\_library/honeyb](http://www.ccls.org/cwo/find_a_library/honeyb)

**Lanchester Landfill**

[www.chestercountyswa.org](http://www.chestercountyswa.org)

**Pennsylvania Fire and Emergency Services Institute**

[www.pfesi.org](http://www.pfesi.org)

**The Village Library**

[www.villagelibrary.org](http://www.villagelibrary.org)

**Twin Valley Fire Department**

[www.tvfd69.com](http://www.tvfd69.com)

**Twin Valley School District**

[www.tvsd.org](http://www.tvsd.org)