

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING

Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown

Monday, November 21, 2016 at 7:30 PM

In attendance were: Chair Carol De Wolf, Vice Chair Tom Haws, Police Commissioner Mike Di Domenico, Township Manager, Rob Pingar, Chief Brenda Bernot, Township Solicitor Patrick McKenna, Parks & Recreation Commissioner Deb Litman-Goch, and Planning Commissioner Russ Hatton. There were 10 guests present.

I. Pledge of Allegiance & Call to Order

Ms. De Wolf led the Pledge of Allegiance, and called the meeting to order at 7:34 PM. She asked if anyone was recording the meeting. There was no response.

II. Approval of Minutes (November 7, 2016 Regular Meeting)

Mr. Haws made a motion to approve the November 7, 2016 Board of Supervisors regular meeting minutes. Mr. Di Domenico seconded the motion.

The minutes were approved with a correction to the guest count.

III. Workshop Meeting Summary (November 21, 2016)

Ms. De Wolf stated that the Board held a brief Executive Session on personnel prior to the regular meeting. There were no questions regarding the workshop.

IV. Departmental Reports

A. Westtown East Goshen Police (WEGO) – Chief Brenda Bernot

Chief Bernot reminded residents that the police blotter is available on the WEGO website (www.westtownpolice.org). She said having an awareness of the events occurring in the area is a good way to protect yourself. At this time of year, package thefts pick up. She provided copies of the state police Community Awareness bulletin she received today. It would be posted on their website, and on the township website.

She invited the supervisors to attend the Citizens Police Academy graduation ceremony tomorrow night. Twenty-one area residents, including 8 from Westtown, participated in the 12-week course. She commended the participants for the commitment to their community.

There were 17 traffic complaints in the township, mostly speed related. The Chief encouraged residents to call with traffic concerns.

Mr. Haws asked about the recent accidents on 352 and 926. The Chief surmised the increase in accidents could be related to more drivers on the road and inattentiveness due to the holidays.

There were no other comments or questions.

B. Township Solicitor – Patrick McKenna

Mr. McKenna reported the solicitor's office has been assisting the township with the transition to the new third party building code enforcement officer, and handing use and occupancy permit for Heather Glen and Jefferson apartment complexes. He also stated the township just received the 2 lot subdivision application for Garden Circle, which is on the agenda tonight for Act 247 review.

He has been dealing with the Bauenschmidt fire to secure the property, satisfied several municipal liens, and has begun preliminary review of the Toll Crebilly application. He has also worked on the AME cemetery matter, and assisted Mr. Patriarca with several zoning interpretations relating to the Professional Office Complex (POC) district. Mr. McKenna stated that briefs have been filed for the appeal in the Money (electronic billboard) lawsuit. He estimated the township might have a decision in 8-10 months. Documents for the Giant land development have been executed.

Mr. Haws asked for a more detailed update on the AME cemetery. Mr. McKenna stated that he provided additional documents to Mr. Minaci's attorney, Jeff Raymeyer.

There were no questions or comments.

C. Parks & Recreation Commission (P&R) – Deb Litman-Goch

The Board noted Mrs. Litman-Goch's resignation from the commission to be accepted later on the agenda, and thanked her for her leadership.

Mrs. Litman-Goch stated that the last event of the year is the annual Winter Festival at Oakbourne Mansion on Sunday, December 4 from 10:00 am – 1:00 pm. It is a very kid friendly event, but there will also be several craft vendors, so people can do some holiday shopping.

The 2017 Spring Yard Sale is slated for Saturday, April 29, and the commission is also considering an Earth Day event on Saturday, April 22.

There was no comment.

D. Planning Commission (PC) – Russ Hatton

Mr. Hatton stated that Planning Commission met on November 16 at Stetson Middle School to hear a presentation by Toll Brothers on their land development application for Crebilly Farm. The meeting was very well attended. The next meeting will be December 15 at Stetson to discuss the planning aspect of the project. There will be a meeting sometime in January to discuss infrastructure, and probably a summary meeting in February to finalize recommendations. Mr. Haws stated that he heard from residents that the Toll meeting was handled very well, and thanked the PC for their professionalism.

The next regular meeting of the PC is December 7 for the final review of the Westtown Woods (Papenfuss) subdivision. Construction traffic on Jacqueline Drive is still an issue, as is a driveway easement off Robin's Nest Lane. The November 23 meeting is cancelled, and Mr. Hatton stated that it is likely the December 21 meeting will also be cancelled.

Mr. Hatton stated that the Comprehensive Plan Task force met last Thursday to review maps the consultants put together regarding natural resources. The next meeting of the Task Force is January 26. Ms. DeWolf asked about the timeline. Mr. Hatton stated that plan is on schedule.

There were no other questions or comments.

V. Public Comment Non Agenda Items

Ms. DeWolf asked Mr. Pingar to report on the Neighborhood University graduation. Mr. Pingar stated the West Chester Area Council of Governments holds a Neighborhood University for residents interested in learning about all aspects of municipal government. Westtown had 10 residents participate this year. He highly recommended the program and encouraged residents to attend.

Kelby Hershey of Cochranville and member of the WCU Student Veterans Group read from a law book governing maintenance of veterans' graves. Mr. McKenna stated that the township cannot take action under laws that apply to the county or state. Mr. Hershey asked if he could help set up a meeting with the county. Mr. McKenna encouraged Mr. Hershey to contact the county solicitor. Mr. Haws stated that the township did not receive support from the county or state representatives in previous meetings on the issue, and encouraged Mr. Hershey to pressure the county.

William Todd, 624 High Street, from the WCU veterans group expressed frustration over the legal technicalities. Ms. DeWolf stated that the Board is making this issue a priority. Mr. Pingar stated that the cemetery is on private property, which complicates the situation. Mr. Haws stated that, as the township solicitor indicated, the township is working towards a resolution with the property owner.

There was no other public comment.

VI. Old Business

A. Hawthorne Subdivision – Escrow Release #2

Mr. Haws made a motion to approve escrow release No. 2 in the amount of \$93,946.94 from the financial security escrow account for the Hawthorne Subdivision. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved.

VII. New Business

A. Parks & Recreation Commission Resignation

On November 4, Deborah Litman-Goch informed Township Manager Rob Pingar that she was resigning from the Parks & Recreation Commission for personal reasons. Her resignation is effective at year end. Mr. Di Domenico made a motion to accept the resignation. Mrs. DeWolf seconded the motion. Mr. Haws thanked Mrs. Litman-Goch for her work and dedication in steering the commission during her tenure as chair. Mr. Pingar echoed the praise of Mrs. Litman-Goch. There was no other public comment and the motion was approved.

B. Garden Circle 2-lot Land Development Application - Act 247 referral

This application proposes two single-family houses with shared drive on two existing 1/2 acre lots. Mr. Haws made a motion to forward the land development application the Township Planning Commission and the Chester County Planning Commission for Act 247 review. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved.

C. Authorization of Sale – 2001 F550 Truck

Township Director of Public Works, Mark Gross, placed a 2001 F550 dump truck with salt spreader and plow on Muncibid. The auction closed yesterday at \$23,433, over \$17,000 more than what the dealer had offered for trade in towards a replacement vehicle. Mr. Haws made a motion to authorize the sale of the truck to the winning bidder for \$23,433. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved. Mr. Haws commended Mr. Gross for using Muncibid to get the best value for the truck.

D. 2017 Westtown-East Goshen Regional Police (WEGO) Department Budget

Under the terms of the agreement between Westtown and East Goshen, the WEGO budget is to be approved by both Boards before the end of the calendar year. The total proposed 2017 budget, Version 7.1 dated November 3, 2016 is \$7,429,028.25. This is an increase of 3.73% over the 2016 budget. The increase is largely attributed to the 2% salary increase required by the

WEGO contract with the Police Association and other payroll expenses, and a 4% increase for health care benefits for active and retired officers.

The gross expenses for the two townships are \$6,164,105.25. Westtown's budget obligation is \$2,712,206.31 (44%), whereas East Goshen's obligation is \$3,451,898.94 (56%). Mr. Haws made a motion to approve the 2017 WEGO Regional Police Department budget in the amount of \$7,429,028.25. Mr. Di Domenico seconded the motion. Mr. Haws stated that the two townships should do a better job tracking the post-retirement medical and pension costs for next year's budget. There was no other comment and the motion was approved.

E. 2017 Westtown Township Proposed Budget – authorization to advertise

The 2017 township budget is scheduled to be adopted at the December 19 Board meeting. The township must publish a notice that the proposed budget is available for public inspection. The notice must appear once in a local newspaper at least 20 days before the final budget is adopted. Mr. Haws made a motion to advertise the proposed 2017 Westtown Township budget. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved.

VIII. Announcements

Ms. DeWolf made the following announcements:

1. Westtown's annual Winter Festival will be Sunday, December 4, from 10:00 am to 1:00 pm at Oakbourne Mansion. Enjoy holiday games, crafts, music, photobooth, and refreshments. Several craft vendors will also be offering their wares.
2. The Historical and Parks & Recreation Commissions have appointments expiring 12/31/16. Interested Westtown residents should send their resume and letter of interest to Township Manager, Rob Pingar.
3. The Board of Supervisors is seeking residents to be part of a committee to develop a plan for a Westtown Veterans Memorial. The memorial will include the Taylor Family Revolutionary War Memorial Markers and another monument in a formal setting to recognize all Westtown veterans of U.S. armed forces. The committee will consist of one member from the Historical Commission, Parks & Recreation Commission, and Friends of Oakbourne, and two township residents.

IX. Public Comment on All Topics

There was none.

X. Payment of Bills

Mr. Haws made a motion to the General Fund bills in the amount of \$60,411.12. The motion was seconded by Mr. Di Domenico. There was no public comment and the check register was approved.

XI. Adjournment

Mr. Haws made a motion to adjourn the meeting, seconded by Mr. Di Domenico. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Robert R. Pingar
Township Manager