

**WEST WHITELAND TOWNSHIP
PUBLIC SERVICES COMMISSION
ORGANIZATION MEETING MINUTES
January 8, 2020**

CALL TO ORDER:

The Public Services Commission (PSC) organization meeting was called to order at 6:30 p.m. Those present were as follows:

MEMBERS PRESENT

Elizabeth Alakszay
Brian Dakin
Kevin Doyle
Lee Ann Embrey
Janice Gottesfeld
Rob Hall
Kevin Moore
Joe Roscioli

TOWNSHIP STAFF

Pam Gural-Bear, Assistant Township Manager
Ed Culp, Assistant Director of Public Works
Rajesh Kumbhardare, Board of Supervisors Liaison

Mr. Dakin led the group with the recitation of the pledge of allegiance.

ORGANIZATION FOR 2020:

Mr. Moore made a motion, seconded by Mr. Roscioli, to appoint Brian Dakin as Chairman of the Public Services Commission. The motion was unanimously approved.

Mr. Roscioli made a motion, seconded by Mr. Hall, to appoint Elizabeth Alakszay as Vice Chairman of the Public Services Commission. The motion was unanimously approved.

Mr. Dakin made a motion, second by Ms. Alakszay, to appoint Kevin Moore as Secretary of the Public Services Commission. The motion was unanimously approved.

The 2020 Slate of Officers of the Public Services Commission is as follows:

Chairman	Brian Dakin
Vice Chairman	Elizabeth Alakszay
Secretary	Kevin Moore

ADJOURNMENT:

The organization meeting was adjourned at approximately 6:35 p.m.

**WEST WHITELAND TOWNSHIP
PUBLIC SERVICES COMMISSION
REGULAR MEETING MINUTES
January 8, 2020**

CALL TO ORDER:

The Public Services Commission (PSC) regular monthly meeting was called to order at 6:35 p.m.

PUBLIC COMMENT:

Three seniors from Henderson High School were present to observe the meeting as extra work for their AP Government class. Prior to adjourning, the gentlemen shared their highlights of the meeting that included learning about the purpose and goals of the PSC; how the development planning process is managed; and, the thought, planning, and discussions on infrastructure needs and other impacts prior to development approval.

MINUTES:

A motion was made by Mr. Hall, seconded by Mr. Doyle, to approve the minutes of the November 6, 2019 meeting. The motion was unanimously approved.

ANNOUNCEMENTS:

Ms. Gural-Bear introduced Mr. Rajesh Kumbhardare, newly sworn-in Chairman of the Board of Supervisors and Public Services Commission Board Liaison.

OPEN DISCUSSION:

1. 2020 Goals for the Public Services Commission

When the Public Services Commission was established in 2017, the purpose of the Commission was to provide recommendations, ideas and feedback to the Board of Supervisors and Township staff in the following areas:

1. Plan for and evaluate use of the parks, including the development of Exton Park, funding for improvements, planning for replacements and upgrades to park amenities, and ideas and feedback for programming in the parks;
2. Provide feedback on the Township's required public information initiatives to educate residents about stormwater management;
3. Participate in planning and provide feedback on the current and future bike and pedestrian network;
4. Share ideas and feedback for improving communication with residents;

5. Serve as needed as a traffic committee, providing public forum for resident concerns about current or future traffic impacts and potential solutions;
6. Provide feedback on business operations (rates, billing, quality of service) of the sanitary sewer system and residential trash and recycling collection; and,
7. Other initiatives as assigned or delegated by the Board of Supervisors.

The Commission serves as representatives of Township residents to provide input and guiding principles to the Board of Supervisors and Township administration. Mr. Dakin suggested adding the Council of Governments' renewable energy plan to the Commission's goals. The following ideas were also discussed:

- ✓ Signage i.e. 'Welcome to West Whiteland Township';
- ✓ Taking a proactive approach to traffic in light of current development;
- ✓ It was suggested that an overview of the Act 209 Transportation Capital Improvement Plan be presented to the PSC;
- ✓ Discuss ways the Commission members can be an ambassador to their community;
- ✓ How are these goals achieved or executed? Commission members were encouraged to provide feedback, share concerns and ideas at the monthly meeting or between meetings to the PSC Chairman or Township Staff;
- ✓ It was suggested that a paragraph be added to the end of the minutes that sums up the PSC's points/feedback/ideas so that the comments can move forward to the appropriate Commission and/or staff. Mr. Kumbhardare will report the PSC meeting highpoints at the Board of Supervisors meeting monthly;
- ✓ Mr. Kumbhardare offered to provide information to the PSC regarding the Planning Commission meetings. At last night's Planning Commission meeting, two proposed sketches, one commercial and one residential, were reviewed for a parcel that abuts Boot Road Park North. The commercial sketch plan complies with zoning regulations and shows the existing driveway from southbound Pottstown Pike as access to the site. The residential sketch plan incorporated two additional lots to the north and showed thirty-seven townhouses. The plan proposed an additional access to Boot Road through the Park. Both plans were reviewed by Township Staff;
- ✓ Mass transit or interfaces to it; and,
- ✓ Promoting Exton.

2. Township Website Proposed Plan

Ms. Gural-Bear mentioned that the website maintenance contract provides for a website refresh. A questionnaire was distributed, and structural and content feedback will be discussed at the February meeting. The new website will be rolled out the end of May.

3. Update on Exton Park Swedesford Recreation Area

Mr. Culp reported that ground breaking for Exton Park Swedesford Recreation Area is planned for the Spring. Any feedback regarding the natural-setting park amenities can be forwarded to Mr. Culp. Ms. Alakszay suggested looking at the Keva Flats park area.

The Friends of Exton Park are investigating various fund-raising initiatives i.e. memorial benches.

4. Public Works Department Updates

The Public Works Department is working on the following projects:

- The SCADA system at the pumping stations is in place;
- Replacing street name signs;
- 2020 initiatives include:
 - Stormwater/drainage improvements on Oriole Drive, Quail Run Road, and Dunsinane Drive
 - Cut back and widening the Exton Park trail
 - Boot Road Park Pavilion
 - Hiring a Public Works Coordinator

At the February or March meeting, the PSC will review a Master Presentation that provides an overview of the Township's main services and initiatives, as well as, the relationship with other organizations such as PennDOT, the County, and fire/ambulance services. The PowerPoint presentation will be uploaded to the website and will be available at future open houses.

Ms. Gottesfeld, who is also a member of the Friends of the Parks, announced that the Egg Hunt is scheduled for April 4th. If anyone is interested in helping at any Friends of the Parks events or being a sponsor of the Summer concert series, please contact Janice.

ADJOURNMENT:

Ms. Alakszay made a motion, seconded by Ms. Gottesfeld, to adjourn the meeting; the meeting adjourned at approximately 7:55 p.m.

Respectfully Submitted,


Kevin Moore, Secretary