



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the First March Meeting

March 11, 2020

1. Call to Order

Chairman Rajesh Kumbhardare called to order the first March business meeting at 6:30 p.m. Those present besides Mr. Kumbhardare were as follows:

Theresa Santalucia	-	Vice-Chairman
Joshua Anderson	-	Member
Mimi Gleason	-	Township Manager
Pam Gural-Bear	-	Assistant Township Manager
John Weller	-	Director of Planning and Zoning
Beth Jones	-	Finance Director
Ted Otteni	-	Public Works Director
Mark Moses	-	Codes Director
Matt Herkner	-	Police Captain
Vince Pompo	-	Solicitor

ANNOUNCEMENTS:

The Board met in executive session on March 6 to discuss personnel matters and prior to tonight's meeting to discuss matters of personnel and litigation.

Mr. Kumbhardare announced residents wishing to speak during Public Comment will be allowed 5 minutes each. Non-residents may speak regarding pipeline matters, but other topics will not be entertained at this time by non-residents.

PUBLIC COMMENT:

Resident Virginia Kerslake asked about trucks crossing the bridge on Locust Lane. Mr. Otteni responded that trucks were not allowed on Valley Road as it is load restricted, but they are permitted on Locust Lane, where a new culvert was just installed. Ms. Kerslake further questioned the recent Noise Ordinance waiver granted to Sunoco. Ms. Gleason and Mr. Kumbhardare explained the process the Township followed in contacting those who would be affected by the noise. They further advised that the waiver will decrease the duration of the work to be done, and this was desired by adjacent property and business owners. Ms. Kerslake requested more communication with residents with future noise waiver requests. Ms. Gleason said when noise made outside of the hours allowed by ordinance can be heard by residents, they will be consulted. If it is determined that residents can hear the noise, the waiver will be withdrawn. Valve stations and their locations within the Township also were briefly discussed.

Appointment of MaryFrances McGarrity to Planning Commission

Ms. Santalucia made a motion, seconded by Mr. Anderson, to appoint MaryFrances McGarrity to a position on the Planning Commission effective immediately. The motion was unanimously approved.

CONSENT AGENDA:

Staff answered Board members' questions regarding the Accounts Payable Warrant Report.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve the Consent Agenda consisting of the following:

- Accounts Payable Warrant Report dated March 11, 2020
- Resolution 2020-17 Disposition of Media

The motion was unanimously approved.

BUSINESS:

1. Approval of February 26, 2020 Minutes

Ms. Gleason explained that the Conditional Use portion of the Minutes are always brief because Notes of Testimony are taken by a Court Reporter. Mr. Pompo noted an amendment to the Minutes regarding the name of the Court Reporter.

Mr. Anderson made a motion, seconded by Mr. Kumbhardare, to approve the February 26, 2020 Minutes as amended. The motion was approved 2-0. (Santalucia abstained)

2. Discussion of Debt Issuance with PFM

Ms. Jones introduced Chris Bamber, the Township's financial advisor with PFM. With the Township planning for a new Public Works facility, Mr. Bamber presented options for financing a portion of this capital project. He provided the Board members with an overview of the Township's existing debt, explained the process and timeline for issuing bonds, and shared an analysis of the bond market. His presentation is part of the meeting packet materials and can be found on the Township's website.

A bond issue is only one option being considered. Staff is in the process of evaluating other funding options including use of Township cash reserves, bank loan, and/or a combination thereof. Funding needs up to \$7 million for all near-term projects are being analyzed, including the Public Works facility, Exton Park development, and possible sidewalks and trails designated in the Township's Bicycle and Pedestrian Plan.

Mr. Bamber's presentation also covered refinancing of the Township's existing debt which, if done in conjunction with borrowing new money, would save fixed costs associated with each.

Mr. Bamber also reviewed the state and federal rules that must be followed including that 85% of the bonds must be spent within 3 years, and at least 5% within 6 months.

Mr. Bamber then reviewed the timeline for next steps should the Board decide to move forward with new funding. Should authorization to proceed be given in April, the documents would be prepared in April/May; a Parameters Ordinance adopted in May/June; locking in interest rate in June/July; and settlement 30 days later. Mr. Bamber stressed that no decision was needed tonight, but merely a presentation of options and information.

Ms. Gleason said Staff will give a presentation on the Public Works facility and revisit the Capital Plan at the next Board meeting. Additionally, more information on the utilization of cash reserves vs. borrowing will be presented. She estimated that if the Township receives the RACP Grant applied for, approximately \$4 million will be needed in borrowing. If not, \$5 million could be needed, with additional analysis needed as to whether any of that may be able to come from cash reserves. Additionally, funding for Exton Park development and/or Bicycle and Pedestrian Plan projects would depend on how quickly the Board wishes to move forward with these projects. Because the cost of borrowing is high, it makes sense to consider other projects the Board may wish to complete in the coming years.

Seth Davis, resident of Metro Court asked if the public will be able to provide input prior to the issuance of bonds and what the impact could be on tax rates. Mr. Kumbhardare said the public can provide input at the Board's public meetings and added that the goal is to not raise taxes.

3. Acceptance of Energy Transition Plan

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to accept the West Chester Area 100% Renewable Energy Transition Study prepared by Cadmus. Mr. Kumbhardare called for public comment and there were none. The motion was unanimously approved.

Ms. Gleason said WCACOG will proceed with issuing a Request for Proposals (RFP) for a power purchase agreement for solar energy, and a spreadsheet with a summary of strategies and implementation/education was provided in the meeting materials. Volunteers from the Sierra Club will attend a future meeting of the Board, potentially April 22, to answer questions from the Supervisors and the public.

4. Authorization to Advertise Town Center Zoning Ordinance Amendment

Mr. Weller reviewed his Memorandum dated March 6, 2020. The proposed amendment establishes conference facilities as an accessory use to hotels, revises some of the setback requirements, and establishes a master plan requirement for tracts of 10 acres or more. Mr. Weller said the proposed amendment was reviewed by the Township Solicitor and found to be satisfactory. He added that with the changing retail environment, the amendment will help ensure that redevelopment plans are well thought out with a degree of public input as well.

Attorney Joseph Brian and Dan Herman, Senior Vice-President of Development for PREIT 2005 Market Street, were in attendance on behalf of PREIT (Exton Square Mall). Mr. Brian said

he and Mr. Herman have a meeting scheduled with Staff on March 19 to discuss possible options for redevelopment of the Mall and urged the Board members to wait until after that meeting before authorizing advertisement of the proposed amendment. Mr. Pompo responded that there will not only be opportunities for private conversation, but public as well through the public hearing process. Ms. Gleason further clarified that authorization to advertise was in no way committing the Board to adopt the amendment but was just the beginning of a public process to consider whether or not to adopt. She noted that the Township continues to be willing to talk to PREIT, and to other potentially affected properties such as Whiteland Towne Center, whose owner is considering adding pad sites.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to direct Staff to advertise and initiate the process to adopt the amendments to Articles II and IV of the West Whiteland Township Zoning Ordinance attached to the memorandum dated March 6, 2020 from the Director of Planning and Zoning. The motion was approved 2-1 (Santalucia opposed).

5. Authorization to Advertise Residential Fire Sprinkler Ordinance Amendment

The Board had no new questions of Mr. Moses as they were all answered at the previous meeting.

Mr. Kumbhardare made a motion, seconded by Mr. Anderson, to authorize advertisement of the ordinance amending the West Whiteland Township Building Code for residential fire sprinkler administration and enforcement in one- and two-family dwellings, allowing homeowners to deactivate sprinkler systems meeting a specific criterion. The motion was unanimously approved.

6. Authorization to Advertise Traffic Signal Maintenance Contract

Mr. Otteni reviewed his Memorandum dated March 2, 2020.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to authorize advertisement of the Traffic Signal Maintenance Contract and placement on PennBid. The motion was unanimously approved.

7. Authorization for Temporary Road Closure – Sweet Briar Road

Mr. Moses reviewed his Memorandum dated March 4, 2020.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to grant authorization to B&J Excavating to close Sweet Briar Road between Twin Oaks Lane and Kirkland Avenue on March 12th and 13th from 7:00 a.m. to 5:00 p.m. each day for installation of sanitary sewer mains and manholes. The motion was unanimously approved.

8. Township Commission Updates from Board Liaisons

Mr. Anderson reported that the Historical Commission was given the Development by

Design presentation and an overview of the land development process. The Commission members found it helpful and complemented Staff on a job well done.

Mr. Kumbhardare advised that the Planning Commission had a very productive meeting regarding Development by Design with members of the public in attendance. He noted that the residents expressed a lot of the same likes and dislikes for the Town Center District as Planning Commission members. It was suggested at the Public Services Commission meeting that a sign be erected at the Boot Road Park North construction site to indicate that a Park is coming soon.

Ms. Santalucia reported on the West Chester Area Council of Governments (WCACOG) meeting, noting that members reviewed the Cadmus energy transition study and discussed issuing the request for proposals for the power purchase agreement.

9. Staff Updates

Mr. Otteni advised that a preconstruction meeting was held for the path from the Chester Valley Trail to the Exton Train Station. Construction will begin before the next Board meeting. Mr. Otteni further reported that PennDOT is currently performing spot milling work on Whitford Road.

Ms. Gural-Bear announced that the Township is the recipient of a Sunshade Grant for up to \$8,0000 to construct sunshades over the dugouts at Boot Road Park. Ms. Gural-Bear thanked Brian Dakin for his hard work in securing the grant.

Ms. Gleason said staff has been working on building on the success of the 2019 open houses in an effort to reach additional residents who are willing and able to spend time on in-depth interactions. The goal is to build a deeper knowledge base in the community about local government so those people in turn can provide better input in future years. While the Township will continue broad-based print and digital communications to inform the community at large about projects and services, there is money in the budget to hire a public relations/communication consultant who will share expertise and supplement staff resources in developing a strategy and honing messages for this more targeted audience. Board members were in agreement.

ADJOURNMENT

The meeting adjourned at approximately 8:45 p.m.

Respectfully submitted,



Mimi Gleason
Recording Secretary