



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the second March Meeting

March 26, 2025

1. Call to Order

Rajesh Kumbhardare called to order the second March Business meeting at 6:37 p.m. The meeting was a hybrid with participants attending both in person and via Zoom.

Those in attendance in addition to Mr. Kumbhardare were:

Brian Dunn, Vice-Chairman
Jo Ann Kelton, Supervisor
Pam Gural-Bear, Township Manager
Lee Benson, Police Chief
John Weller, Planning Director
Ed Culp, Public Works Operations Manager
Alex Baumler, Solicitor
Pat Layman, Minutes

ANNOUNCEMENTS:

The Board of Supervisors met prior to tonight's meeting to discuss matters of personnel and litigation.

The annual Egg Hunt is scheduled for Saturday, April 12th promptly at 10:00 a.m. at Boot Road Park.

Composting Workshop – Thursday, April 17th at 6:00 p.m. at the Township Building. Registration is \$15. See the Township website for more information.

PRESENTATION:

The Board of Supervisors presented Jeff Glisson with a plaque for his assistance in the design and construction of the Township's new Public Works facility. Mr. Glisson's consulting expertise was instrumental in the project being completed on time and on budget. Thank you, Jeff!

PUBLIC COMMENT:

None.

PLANS:

1. Valley Creek Homes, LLC – Final land development plan

John Weller described the proposed project to construct an age-restricted residential community on a mostly vacant tract of 100+ acres located along the north side of Swedesford Rd. between Malvern Hunt in East Whiteland Township and Exton Park. Several Valley Creek tributaries cross the site, a Williams/Transco pipeline easement crosses the north end of the tract, and FEMA has identified a 100-year floodplain on site. Nine vacant single-family homes along Swedesford Rd. will be demolished, but the historic Pickwick Mansion will be retained and sold as a separate lot. The development proposes 317 dwelling units, a community center with swimming pool, an internal road system, and 16+ acres of permanent open space. The community will be served by public water and public sanitary sewerage. Principal access to the site will be from Swedesford Rd. with a secondary emergency access provided from Church Farm Lane along the western side of the property.

Mr. Weller advised that the plan complies with all Zoning regulations and exceeds the required open space by 2+ acres (14.4 acres is required for the net increase in dwelling units; 16.23 acres is provided). The project received Conditional Use approval on July 24, 2024, with thirteen conditions outlined in Mr. Weller's March 21, 2025, Memorandum. Staff has determined that all conditions have been met or are suitable conditions of final plan approval.

The Historical Commission reviewed the land development plan on August 12, 2024, and passed a unanimous motion recommending approval. The Planning Commission reviewed the land development plan on August 20 and December 3, 2024, and passed a motion recommending approval.

In attendance on behalf of the Applicant were attorney Alyson Zarro of Riley, Riper, Hollin & Colagreco; Kevin McLaughlin and Brian Luse from the McKee Group; project engineer Jack Robinson; and traffic engineer Matt Hammond. Ms. Zarro said the Applicant will comply with any remaining consultant concerns, adding that permission to conduct work within the easement areas has been received from Williams and Sunoco, and is coming from Buckeye.

Ms. Kelton asked about the proposed 15 rain gardens, noting that they can often fail from neglect. Mr. Robinson responded that the rain gardens are all located within open space areas and will be maintained by the HOA. In addition, he noted that the Landscaping plan, which will be recorded, spells out maintenance for these areas. Mr. Weller added that proposed condition of approval #25 requires the Applicant to enter into a Stormwater Management Facilities Agreement (SWMFA) that will assure maintenance over time. Ms. Zarro said the SWMFA will also be incorporated into the HOA documents. Ms. Kelton advised that a neighboring resident had expressed a preference for a berm to hide the realignment of Church Farm Lane. Mr. Luse said the Applicant has no objection to this, but because this berm would be on Township-owned property, it was left as a construction field adjustment. Mr. Weller noted that proposed condition of approval #15 addresses this issue and requires that any adjustments must be deemed satisfactory by the Township.

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Mr. Dunn made a motion, seconded by Ms. Kelton, to approve the land development plan entitled "The Valley Creek Active Adult Community," a 155-sheet plan set prepared by JMR Engineering, LLC, dated July 23, 2024, and most recently revised on February 24, 2025 (the "Plan"), with the twenty-seven following waivers and conditions:

1. The Plan is approved as a Final Plan, pursuant to §281-10.D of the West Whiteland Township Subdivision and Land Development Ordinance ("S/LDO").
2. Waiver of §270-15.T(2)(a), (b), and (c) of the Stormwater Management Ordinance ("SMO") to allow encroachments (the placement of fill) in riparian buffer area zones 1, 2, and 3, pursuant to comment #1 of the review from Spotts, Stevens and McCoy ("SSM") dated March 17, 2025.
3. Waiver of §270-20.A of the SMO such that infiltration of stormwater need not be provided for, pursuant to comment #2 of the SSM review dated March 17, 2025.
4. Waiver of §270-29.A(4)(a) of the SMO to allow certain stormwater basins to have top of-berm widths of less than the otherwise required minimum, pursuant to comment #3 of the SSM review dated March 17, 2025.
5. Waiver of §270-29.A(4)(c) of the SMO such that anti-seep collars are not required in stormwater facilities where impermeable liners are used, pursuant to comment #4 of the SSM review dated March 17, 2025.
6. Waiver of §270-29.D(1) of the SMO to allow certain swales to be designed to accommodate less than the 100-year storm event with twelve inches of freeboard, pursuant to comment #5 of the SSM review dated March 17, 2025.
7. Waiver of §270-29.D(2) of the SMO such that certain swales may be within an easement narrower than the otherwise required minimum width of twenty feet, pursuant to comment #6 of the SSM review dated March November 20, 2024.
8. Waiver of §270-29.E(1) of the SMO such that storm sewer inlets and pipes may be placed under the curb at the location of Inlet #173, pursuant to comment #13 of the SSM review dated March 17, 2025.
9. Waiver of §281-16.A(1) of the S/LDO to accept the Lot Consolidation Plan (Sheet 2) drawn at a scale of one-inch equals not more than 200 feet, pursuant to comment #7 of the SSM review dated March 17, 2025.
10. Waiver of §281-26.B(1) of the S/LDO to allow local streets within the townhouse portion of the community to have centerline curve radii of less than 150 feet, pursuant to comment #6 of the Bowman review dated March 18, 2025.
11. Waiver of §281-35.D of the S/LDO to allow the landscaped screening buffer to be not less than 25 feet wide around the Pickwick House, pursuant to comment #2a of the Theurkauf Design & Planning ("Theurkauf") review dated March 10, 2025.

12. Waiver of §281-35.E of the S/LDO such that no perimeter buffer landscaping need be provided adjacent to the Township-owned property at the northwest corner of the tract (tax parcel no. 41-3-8.3), pursuant to comment #2b of the Theurkauf review dated March 10, 2025.
13. Waiver of §281-44.A(1) of the S/LDO to allow the driveways for Lots 169, 170, and 187 to be closer than twenty feet from the tangent point of the curve radius of a curb as shown on the Plan, pursuant to comment #11 of the SSM review dated March 17, 2025.
14. Waiver of §281-44.B of the S/LDO to allow driveway grades of not more than 15% and to allow the portion of driveways within street rights-of-way to have grades exceeding 4% in the interest of allowing consistent sidewalk grades, pursuant to comment #12 of the SSM review dated March 17, 2025.
15. Pursuant to condition 8 of the D&O, the Township acknowledges that site conditions may require adjustment(s) to the alignment of the new portion of Church Farm La. Such adjustments shall preserve the critical elements of the design, including the width of the cartway as shown on the Plan, which is narrower than typically required. Any such adjustments shall be deemed satisfactory by Township staff as advised by the Township engineer prior to construction.
16. Pursuant to condition 11 of the D&O, the Applicant shall be responsible for the final design and construction of the new portion of Church Farm La. Since this improvement will be entirely on Township property, dedication of an easement may not be necessary, but the Township shall assume ownership and maintenance responsibilities of the new 2 cartway at project close-out, upon confirmation that the cartway has been constructed as shown and is satisfactory to the Township.
17. Pursuant to condition 12 of the D&O and comment #5 of the Bowman review dated March 18, 2025, a traffic impact fee of \$142,002.00 shall be paid to the Township prior to the issuance of any Building Permit for this project.
18. The Applicant shall provide the Township with a Letter of Adequacy from the Chester County Conservation District regarding the plan for erosion and sedimentation control prior to recording the Plan, pursuant to comment #21 of the SSM review dated March 17, 2025.
19. The Applicant shall provide the Township with a copy of their NPDES Permit prior to recording the Plan, pursuant to comment #22 of the SSM review dated March 17, 2025.
20. The design of the proposed pump station for the sanitary sewer system shall be satisfactory to the Township, as advised by the Township's consulting wastewater engineer, prior to posting of financial security and recording of the Plan.
21. All remaining consultant and Staff concerns shall be resolved to the satisfaction of the Township.

22. The Applicant shall secure all necessary permits from outside agencies prior to commencing work for which such a permit is needed. Such agencies include, but are not limited to: AquaPA, the Chester County Conservation District, the Pennsylvania Departments of Environmental Protection and Transportation, and the owners of the pipeline easements traversing the tract.
23. Construction-related traffic shall access the site via the main access from Swedesford Rd. The use of Church Farm La. and Old Valley Rd. shall be limited to those aspects where those roads are uniquely suited to provide access for specific infrastructure.
24. At such time that the Applicant ceases to constitute a majority of the Homeowners' Association, the Applicant, the resident members of the HOA Board, and Township staff shall meet to review the responsibilities of the HOA and how they will be addressed as the Applicant's representation diminishes.
25. Execution and recording of the Township's Stormwater Facilities Maintenance Agreement and Landscaping Restrictive Covenant, pursuant to Township practice. If the Applicant makes no material revisions or additions to the standard form of the said documents, then the Township Manager should be authorized to sign these forms on behalf of the Township.
26. Execution of a Developer Agreement and a Financial Security Agreement pursuant to Township practice. The amount of such security shall be based upon construction cost estimates for the site improvements, including landscaping, to be provided by the Applicant, which shall be reviewed and deemed sufficient by SSM and Theurkauf. If the Applicant makes no material revisions or additions to the standard form of the said agreements, then the Township Manager should be authorized to sign these forms on behalf of the Township.
27. Payment of all outstanding Township invoices within 45 days of the date of Final Plan approval by the Board.

Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

CONSENT AGENDA:

2. Approval of March 12, 2025, Minutes

Ms. Kelton made a motion, seconded by Mr. Dunn, to approve the March 12, 2025, Minutes as presented. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

BUSINESS:

3. Approval of Police Personnel Policy: Selection and Hiring Policy

In an effort to attract more applicants to the hiring process, changes proposed to the Hiring Policy include the creation of a Hiring Committee and, following the State's lead, removal of the requirement to have completed 60 college credits. Applicants must still have successfully completed Act 120 Police Academy education, which is a college-level course, and depending on the institution, can provide up to 30 college credits. Additionally, the policy proposes to accept the comparable physical agility results from a department conducted within the prior 90 days before West Whiteland's scheduled test. Chief Benson explained that often several departments will schedule their physical agility tests on the same day, forcing applicants to choose between municipalities for application submission.

Mr. Dunn made a motion, seconded by Ms. Kelton, to approve the following policy for inclusion in the West Whiteland Township Police Department Policy and Procedure Manual: 1.5.2 Selection and Hiring. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

4. Approval of the Fire Services Agreement between West Whiteland Township and the West Whiteland Fire Company

Ms. Gural-Bear advised that the Services Agreement memorializes the scope of fire services provided, funding arrangements, and other standard operating guidelines between the Township and West Whiteland Fire Company.

Mr. Dunn made a motion, seconded by Ms. Kelton, to approve the Fire Services Agreement between West Whiteland Township and the West Whiteland Fire Company. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

5. Resolution 2025-15 Recognizing and Designating Good Fellowship Ambulance as the Primary Provider of Emergency Medical Services for West Whiteland Township

Ms. Gural-Bear advised that the proposed Resolution would designate Good Fellowship Ambulance as the Township's primary provider for EMS effective June 1, 2025. She then introduced Charles Brogan, Executive Director and EMS Chief of Good Fellowship Ambulance. Mr. Brogan said the funding crisis is not unique to West Whiteland but is being experienced at all communities. He applauded the Supervisors for recognizing the efficiencies of a larger regional system. Mr. Brogan said there will be two locations within the Township, and beginning June 1, there will be an ambulance in the Township at all times and not dispatched from West Chester. The Ambulance will be housed from a location within the Township beginning on June 1, 2025. The location(s) is being finalized currently. Ms. Gural-Bear said more information will be provided to the public addressing questions and concerns.

Mr. Dunn made a motion, seconded by Ms. Kelton, to approve Resolution 2025-15 recognizing and designating Good Fellowship Ambulance as the primary provider of emergency

medical services for West Whiteland Township effective June 1, 2025. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

6. Authorization to Execute Commitment in Chester County Household Hazardous Waste Program 2025-2027

Ms. Gural-Bear explained that the Township enters into such an agreement every three years, and the funds for same have been budgeted.

Ms. Kelton made a motion, seconded by Mr. Dunn, to authorize the Township Manager and the Finance Director to execute the commitment form for participation in the Chester County Solid Waste Authority's Household Hazardous Waste Program. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

7. Authorization for Use of Sound Amplification and Before House Use for Special Events at Township Parks

a. Grove Road Church Service in Boot Road Park

Mr. Culp advised that Grove Road Church has requested to conduct their annual Easter service beginning at 6:30 a.m. in Boot Road Park. Mr. Culp noted that this event has been held in previous years with no issues or complaints.

Ms. Kelton made a motion, seconded by Mr. Dunn, to authorize the use of sound amplification as well as the use of the park prior to sunrise in the Boot Road Park for church services on April 10, 2025. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

b. Spring Festival in Exton Park

Asha Jyothi is a volunteer non-profit organization designed to serve the needs of the underprivileged by providing access to education and healthcare. They have requested the use of sound amplification to play music for their Spring Festival at Exton Park.

Ms. Kelton made a motion, seconded by Mr. Dunn, to authorize the use of sound amplification in Exton Park for a Spring Festival on May 10, 2025, from 11:00 a.m. to 6:00 p.m. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

8. Authorization for Temporary Road Closure for School Event

Exton Elementary has requested the closure of Bartlett Ave. for a school event. West Whiteland Police Officers will assist, and all required forms and proof of insurance have been submitted and found satisfactory.

Ms. Kelton made a motion, seconded by Mr. Dunn, to authorize the closing of Bartlett Ave. between Hendricks Ave. and New St. in both directions on Thursday, April 3, 2025, from 9:30 a.m. to 10:30 a.m. with a rain date of April 11, 2025. Mr. Kumbhardare called for public comment,

and there were none. The motion was unanimously approved.

9. Authorization to Advertise Bids for Custodial Services

Mr. Culp advised that the current custodial services contract for the Township building is ending. Staff is seeking permission to solicit bids for the Township building with an option for the Public Works garage once a week.

Mr. Dunn made a motion, seconded by Ms. Kelton, to authorize the advertisement for the solicitation of bids for custodial services at the Township Building located at 101 Commerce Drive, Exton, PA 19341 and the Public Works Garage located at 121 Valley Creek Blvd., Exton, PA 19341. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

10. Authorization to Advertise the Sale of a Vehicle

Ms. Kelton made a motion, seconded by Mr. Dunn, to authorize the advertisement and sale on Municibid Electronic Auction of the following equipment: 2017 Ford Taurus, VIN ...126323 – Police - Condition – Good – Value \$5,000. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

11. Resolution 2025-16 Department of Conservation and Natural Resources (DCNR) Grant

Ms. Gural-Bear explained that the proposed Resolution is part of the Grant application that Staff is preparing for funding for construction of the Exton Park trail along Swedesford Rd. that will connect to the Chester Valley Trail. The trail is approximately one mile in length with an estimated cost of approximately \$1 Million. The grant is a 50-50 match for which the \$500,000 required of the Township has already been planned in the Capital Improvements plan and will come from the Public Services Fund if the Township is successful in securing the grant.

Mr. Dunn made a motion, seconded by Ms. Kelton, to approve Resolution 2025-16 authorizing the Township Manager to execute the DCNR Community Conservation Partnerships Program Grant Application for the next phase of improvements at Exton Park. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

12. Approval of Township Payment Report for March 26, 2025

Staff answered questions from the Board.

Ms. Kelton made a motion, seconded by Mr. Dunn, to approve the Township Payment Report for March 26, 2025. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

13. Discussion of Leadership, Growth and Development

Mr. Kumbhardare recommended that the Township purchase the book "The Five Dysfunctions of a Team" for the Department Heads to read and discuss. He said the book provides management training on how teams work, identifies dysfunctions of teams, and provides tools for overcoming same. Ms. Gural-Bear said the book would be a good complement to the Penn State Leadership course that Department Heads are currently taking. In addition, Chief Benson recommended the book "Take Us to the Top: The 25 Steps to Leadership and Organization Success". Management training can make organizations more effective and efficient.

14. Township Commission Updates from Board Liaisons

Ms. Kelton reported that COG members (West Chester Area Council of Governments) were interested in learning more about West Whiteland's analysis of EMS and ambulance providers and its decision to designate a primary provider. The Chester County 250 celebration was also discussed; particularly whether each municipality should plan its own event or perhaps all participate in West Chester's parade. Ms. Kelton will discuss options with the Historical Commission.

Mr. Kumbhardare advised that the Planning Commission conducted its first review of the Exton Mall Master Plan. He said the meeting was well run with everyone being provided an opportunity to express their opinions and concerns. He added that it was made clear to the Applicant by both residents and Commission members what the Township is looking for in this project.

15. Staff Updates

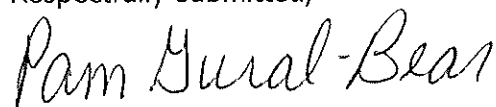
Mr. Culp reported a new sinkhole on Clover Mill Road. Barricades were put in place and a small crack in the stormwater pipe was filled. The road should reopen this weekend. The Quarry is looking into the matter and may reimburse the Township for the repairs.

Chief Benson thanked everyone who came out for the Drone demonstration, despite the windy conditions. The Drone has great capabilities, and Chief Benson hopes to build on the program.

ADJOURNMENT

The meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,



Pam Gural-Bear
Recording Secretary