



## WEST WHITELAND TOWNSHIP BOARD OF SUPERVISORS

### BUSINESS MEETING

Minutes of the First September Meeting

September 9, 2020

#### 1. Call to Order

Chairman Rajesh Kumbhardare called to order the first September business meeting at 6:35 p.m. He reviewed the procedure and guidelines for the meeting being held via Zoom due to COVID-19 pandemic. The agenda and meeting packet are on the Township's website. Mr. Kumbhardare then reviewed the guidelines for the meeting which included the following:

- We ask you to mute your device when you are not speaking to improve the sound quality for everyone else.
- There will be opportunities for public comment at the beginning of the meeting for general concerns. A 30-minute time frame will be allowed for all public comment. Residents are encouraged to e-mail with any questions not answered.
  - If you have a question or comment, please click the "raise your hand" feature in Zoom, which is available under the "more" menu on the participant tab.
  - If you have dialed in to this meeting by phone, you can press \*9 to raise your hand to speak. When you are called upon, press \*6 to unmute your phone, state your name and address and make your brief comment. Please remember to mute your phone by pressing \*6 after your comment.
  - Please wait until you are recognized before speaking.
  - Speakers are asked to provide their name and address and limit their comments to 3 minutes.
  - Preference will be given to Township residents, and all speakers are asked to keep a respectful tone.

Those in attendance in addition to Mr. Kumbhardare were:

Theresa Santalucia, Vice-Chairman  
Joshua Anderson, Supervisor  
Vince Pompo, Solicitor  
Mimi Gleason, Township Manager  
Pam Gural-Bear, Assistant Township Manager  
Beth Jones, Finance Director  
Lee Benson – Police Chief  
Ted Otteni – Public Works Director  
John Weller – Director of Planning & Zoning  
Mark Moses – Code Administration Officer  
Pat Layman – Minutes

#### **ANNOUNCEMENTS:**

The Board met in executive session prior to tonight's meeting to discuss matters of public safety.

**Recognition of the Albert P. Greenleaf "Outstanding Volunteer" award – Glenn Marshall**

The Board of Supervisors recognized Glenn Marshall for his many years of service and dedication to the Township government and the community. Glenn began serving as a Supervisor in 1991, and over the years has served on the Pension Advisory Board, Vacancy Board, Board of Auditors and Planning Commission in addition to numerous ad hoc Township committees and other civic and professional organizations. Thank you for three decades of volunteer service to West Whiteland.

**Recognition of the Emergency Management Coordinator – Bud Turner**

The Board of Supervisors recognized Bud Turner for his exceptional service as Emergency Management Coordinator this year. Bud agreed to serve as the Emergency Management Coordinator back in February, before the COVID pandemic. As Emergency Management Coordinator, Bud oversees the planning, assessment, and implementation of programs to protect the residents and resources of the Township. He has worked hard to ensure the distribution of personal protective equipment to police officers and other Township staff, as well as to the fire company and other first responders. The time commitment for this position has been greater than usual this year, and the Township is grateful to Bud for his continued dedication to the West Whiteland community as both volunteer Emergency Management Coordinator and West Whiteland Fire Company engineer.

**PUBLIC COMMENT:**

None

**CONSENT AGENDA:**

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

- Minutes of August 26, 2020
- Accounts Payable Warrant Report
- Resolution 2020-39 Disposition of Media

Mr. Kumbhardare called for public comment, and there were none. A roll call vote was taken, and the motion was unanimously approved.

**BUSINESS:**

**1. Award of Trash Bag Bid**

Ms. Jones explained that while the bid received from All American Poly was slightly lower than that of Central Poly, the sample they provided did not meet the specifications required.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to award the contract to purchase 600,000 trash bags to Central Poly in the amount of \$59,700, to be purchased and paid for in increments, and to authorize the Township Manager to execute a service agreement with

Central Poly. Mr. Kumbhardare called for public comment, and there were none. A roll call vote was taken, and the motion was unanimously approved.

## **2. Award of Hauler(s) Bid**

Ms. Jones reviewed the Purchasing Agent's Memorandum dated September 9, 2020. With changes in the recycling market, various options were bid. Under the current contract, the hauler owns the recycling materials. Under the recommended bid award, the Township will own the recycled material and will enter into an Intermunicipal Agreement with the County for disposition of the recycling materials. This will save an estimated \$150,000 per year versus the alternative of the hauler continuing to own the recycled material. Bulk pickup will change from a monthly pickup of 4 items to a weekly pick-up of 1 bulk item. This will also save money with fewer truck runs.

Ms. Santalucia expressed concern that the Township could be billed for recycling materials picked up in other municipalities. Ms. Jones said the haulers must track the amount of material and where it came from when it is dropped off at the County facility.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to award a five-year contract to A.J. Blosenski, Inc. to pick up residential waste and recyclable materials, bulk trash pick-up, leaf/branch curbside pick-ups as scheduled up to 11/year, and one Christmas tree pick-up at an initial annual cost not to exceed \$754,088.40 and to authorize the Township Manager to execute the Services Agreement. Mr. Kumbhardare called for public comment, and there were none. A roll call vote was taken, and the motion was unanimously approved.

## **3. Authorization to Advertise NC District Zoning Amendment to Add Institutional Overlay and Permit Assisted Living Facilities**

Mr. Weller reviewed his September 4, 2020 Memorandum. Earlier this year, Horst Senior Care submitted a sketch plan for a senior care facility at 930-936 E. Boot Rd. in the Neighborhood Commercial (NC) zoning district. The use would require a zoning amendment to add the Institutional Overlay to the NC District. The Planning Commission reviewed the matter at two meetings, and after a thorough analysis of other NC areas within the Township that would be affected, the Commission concluded that an amendment would be appropriate. Mr. Weller added that the total area currently zoned NC is about 60 acres (less than 1% of the total Township area).

Ms. Santalucia made a motion, seconded by Mr. Anderson, to direct Staff to initiate the process to adopt amendments to the West Whiteland Township Zoning Ordinance to allow institutional uses in the Neighborhood Commercial district and to advertise a public hearing for such purpose at 6:30 p.m. on October 14, 2020. Mr. Kumbhardare called for public comment, and there were none. A roll call vote was taken, and the motion was approved 2-1 (Santalucia opposed).

#### **4. Stormwater Management Discussion and Update on MS4 Permit**

Mr. Otteni provided a brief history of stormwater management, noting that there was very little planning for stormwater before the late 1980's. The practice was "pave it and drain it" which led to stream flooding as more and more land was developed. Through the 1990's and early 2000's more requirements were implemented at the federal, state, and local levels through the federal Clean Water Act, state NPDES permits that enforce the Clean Water Act, the Township's Stormwater Ordinance, and the Township's Stormwater Management Maintenance Agreements for developments that require annual inspection of stormwater basins and facilities. Erosion control plans are also required for construction sites to manage stormwater runoff during construction.

In submitting to DEP for the renewal of its NPDES permit in December 2017, the Township was required to submit a pollutant reduction plan with recommended projects to reduce sediment in stormwater discharges into Valley Creek and Broad Run by 10%. Comments were received from DEP in December of 2019. The Township addressed the comments and resubmitted on March 2, 2020. No response has been received to date.

Mr. Otteni said many of the calls received from residents regarding flooding are in areas developed prior to stormwater requirements or involve older facilities for which there are no maintenance agreements. For the MS4 permit, the Township is currently mapping the location of all basins in GIS and hopes to identify older ones that would benefit from improved maintenance. Mr. Otteni said it is important to note that new developments are required to manage stormwater beyond pre-development levels.

Concerns were expressed about individual homeowners and Homeowners' Associations being asked to make their stormwater basins MS4 compliant. Mr. Pompo said the Township has no legal authority to make homeowners modify facilities to meet new requirements. They are however responsible for maintaining the facilities to its intended design.

Ms. Gleason said if DEP imposes requirements on West Whiteland in future MS4 permitting cycles as they have for other municipalities, the Board may wish to consider implementing a stormwater fee in the future to help pay for capital projects or expanded stormwater maintenance operations. The fee could be based on the amount of impervious coverage or a flat fee could be instituted. She said such a fee is not necessary at this time.

#### **5. 2021 Budget Discussion - General Fund – Operating Revenue**

Ms. Jones said the Township has strong reserves and a growing tax base, but the impact of the COVID pandemic is still unknown, making projections difficult. She reviewed the various sources of revenue and explained that projections are very conservative at this time. They will be updated again later in the budget process based on year-to-date figures available then. She reviewed the calendar of upcoming budget presentations. The Board is scheduled to authorize advertisement of the budget on November 10 with final approval scheduled for December 9.

**Appointment of Assistant Zoning Officer**

Ms. Santalucia made a motion, seconded by Mr. Anderson, to appoint Victoria Griffith as Assistant Zoning Officer effective immediately. Mr. Kumbhardare called for public comment, and there were none. A roll call vote was taken, and the motion was unanimously approved.

**6. Township Commission Updates from Board Liaisons**

The West Chester Area Council of Governments authorized release of a Request for Information for a joint power purchase agreement for the renewable energy initiative.

Mr. Kumbhardare said the Planning Commission met but both plans scheduled for review were withdrawn by the Applicants due to the numerous outstanding consultant concerns.

**7. Staff Updates**

The multi-modal path to the Exton Train Station is open with traffic signals and pedestrian crossings lights operating. Because the path is a concrete sidewalk, it was suggested that signage be added to let everyone know that bikes are allowed on the path. Mr. Otteni will check on the "No Pedestrian Crossing" signs still in place at the Route 100/30 bypass ramp.

**ADJOURNMENT**

The meeting adjourned at approximately 8:03 p.m.

Respectfully submitted,



Mimi Gleason  
Recording Secretary