



WEST WHITELAND TOWNSHIP BOARD OF SUPERVISORS

BUSINESS MEETING

Minutes of the Second October Meeting

October 27, 2021

1. Call to Order

Chairman Rajesh Kumbhardare called to order the second October meeting at 6:38 p.m. This was a hybrid meeting with participants attending both in person at the Township Building and on-line via Zoom.

Those in attendance in addition to Mr. Kumbhardare were:

Theresa Santalucia, Vice-Chairman
Joshua Anderson, Supervisor
Mimi Gleason, Township Manager
Pam Gural-Bear, Asst. Township Manager
Ted Otteni, Director of Engineering
Ed Culp, Asst. Public Works Director
John Weller, Planning Director
Marie Guarnera, Codes Director
Lee Benson, Police Chief
Scott Ryle, Director of Public Works
Andrew Rau, Solicitor
Pat Layman, Minutes

ANNOUNCEMENTS:

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel, real estate, and litigation.

POLICE RECOGNITION:

The Board recognized Captain Matt Herkner for his 25 years of service to the Township. Captain Herkner began his career at West Whiteland Township on July 6, 1996. Over the years he has served in numerous positions including Patrol Officer, Bicycle Patrol, Patrol Sergeant, Detective Sergeant, and was the first canine handler. While his current position as Captain is an administrative position, Captain Herkner can still be found responding to active calls. He is a graduate of the prestigious FBI National Academy, which less than one percent of officers nationwide are chosen to attend. Thank you, Captain Herkner!

Police Chief Benson announced that the West Whiteland Police Department has once again received accredited status by PLEAC. After initially becoming an accredited department in 2018, re-accreditation is required every three years. Chief Benson thanked Lieutenant Matt Deceder and Officer Courtney Delaney for their hard work in navigating the rigorous re-accreditation process.

Chief Benson presented an Accommodation of Merit to Detective Michael Buchmann for his work in investigating and prosecuting a cold case of child abuse and neglect that occurred from 2008-2010. Through his skillful investigation, Detective Buchmann was able to obtain a confession from the criminal who was arrested, extradited from Florida and is now serving 15-30 years in state prison. Great job Detective Buchmann!

A Distinguished Unit Citation was presented to Detective Sergeant Jason Madormo, Detective Scott Pezick, Detective Michael Buchmann, and Sergeant (then Detective) Jeff McCloskey. In September of 2018, this unit investigated the scene of a fatal accident and found evidence of a second person operating the vehicle who had fled the scene. The unit was able to track him down; he pled guilty and is now serving a 5-10 year sentence in state prison. Well done, Detectives!

PUBLIC COMMENT:

None.

CONSENT AGENDA:

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

- Minutes of October 13, 2021
- Resolution 2021-44 Disposition of Media

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

BUSINESS:

1. Appointment to Planning Commission

Andy Wright previously served on the Planning Commission from 2012 to 2018 and has expressed an interest in filling a current vacancy.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to appoint Andy Wright to fill the vacancy on the Planning Commission. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

2. Approval of Exton Grove Development Agreements

This matter was tabled to a later meeting.

3. Resolution 2021-45 Naming Catov Park

Mr. Anderson made a motion, seconded by Ms. Santalucia, to approve Resolution 2021-45 naming the park on the north side of Boot Road, Catov Park. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

The Resolution formalized the naming ceremony that took place on October 21st at the park. The Board thanked former Police Chief Joseph Catov for his 42 years of service to the Township and its residents.

4. Authorization to Advertise Amendments to Subdivision/Land Development Ordinance and Zoning Ordinance

Mr. Weller reviewed his October 8, 2021, Memorandum and advised that the proposed amendments deal with plan submission and review requirements and represent an effort to make the process more user-friendly and reflect changing technology. Mr. Kumbhardare thanked Mr. Weller and members of the Planning Commission for their hard work on this project noting that it has been long and arduous process. Ms. Gleason recognized Mr. Weller's expertise in this area, noting that the Township did not have to hire a consultant for this work as Mr. Weller has the expertise to successfully conduct an extensive review of the Ordinances and draft the necessary amendments.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to direct Staff to initiate the adoption process by advertising the proposed amendments to Articles II, III, IV, and V of the Subdivision and Land Development Ordinance and Articles IX, XVI, and XX of the Zoning Ordinance as presented tonight. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

5. 2022 Budget Discussion:

Local Ambulance Presentations:

Kathi Cozzone, from Uwchlan Ambulance Corps, gave a presentation to the Board highlighting changes in internal organization structure and noting events participated in including mobile vaccination clinics, a 9/11 Anniversary event and West Whiteland's Community Day, and services such as mobile vaccinations. Capital purchases proposed for 2022 include at least one new ambulance and cardiac monitors. She then reviewed call volumes, anticipating reaching 4,000 this year. Grants and additional marketing through the work of the new Development Director is starting to increase funding. There was a brief discussion regarding the need for Medicare to increase the rate at which it reimburses for ambulance service, noting that it never comes close to the cost of the service. Ms. Cozzone noted the request she had submitted for a funding increase to \$30,000 and thanked the Board for their ongoing support.

Chaz Brogan, from Good Fellowship, provided an overview of services including all three levels of life support, integrating a tactical EMT with the West Chester Emergency Response Team, Bicycle EMTs, and a Rehab Team. Good Fellowship also provided vaccinations to home bound persons and provides paramedic services to agencies that don't have them. Mr. Brogan reviewed the service area covered and the call volumes, 5% of which come from West Whiteland. Based on population and call volumes, Good Fellowship was requesting \$16,000 from the Township.

Ms. Gleason said that staff is recommending 2022 contributions of \$25,000 to UAC and \$9,000 to Good Fellowship.

a. Finance/Tax Collection/Debt Service

Ms. Jones highlighted 2022 goals which include training for the new Caselle software, and a new payment portal called Invoice Cloud for sewer and recycling payments. Individualized training for Finance employees and an RFP for actuarial services are also goals of 2022. Mr. Kumbhardare asked about the processing costs for Invoice Cloud. Ms. Jones said the Township would absorb the processing costs, but the software has great reporting capabilities and will greatly cut down on staff time currently expended on payment processing. Ms. Jones confirmed that all platforms will conduct backups in the cloud.

Regarding Debt Service, Ms. Jones advised that the 2022 budget is \$20,000 less than 2021 due to the 2016 Bond Refunding being completed this fall.

b. Solid Waste (Residential Trash & Recycling Collection)

Ms. Jones said no increase in the price of the WWT trash bags is recommended for next year. The proposed \$20 increase in the solid waste fee is expected to cover costs through the term of the current hauler contract which expires in 2025. Ms. Santalucia expressed concerns with the hauler not picking up on the designated day. Ms. Gural-Bear said our hauler, like other haulers and many companies nationwide, has been short staffed but service is improving as they have filled many of the vacancies and learned the Pay As You Throw system. The hauler noted that choosing a different color in the future for West Whiteland's unique trash bags would make it easier for any of their employees to quickly see which bags they should pick up. She said the hauler has been responsive in answering resident e-mails in a timely manner. She then explained the "Retriever" service for picking up electronics and clothing and said the new Public Works Administrative Assistant will be working to implement this program.

Ms. Gleason thanked Ms. Gural-Bear for her extra work this year in the area of recycling and solid waste.

c. Fire Company & WWFC Equipment Replacement

Ms. Gleason reviewed the West Whiteland Fire Company budget advising of a \$7,000 increase for equipment recommended by the National Fire Protection Association. This is offset by a decrease in the equipment replacement fund.

d. Planning & Zoning/Historic Preservation

Mr. Weller reviewed 2021 accomplishments which included working with the Administration Department to develop community outreach to educate the public on the planning process and address resident concerns with development. A Community Conversation has been scheduled for November 17th to discuss ideas for the Exton Crossroads with residents and business owners and receive their feedback.

Mr. Smiley has been working with the West Chester University GIS Department to further community outreach utilizing software resources that can better provide a 3D visual of planned improvements and development.

By the end of this year, the Historical Commission will be completing the first draft of an extensive update to the "History of West Whiteland" book.

e. Municipal Complex

Mr. Culp outlined 2021 accomplishments, including seal coating the municipal parking lot. In 2022, staff will continue to evaluate ways to achieve 100% renewable energy by 2050 and will continue reorganization of the office space to provide a better work environment for employees and a more user-friendly environment for residents.

f. Sewer Operating and Sewer Construction

Large initiatives that span both this year and continue into 2022 include the remediation of stormwater inflow and capital improvements to the Clover Mill Pump Station. Mr. Otteni said staff is looking for grants to offset Phase II construction of that pump station.

Mr. Otteni provided an update on the numerous sinkholes in the area that have been filled.

6. Review of 2021 Overbudget Line Items

Ms. Jones' October 18, 2021, Memorandum details three items that significantly exceed the budgeted amounts for 2021. Board members were previously made aware of these items and the reasons for the overage. Contracted services in the Codes budget was exceeded due to lack of a full staff through most of 2021 necessitating greater use of a third party to complete necessary plan reviews and inspections. Contracted services in Roads was exceeded due to changes PennDOT made to the traffic light control systems on Pottstown Pike necessitating engineering review and corrections, as well as responses to citizen complaints about Whiteland Woods Boulevard and Shoen Road. Contracted legal services was higher due to a change in Solicitors at the new year requiring new Solicitor time to get up to speed on West Whiteland matters, the pipeline, the billboard hearing, property acquisitions, and the Whitford Towing hearing.

7. Discussion About Donation of 601 E. Boot Road to Twp.

Mr. Otteni advised the Board of a vacant parcel currently owned by Sunoco that could be beneficial to the Township in the creation of a stormwater management facility. This would help meet the Township's MS4 permit requirements and may also improve storm-related flooding for some of the residents in the area. A Phase I Environmental Site Assessment conducted on the site found no underlying environmental concerns. Staff has been discussing a possible land transfer with Sunoco representatives. Board members agreed that a stormwater basin in this area could be beneficial to residents. A formal request will be brought before the Board if it is deemed feasible to construct a stormwater management facility on this parcel, and neighboring

residents who would see the basin, as well as downstream residents who would benefit from the basin's flood mitigation, will be notified of plans for the parcel.

8. Authorization to Advertise Bid for Whitford Road Widening Project

Mr. Otteni reviewed his October 19, 2021, Memorandum. Mr. Kumbhardare suggested the proposed advertisement state the specific section of Whitford Road to be widened so that people do not think the full length of road is being widened.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to authorize the advertisement for bid for the Whitford Road Widening Project from Route 30 to Waterloo Boulevard. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

9. Award Bid for Traffic Signal Pole Relocation for Whitford Road

Mr. Otteni explained that the pole relocation is necessary as part of the same road widening project discussed above.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to award the bid for the relocation of the traffic signal pole on the north side of the intersection of Whitford Road and Lincoln Highway to the low bidder, Kuharchik Construction, Inc., in the amount of \$27,657.50. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

10. Authorization to Advertise Bid for Exton Park Dog Park Fencing and Installation

Mr. Culp reviewed his Memorandum dated October 20, 2021. There was discussion about whether the proposed 4-foot high fence would contain larger dogs. Mr. Culp will look into the matter.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to authorize the advertisement for bid for the dog park fencing and installation at Exton Park. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

11. Approval of Township Payment Report for October 27, 2021

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve the Township Payment Report for October 27, 2021. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

12. September Financial Report

Ms. Jones pointed out that the \$1.3 million difference in totals over last month represents the September sell-off in the stock market and its impact on the Township's Pension Plans. She noted that this was temporary, and the market has already rebounded.

13. Township Commission Updates from Board Liaisons

Mr. Anderson reported that while the Witch's Cap is still here it in the Township, it may be moved to a farm in Virginia soon. The Historic Preservation Awards ceremony will be held at the Ashbridge House on November 8 beginning at 5:30 p.m. Due to the pandemic, awards will be given for both 2020 and 2021.

Timeline photos showing different periods in West Whiteland's history are being prepared for a wall display in the first floor hallway leading to the stairs to the main meeting room. The Historical Commission is reviewing and adding to the timeline.

The Friends of the Parks' Craft Fair is scheduled for November 13 with a full range of vendors. Ms. Santalucia also said that she attended the PSATS regional conference and discussed liquid fuels with the Executive Director. He advised her that they are looking at various taxing options to continue funding road repairs.

Mr. Kumbhardare reported that the Planning Commission reviewed the Public Works Facility plan and issued a motion recommending Board of Supervisors' approval.

14. Staff Updates

Ms. Gleason noted that this is Mr. Otteni's first meeting as the Township's Director of Engineering. Scott Ryle was welcomed as the Township's new Director of Public Works.

Mr. Weller attended the State Chapter of the American Planning Association conference in Pittsburgh and said that West Whiteland is on the cutting edge with its public outreach efforts and branding to establish a sense of place with the Exton Crossroads. He suggested that staff give presentations on the matter at future conferences.

ADJOURNMENT

The meeting adjourned at approximately 9:26 p.m.

Respectfully submitted,


Mimi Gleason
Recording Secretary