

**WEST WHITELAND TOWNSHIP
PUBLIC SERVICES COMMISSION
REGULAR MEETING MINUTES
January 4, 2023**

CALL TO ORDER:

The Public Services Commission regular monthly meeting was called to order at 6:30 p.m. The meeting was open to the public, and a link to join the meeting via Zoom was listed on the agenda posted on the Township's website.

MEMBERS PRESENT

Brian Dakin
Kevin Moore
Janice Gottesfeld
Rob Hall
Liz Alakszay
John Ceschan, Jr.

TOWNSHIP STAFF

Pam Gural-Bear, Assistant Township Manager
Ed Culp, Assistant Director of Public Works
Brian Dunn, Member, Board of Supervisors

ORGANIZATION:

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

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

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

PUBLIC COMMENT:

None.

MINUTES:

Mr. Hall made a motion, seconded by Ms. Gottesfeld, to approve the December 7, 2022, minutes. The motion was unanimously approved.

ANNOUNCEMENTS:

Yard Waste pick-ups in 2023 will move to Saturdays with the first pick-up for Christmas trees scheduled for Saturday, January 14.

The Planning Commission will review the conditional use and land development plan for the Township's Public Works Facility at the January 17, 2023, meeting.

The new restrooms at Exton Park are expected to be open to the public later this week.

Ms. Gural-Bear and Mr. Dunn reported on their tour of the new PennDOT facility in King of Prussia.

The Board of Supervisors appointed Pam Gural-Bear as the Township Manager. She will no longer carry the title of "Interim" Manager. Congratulations Pam!

OPEN DISCUSSION:

1. 2023 Planning and Vision for the Commission

In preparing for tonight's discussion of possible agenda topics for the new year, Mr. Dakin reviewed the Resolution (#2017-30) enacted by the Board of Supervisors in 2017 (June 28, 2017) merging the Parks & Recreation Commission and the Municipal Services Commission into the now Public Services Commission. The Resolution states that the Board and Staff benefit from citizens who are knowledgeable about services and willing to serve as a sounding board and conduit of ideas to improve services and address community concerns. This is the goal of the Public Services Commission, and agenda topics covered last year helped meet this goal.

Mr. Dakin asked members for their thoughts on what topics and in what format the meetings should take in the new year to continue this goal and support the Board of Supervisors and Staff.

There was a general consensus that the format of the "Township Communications" meeting (March 2, 2022) was good; inviting representatives from various Home Owners' Associations to attend and discuss the many ways the Township can communicate with residents and what works best. It was suggested that perhaps the same format could be used for the topic of sustainability. Other suggestions included a "mini open house" and/or "work shop" on specific topics to provide residents with information. The topics can be advertised in advance encouraging resident feedback and interaction. It was pointed out that PSC meetings can provide a less formal setting than a BOS meeting for residents who wish to express specific concerns.

Ms. Gottesfeld suggested more opportunities for volunteerism with events like Make-A-Difference-Day and Spring Cleanup Day . She noted that interested residents living close to parks can provide "another set of eyes".

Mr. Hall asked about the Commission being involved in the Township's annual budget process. Ms. Gural-Bear said the budget process begins in August with various department budgets presented at every Board of Supervisors meeting from the beginning of September through December when the final budget is adopted. Mr. Hall also suggested that Commission members may be able to play a role in grant writing, as this is an important financial resource for many Township projects.

Other possible meeting topics included:

- property maintenance

- revisit the Retrievr program as many residents are still not aware of its existence
- report on PennDOT plans and projects

Ms. Gural-Bear said an Open House has been scheduled for January 17 to present the plan for the new Public Works facility. Members pointed out that many residents may not realize the short comings of the current facility, and that a focus of the Open House should be how the new facility will impact residents.

Signage and Streetscape were discussed as a possible topic, with a focus on the visual image we want to project to the general public as they drive down the Route 100 corridor – how can it be visually enhanced in addition to signage. Ms. Gural-Bear noted that signage and streetscaping was also a recommendation in the ULI study. She will check with Mr. Weller and Mr. Smiley to see when this topic could be ready for a PSC meeting.

February's meeting topic could be "sustainability" providing a list of resources, procedures, tax breaks, etc. for individual property owners/residents. Ms. Gural-Bear said the Township is taking a "Lead by Example" approach transitioning the Boot Road House to solar. She said that Wyatt Williams, the Township's Sustainability Coordinator, could put together a residential packet on sustainability.

Mr. Hall suggested planning community service programs later this year for Martin Luther King Day in 2024. He also brought up a safety issue at Main Street. The black pedestrian protection posts throughout the development cannot be seen well in bad weather and need some type of reflective tape.

Ms. Gottesfeld suggested a future topic of walkability (including multi-modal trails). There was general discussion regarding how the existing trails and bike paths don't go where many people live and the inability of many residents to safely walk to the train stations and other nearby destinations. Bikers have been spotted on Whitford Road with little or no shoulder, and a light in the train tunnel was suggested as often times, pedestrians are still in the tunnel when the light allows vehicles to proceed.

There was discussion on having a "Public Comment" meeting in May and whether this should be open to any and all topics or if it should be targeted to a specific topic so that staff and members can be prepared with answers.

Going forward, the PSC agenda topics will be:

- February – Sustainability
- March – Parks
- April – Streetscapes
- May – topic to be determined (possibilities include budget, HOA's, public comment)

ADJOURNMENT:

Mr. Hall made a motion, seconded by Ms. Gottesfeld, to adjourn the meeting; the meeting adjourned at approximately 7:50 p.m.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Kevin Moore". The signature is written in a cursive style with a large, sweeping initial "K" and a long, horizontal flourish at the end of the name.

Kevin Moore
Recording Secretary