



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the second February Meeting

February 23, 2022

1. Call to Order

Chairman Rajesh Kumbhardare called to order the second February meeting at 6:35 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
Brian Dunn, Supervisor
Pam Gural-Bear, Interim Township Manager
Jen Keller, Executive Assistant
Ted Otteni, Director of Engineering
Scott Ryle, Public Works Director
Ed Culp, Asst. Public Works Director
John Weller, Planning Director
Justin Smiley, Township Planner
Marie Guarnera, Codes Director
Beth Jones, Finance Director
Lee Benson, Police Chief
Sean Kilkenny, Solicitor
Pat Layman, Minutes

ANNOUNCEMENTS:

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

Electronics Recycling Day is Saturday, March 19th from 9:00 a.m. – 12:00 p.m. at the Township Building.

PUBLIC COMMENT:

Chester County resident Tom Casey asked questions regarding a Right to Know Request that he submitted regarding the former Township Manager Mimi Gleason, maintaining that what he received was not what he asked for. Ms. Keller and Ms. Jones provided an explanation. Mr. Kumbhardare said the Board will look into the matter further in executive session. Township resident Virginia Kerslake suggested a full audit be conducted. Ms. Jones said an audit is currently underway and is conducted every year.

CONSENT AGENDA:

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

- Minutes of February 9, 2022
- Resolution 2022-16 Disposition of Media

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

BUSINESS:

1. Public Comments on Pollutant Reduction Plan

Mr. Otteni explained that the Township's Pollutant Reduction Plan has been duly advertised as required by DEP, and no public comments have been received.

2. Review of Draft 2021 State of Township Report

Katie Pusey presented the 2021 State of Township Report which outlines the Township's goals, projects, finances, and general activity for the previous year. The Township continues to be one of only eleven municipalities to maintain a Aaa Moody's bond rating. The Report breaks down revenues and expenses by category and tracks economic development, community infrastructure, communication, and community events. The full Report can be found on the Township's website.

3. Appointment to Board of Auditors

Mr. Dunn made a motion, seconded by Ms. Santalucia, to appoint Arati Joshi to the Board of Auditors. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

4. Discussion of Publication of Recorded Meetings

Ms. Gural-Bear reviewed her Memorandum dated February 18, 2021, and explained several ways in which the Board could publicize recordings of their meetings for public viewing. Points of consideration for Board discussion included length of posting, downloadable vs. non-downloadable, and storage costs. After discussion, it was decided to post a link on the website to the Board of Supervisors' meeting recordings. The recordings will be active for one year for viewing only – not downloadable. Board members agreed to let other Township Boards and Commissions decide independently whether or not to post links to their recorded meetings.

Ms. Kerslake thanked the Board for their decision to post links to the recordings, noting that it improves transparency and makes it easier for interested residents who cannot attend live meetings.

5. Discussion of Stallions Cricket Club Use Agreement

Mr. Kumbhardare explained that the proposed Agreement will be similar to existing Agreements that the Township currently has with Exton and West Side Little League organizations for maintenance of ballfields. The proposed Agreement for the Exton Park Fields 1, 2 and the cricket pitch will detail the use and maintenance by the Stallion Cricket Club. Mr. Kumbhardare confirmed that at least 50% of the cricket users reside within the Township, and that use by other organizations will still be accommodated on the fields.

This matter was for discussion only, so no motion was necessary. Board members agreed that such an Agreement would be appropriate.

6. Approval of Turf Maintenance Bid

Mr. Culp reviewed Kimberly Pelcin's Memorandum dated February 15, 2022.

Ms. Santalucia made a motion, seconded by Mr. Dunn, to award the turf maintenance contract to TruGreen Lawncare for a three (3) year term. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

7. Authorization to Sell Equipment

Mr. Dunn made a motion, seconded by Ms. Santalucia, to authorize the sale of the vehicles and equipment listed in Kimberly Pelcin's February 15, 2022, memo:

- 2015 Ford Explorer (VIN 1FM5K8AT0FGC51412), Winning Bid: \$9,800, Next Bid: \$9,700
- 2003 LeeBoy 1000D Pave, Winning Bid: \$29,100, Next Bid: \$29,000
- 2002 Chevy C8500 Dump Truck (VIN 1GBP7H1C32J502052), Winning Bid: \$6,500, Next Bid: \$6,400

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

8. Authorization to Advertise the Bid for Street Sweeping Contract

Mr. Dunn made a motion, seconded by Ms. Santalucia, to authorize advertisement and posting on PennBid for the street sweeping contract. Proposed contract to be for a three (3) year term. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

9. Authorization to Advertise Manager's Ordinance

Ms. Gural-Bear reviewed her February 18, 2022, Memorandum and explained that the proposed amendment will exempt the Police Department from the Manager's supervision and will remove the requirement for advanced notice of intention to remove the Manager.

Mr. Dunn made a motion, seconded by Mr. Kumbhardare, to authorize the advertisement of the amendment of the Manager's Ordinance. Mr. Kumbhardare called for public comment. Ms. Santalucia objected to removing the Police Department from the supervision of the Manager,

noting that in the event of an emergency situation, action could be delayed due the need to convene a special session of the Board of Supervisors. The motion was approved 2-1. (Santalucia opposed).

10. Authorization to Advertise the Bid for Exton Park Restrooms

Mr. Otteni reviewed his February 4, 2022, Memorandum and explained that due to state bidding requirements, the project will be bid under three separate contracts: building construction, electrical, and plumbing.

Ms. Santalucia made a motion, seconded by Mr. Dunn, to authorize the advertisement on PennBid for construction of the public restroom at the Exton Park Swedesford Recreation Area. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

11. Resolution 2022-17 Accepting Historic Resources Survey Update

Justin Smiley introduced Candice Strawley, historical consultant with Commonwealth Heritage. Ms. Strawley and the Township's Historical Commission have been working to update the Township's Historic Resources Survey originally completed in 1982. The Township received a Vision Partnership Grant to complete the project and all criteria have been met. In addition to the updated survey, other deliverables include updated Resource Classification Criteria, an update to the book "A History of West Whiteland" and an updated Historic Resources Map.

Ms. Strawley presented a sample of the new survey forms and map which will be made available to the public. She described the survey method and criteria of significance. Boundaries of related resources were condensed to group buildings that share a historical significance together, even though they may be owned by different entities in present day. The 210 properties listed in the original inventory were condensed to 162 property boundaries. New properties over 45 years of age were added, and three Historic Districts identified. Criteria for designation has been changed from Class I, II, and III previously recognized to a classification system to meet 3 of 8 criteria determined to be significant to the Township.

Ms. Kerslake expressed concern that her home (known as the Trimble House, a Class II resource) is now associated with the Trimble Mill (a Class I resource). Ms. Strawley explained that the Class I, II, III designations are no longer recommended, and while the properties are listed together under Site #214, the House is #214.1 and the Mill is #214.2, showing that they are historically linked together, but still separate properties. Mr. Weller explained that the Zoning Ordinance will also be amended to reflect the new classifications. Residents will be notified before any amendment is made.

Ms. Santalucia made a motion, seconded by Mr. Dunn, to officially accept the completed update of the Township Historic Resources Survey, including the following deliverables: Updated survey of Historic Resources, Updated Resource Classification Criteria, updated "A History of West Whiteland" book, and Updated Historic Resources Map. Mr. Kumbhardare called for public comment. Mr. Otteni asked if property owners of newly identified buildings were notified of their new designation. Ms. Strawley said the properties were on the previous inventory, but a building

associated with the property was not previously documented, but the owners are aware of its existence. The motion was unanimously approved.

12. Approval of Revised Military Leave Policy

Ms. Santalucia made a motion, seconded by Mr. Dunn, to table the Revised Military Leave Policy to the next meeting. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

13. Authorization for Line Item Amendment for Speed Sign

Chief Benson explained that the new speed trailer was \$3,850 less than the budgeted amount. With approval of an additional \$1,100, the Police Department could purchase a pole mounted speed sign.

Mr. Dunn made a motion, seconded by Ms. Santalucia, to authorize \$1,100 from the unused balance from the Equipment Replacement Fund to allow the Police Department to purchase a pole mounted speed sign. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

14. Resolution 2022-18 Authorizing Execution of the Chester County Route 34 Grant Application

Mr. Otteni reviewed his Memorandum dated February 15, 2022. He explained that the maximum grant award is \$250,000 with a matching requirement by the Township of 50%. The matching funds would come from open space funds collected from developers and not tax-payer dollars.

Mr. Dunn made a motion, seconded by Ms. Santalucia, to execute Resolution 2022-18 authorizing the Board of Supervisors to execute the Chester County Round 34 Grant Application for the next phase of improvements at the Exton Park Swedesford Recreation Area. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

15. Approval of Township Payment Report for February 23, 2022

Ms. Santalucia made a motion, seconded by Mr. Dunn, to approve the Township Payment Report dated February 23, 2022. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

16. January Financial Report

Ms. Jones pointed out that the total overall change of \$2.6 million from the December Report was due in large part to the effect of recent stock market activity on the Township's pension funds.

Mr. Dunn made a motion, seconded by Ms. Santalucia to approve the January Financial Report. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

17. Township Commission Updates from Board Liaisons

The Historical and Public Services Commission meetings for February were cancelled. The Planning Commission reviewed a Sketch Plan for a Personal Care facility located at 50-60 Boot Road, next to the Boot Road Park.

Mr. Kumbhardare reported that the open discussion on the Exton Crossroads study held last Thursday with members of the business community was a success, and good feedback was received.

18. Staff Updates

Mr. Weller reported that Staff will be meeting to discuss next steps as a follow-up from the Exton Crossroads meeting with business owners.

Mr. Ryle advised that the new dump truck scheduled to be purchased in 2023 as part of the equipment replacement plan has jumped in price, so he will be ordering it now to lock in the price with delivery expected sometime next year. He further reported that the emergency repairs have now been completed at the Grubbs Mill Pump Station.

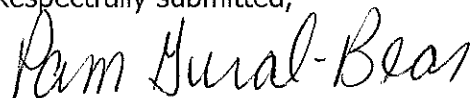
Chief Benson reported on the Police Department's school liaison project pairing Officers with specific schools within the Township to visit frequently encouraging engagement and communication.

Ms. Gural-Bear reported that Alex Baumler of the Solicitor's office has researched retention laws regarding public meeting recordings, and the Township's process follows the law to the letter (disposing of recordings via Resolution following draft minutes being approved by the Board).

ADJOURNMENT

The meeting adjourned at approximately 8:54 p.m.

Respectfully submitted,



Pam Gural-Bear
Recording Secretary