



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the Second February Meeting

February 24, 2021

1. Call to Order

Chairman Rajesh Kumbhardare called to order the second February meeting at 6:40 p.m. The meeting was held via Zoom due to the COVID-19 pandemic.

Mr. Kumbhardare 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.
 - 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
Mimi Gleason, Township Manager
Pam Gural-Bear, Assistant Township Manager
Lee Benson – Police Chief
Ted Otteni – Public Works Director
John Weller – Planning Director
Justin Smiley, Township Planner
Beth Jones – Finance Director
Andrew Rau, Solicitor
Pat Layman – Minutes

ANNOUNCEMENTS:

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

PUBLIC COMMENT:

Wes Weber of the Uwchlan Ambulance Corps thanked the Board of Supervisors for the temporary use of the Township's Boot Road Park house during the day. The Corps is now back at Station 6, and as of February 25 will be posting a second vehicle enabling coverage 24 hours a day, seven days a week for all of their coverage area in West Whiteland.

HEARINGS & PLANS:

1. Dunwoody Drive Outdoor (Catalyst) Conditional Use (to be continued to 3/10)

Due to scheduling conflicts, the public hearing on the conditional use application of Dunwoody Drive Outdoor, LLC (Catalyst) to construct a 2-sided billboard adjacent to the northbound lane of the U.S. Route 202 expressway was continued to March 10, 2021, at 6:30 p.m. A record was taken by court reporter Elaine Parrish.

2. Raj Real Estate – Land Development

Applicant Kulraj Singh, attorney John Jaros, and project engineer Nick Vastardis were in virtual attendance.

Mr. Weller reviewed his February 19, 2021 Memorandum and provided an overview of the land development application to construct a 1-story, 13,297 square foot storage building located at 4 Tabas Lane in the Town Center zoning district. The proposed building will be used as storage for the existing and adjacent Apna Bazar commercial building and will not be open to the public. Parking lot improvements are also proposed. The Township Planning Commission reviewed the plan on August 4, 2020 and again on February 2, 2021 at which time a motion was issued recommending approval with conditions. While some outstanding consultant concerns remain, Mr. Weller said Staff is of the opinion that these are minor and can be made a condition of approval.

In response to questions raised by Mr. Kumbhardare, Mr. Otteni said pedestrian signage should not be overused in parking lots but rather reserved for areas where pedestrians are not expected by motorists. Generally, pedestrians are expected in parking lots and therefore no pedestrian signage should be erected.

In lieu of constructing the required sidewalks, the Applicant has agreed to contribute the amount of \$4,770 (the cost of constructing the required sidewalk) to the Township's sidewalk fund.

Mr. Jaros advised that the Applicant is still discussing storm sewer issues with Baker Industries but advised that the matter will be resolved prior to the issuance of a building permit.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to approve the land development plan entitled "RAJ Real Estate, LLC / 4 Tabas Lane" as depicted on the 12-sheet plan set prepared by Vastardis Consulting Engineers, LLC dated July 2, 2020 and most recently revised November 19, 2020 subject to the 17 waivers and conditions listed on pages 1 and 2 of

Mr. Weller's February 19, 2021 Memorandum. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

3. Arrandale Barn Condo Agreement Amendment

Mr. Smiley reviewed his February 19, 2021 Memorandum. He explained that when the Oaklands Corporate Center was developed a Declaration of Condominium Agreement was signed between the owners of Oaklands Corporate Center and the Township to protect the Arrandale Farm complex. While the Arrandale Manor House and the Tenant House are listed on the Township's Historic Survey, the Barn is not. The Manor House and Tenant House have been maintained and preserved over the years, but the Barn has fallen into disrepair. The proposed amendment to the Condo Agreement provides for demolition of certain portions of the Barn in a manner that retains the its historic features. The proposed amendment was reviewed by the Township's Historical Commission on January 11, 2021, at which time a motion was issued recommending approval of the amendment.

David Kozak, potential buyer of historic complex, said he proposes to use the Manor House and Tenant House for his business, but also needs the Barn for additional office space and looks forward to preserving the Barn for useable space.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve the amendment for Section 3.2(b) of the Declaration of Condominium of Arrandale at Oaklands. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

CONSENT AGENDA:

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

- Minutes of February 10, 2021
- Resolution 2021-15 Disposition of Media
- Final Escrow Release – 109 Coeway Lane

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

BUSINESS:

1. 2020 Recap **a. State of the Township Report**

Ms. Gural-Bear explained that the Report is high-level snap shot of accomplishments from the past year gathered from each Township department by Katie Pusey, Public Information Assistant. The Board agreed that the Report should be posted on the Township's website with copies distributed to the Chester County Library. Board members recommended highlighting the fact that over 20% of the Township's total area is protected open space.

b. Financial Review

Ms. Jones reviewed her February 18, 2021 Memorandum and stressed that the financial numbers contained therein are unaudited and will change slightly when year-end adjustments are finalized. Revenue was down due to the COVID pandemic, which especially affected building permit and transfer tax revenue during the spring lockdown and low interest rates contributed to reduced investment income. But she added that Staff's efforts to contain expenses helped to almost eliminate the deficit between revenue and expenses.

Mr. Kumbhardare asked why sewer salaries were high. Ms. Jones noted that salaries within the Public Works Department were reallocated to better reflect current reality, shifting salary expenses higher in sewer and reducing them in other areas. Mr. Otteni also advised that the implementation of the SCADA system has reduced overtime by 50% for the weekend monitoring of the sanitary sewer pump stations.

c. Required PA Municipalities Planning Code Report for 2020

Mr. Weller provided the Board with a copy of the Planning Department's 2020 Report required to be presented by March 1 of each year by the Pennsylvania Municipalities Planning Code. The Report highlights all land development activity for the year.

2. Review of 2021 Township Priorities and Projects

Board members expressed approval of the 2021 Township priorities and projects and suggested they be posted on the Township's website to inform residents.

3. Authorization to Advertise Traffic Ordinance Amendment

Mr. Otteni reviewed his February 12 Memorandum. The proposed amendment names additional streets to be posted with 25 mph signage and updates intersections where stop signs have been approved per land development plans or for consistency with existing signage. Stop signs at intersections now controlled with traffic signals or that were duplicated in the code are eliminated.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to authorize advertisement of an amendment to Chapter 300, Article II, §300-8 and §300-11 of the West Whiteland Township Code to establish 25 MPH speed limits on select Township roads and to update the list of intersections presently controlled by "Stop" signs on Township roads. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

4. Authorization to Advertise Verizon Franchise Agreement

Ms. Santalucia made a motion, seconded by Mr. Anderson, to authorize advertisement of the availability of the proposed renewal of the Verizon cable franchise agreement for review. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

5. Approval of Police Policy – Active Shooter

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve the Active Shooter policy noted in Chief Benson’s Memorandum dated February 17th, 2021, for inclusion in the West Whiteland Township Police Policy and Procedure Manual. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

6. Accounts Payable Warrant Report

The Board members had no questions on the Accounts Payable Warrant Report.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve the Accounts Payable Warrant Report. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

7. Township Commission Updates from Board Liaisons

Mr. Kumbhardare reported that the Planning Commission reviewed proposed ordinance amendments to update the submission requirements and procedures for land development applications.

8. Staff Updates

Ms. Gleason and Board members thanked the Public Works team for their hard work clearing snow and ice from Township roads in the recent back-to-back snow storms. Great job!

Ms. Gleason said she and Mr. Kumbhardare will be attending a meeting in March to discuss the first steps in planning a long-term expansion at the DARA wastewater treatment plant.

Township staff attended a very successful anti-bias training by the Anti-Defamation League. The training was scheduled by Ms. Gural-Bear and positive feedback was received from Staff.

ADJOURNMENT

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

Respectfully submitted,



Mimi Gleason
Recording Secretary