



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the second March Meeting

March 22, 2023

1. Call to Order

Chairman Brian Dunn called to order the second March meeting at 6:30 p.m. The meeting was a hybrid with participants attending both in person and via Zoom.

Those in attendance in addition to Mr. Dunn were:

Rajesh Kumbhardare, Vice-Chairman
Theresa Santalucia, Supervisor
Pam Gural-Bear, Township Manager
Jennifer Keller, Operations Manager
Lee Benson, Police Chief
John Weller, Planning Director
Caroline Partridge, Finance Director
Brannon Tupper, Engineering & Construction Projects Mgr.
Ed Culp, Interim Public Works Director
Todd Greenawalt, Codes Administrative & Enforcement Mgr.
Alex Baumler, 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.

The Township will host a Business Forum – Continue the Conversation – March 29 at 10:30 a.m.

The Annual Egg Hunt will be held on Saturday, April 1st at 10:00 a.m. at Boot Road Park.

The Spring Craft Fair is scheduled for Saturday, May 6th from 10:00 a.m. to 2:00 p.m. at the Township Building.

Ms. Gural-Bear introduced Todd Greenawalt, the Township's new Codes Administrative and Enforcement Manager.

PRESENTATION:

Swearing In of New Police Officer

Police Chief Benson introduced West Whiteland's newest Police Officer Michael Triola. Chief Benson thanked the Board of Supervisors for authorizing the hiring and thanked all the Officers from West Whiteland and surrounding municipalities who came tonight in support of

Officer Triola. Chief Benson noted that while much of the rest of the country is currently experiencing difficulty recruiting and retaining quality officers, West Whiteland does not have this problem as it continues to maintain its high standards.

Officer Triola comes to West Whiteland from East Brandywine Township Police Department and brings with him eleven years of police experience from various communities all within Chester County. He is a graduate of Bucks County Community College and the Montgomery County Police Academy. Officer Triola and his family are now residents of West Whiteland, and he looks forward to serving and protecting his community. Officer Triola was sworn in by the Honorable John R. Bailey.

PUBLIC COMMENT:

None.

HEARINGS:

1. Decision and Order for Public Works Facility

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to open the conditional use hearing for the West Whiteland Public Works Facility. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

A record was taken by Court Reporter Jim Finlan.

Mr. Weller provided background information on the Township's plan to construct a new Public Works facility consisting of three building and a future solar panel array at 121 Valley Creek Blvd. Following testimony presented to the Board on January 25, 2023, the Board directed the Solicitor to draft a Decision and Order approving the application with specific conditions consistent with the recommendation of the Township Planning Commission. Staff has reviewed the draft Decision and Order and has no objections.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve the Decision and Order (included in the March 22, 2023, meeting packet) granting conditional use approval to the application of West Whiteland Township for the construction of a new public works facility in three buildings at 121 Valley Creek Blvd. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

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

PLANS:

1. Roussey Subdivision (430 Valley Hill Rd.)

Mr. Weller provided an overview of the Andrew Roussey Subdivision Plan to reconfigure two existing lots located along the south side of Valley Hill Road into three lots; one for the

existing house and two that will each accommodate a new single-family dwelling in the future. About 80% of the tract is in West Whiteland with the remaining in Uwchlan Township. Uwchlan has waived its review and approval of the plan. One of the proposed lots has no street frontage and will share a driveway with the adjacent lot. No impact fee is required, and a fee will be paid to the Township's sidewalk fund in lieu of constructing sidewalk. Because no construction is proposed at the present time, only the standard Developer's Agreement will be required. The Township Planning Commission reviewed the plan on November 15, 2022 and again on February 14, 2023 and issued a unanimous recommendation of approval with conditions as listed in this proposed motion.

Mr. Kumbhardare made a motion, seconded by Mr. Kumbhardare, to approve the subdivision plan entitled "430 Valley Hill Road" as depicted on the 3-sheet plan set prepared by JMR Engineering, LLC, dated September 19, 2022, and most recently revised February 24, 2023 (the "Plan") with the following waivers and conditions:

1. The Plan is approved as a Final Plan pursuant to §281-10.D of the West Whiteland Township Subdivision and Land Development Ordinance ("S/LDO").
2. Waiver of §281-31.A of the S/LDO such that no sidewalks need be provided, subject to the Applicant donating \$4,760.00 to the Township sidewalk fund, such sum being equivalent to the construction cost of the sidewalk that could be required pursuant to this Section. The donation shall be made prior to recording of the Plan.
3. Waiver of §281-16.D(2) of the S/LDO such that proposed house locations need not be shown.
4. All remaining consultant concerns shall be resolved to the satisfaction of the Township.
5. Payment of a fee in lieu of preservation of permanent open space of \$8,104.00, pursuant to §281-47.B(2) of the S/LDO. Said fee shall be paid in full prior to recording of the Plan.
6. Execution of a Developer Agreement pursuant to Township practice, to the extent necessary to commit the Applicant to the approved plan and to address Township liability.
7. Payment of all outstanding Township invoices within 45 days of the date of the final approval of the Plan.

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

CONSENT AGENDA:

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

- Approval of March 8, 2023, Minutes

- Resolution 2023-19 Disposition of Media

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

BUSINESS:

1. Resolution 2023-20 Appointment to Zoning Hearing Board

Mr. Weller explained that there is currently a vacant alternate position on the Zoning Hearing Board. Ms. Mishra has expressed an interest in serving and is aware of the responsibilities and duties.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to pass Township Resolution 2023-20 appointing Niketa Laheri Mishra to an alternate position on the Zoning Hearing Board. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

2. Resolution 2023-21 Proclaiming April 2023 as Safe Digging Month

Mr. Culp advised that Pennsylvania 811 has requested that the Board of Supervisors proclaim April 2023 as "Pennsylvania Safe Digging Month" to make everyone aware of the need to call 811 at least 3 business days before they dig, so that underground utility lines can be identified and marked by facility owners.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to adopt Resolution 2023-21 proclaiming April 2023 as Safe Digging Month. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

3. Resolution 2023-22 Department of Conservation and Natural Resources (DCNR) Grant for Exton Park

Ms. Gural-Bear explained that the proposed Resolution will authorize proceeding with the DCNR Grant that will allow to for the next construction phase of the Exton Park improvements. This includes courts (tennis, pickle, volleyball and basketball), dog park amenities, wayfinding signage and connecting spur trails. A 50% match is required, the money of which will come from the Township's Open Space Fund. Staff has also applied for a County Grant for matching funding.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve resolution 2023-22 authorizing the Township Manager to execute the DCNR Community Conservation Partnerships Program Grant Application for the next phase of improvements at Exton Park. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

4. Authorization to Advertise the Bid for the Demolition of Tennis Courts and Playground Equipment at Meadowbrook Manor Park.

Mr. Culp explained that the Township currently leases and maintains half of the Meadowbrook Manor Park from the Manor's Civic Association. The Township will be returning

the Park to the Civic Association and has agreed to remove the deteriorating tennis courts and aging playground equipment before doing so.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to authorize the request for bids for Meadowbrook Manor Park's Tennis Courts and Playground Equipment Demolition on PennBid. The 2023 Parks Capital Improvement Plan budgeted amount for this project is \$60,000.00. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

5. Adoption of Property Maintenance Code

Ms. Gural-Bear said the proposed Property Maintenance Code will provide the Township with additional authority to respond and act on life and safety complaints regarding property maintenance. Open House sessions were held to give residents a chance to learn about the proposed Code and get answers to their questions. The Code was also posted to social media outlets and the Township's newsletter and website.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to adopt Ordinance No. 473 implementing the International Property Maintenance Code, 2018 Edition, for regulating and governing the conditions and maintenance of all property, buildings, and structures in West Whiteland Township. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

6. Authorization to Advertise Stormwater Ordinance

Mr. Tupper explained that the Pennsylvania Stormwater Management Act (PA Act 167) requires all municipalities to adopt stormwater ordinances consistent with the County's Model Ordinance by May 31, 2023. SSM Group (the Township's consultant) has reviewed the Township's existing ordinance against the County's Model Ordinance and has drafted required revisions.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to authorize advertisement of revision to the Stormwater Management Ordinance. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

7. Authorization to Advertise the Bid for Cured-In-Place-Pipe Sewer Lining Annual Contract

Mr. Tupper noted that the trenchless cured-in-place pipe lining (CIPP) process is critical in maintaining the Township's sewer lines. Damaged pipes are the main source of inflow and infiltration which generate higher operating costs. The 2023 contract includes 18 segments and will target areas with the most damaged and aging pipes at an estimated cost of \$250,000.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to authorize advertisement of the annual Cured-in-Place Pipe Lining contract for the solicitation of bids. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

8. Authorization to Advertise the Bid for Roadway Paving Annual Contract

Mr. Culp said six roads, totaling approximately one- and one-half miles of roadway, are proposed to be milled and resurfaced, and two less traveled roads are proposed for resurfacing via the oil and chip method. PennDOT recommends oil and chip for less traveled roads, and it is about one-third less the cost of paving. Ms. Santalucia commented on the damage that oil and chip does to the undercarriage of vehicles and said she would prefer to do nothing on these roads now and wait until they can be budgeted for paving. Ms. Gural-Bear said there is money in the liquid fuels fund to pave all of the proposed roads. After discussion, the Board was in agreement to use liquid fuels money to pave the two roads originally set for oil and chip.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to authorize advertisement for the 2023 Roadway Paving Program and placement on PennBid, eliminating the oil and chip method in favor of the milling and resurfacing (paving) for all roads listed. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

9. Authorization to Advertise the Bid for the Public Works Facility

Mr. Tupper reviewed his March 22, 2023, Memorandum.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to authorize advertisement of the Public Works Facility for the solicitation of bids. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

10. Approval of Agreement with Heim Construction Company, Inc. for Construction Management Services for the New Public Works Facility

Mr. Tupper said the Township has partnered with Heim Construction for all pre-construction work associated with the new public works facility. The proposed Agreement appoints Heim to act as Construction Manager throughout the construction phase, including bidding, mobilization, construction, testing, inspection, startup, turnover, and final closeout.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to approve the agreement with Heim Construction Company, Inc. for Construction Manager as Adviser for the Public Works Facility construction. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

11. Approval of Township Payment Report for March 22, 2023, and February Financial Report

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to approve the Township Payment Report for March 22, 2023, and to approve the February Financial Report. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

12. Township Commission Updates from Board Liaisons

Ms. Santalucia announced the Egg Hunt is scheduled for Saturday, April 1, at 10:00 a.m. at Boot Road Park, and the Spring Craft Fair is scheduled for May 6, between 10:00 a.m. and 2:00 p.m.

13. Staff Updates

Ms. Gural-Bear advised that the royal blue trash bags for the PAYT program have been ordered and are expected at the end of May. An announcement will accompany the sewer bills in mid-May to let residents know to be on the lookout for the new blue bags. In addition, the arrival of the new blue bags will be posted on social media outlets and website. Any residents left with black bags at the end of May will be able to use them until gone. The blue bags will better help the haulers identify legitimate West Whiteland PAYT bags.

ADJOURNMENT

The meeting adjourned at approximately 7:19 p.m.

Respectfully submitted,



Pam Gural-Bear
Recording Secretary