



**WEST WHITELAND TOWNSHIP  
BOARD OF SUPERVISORS**

**BUSINESS MEETING**

Minutes of the second April Meeting

April 26, 2023

**1. Call to Order**

Chairman Brian Dunn called to order the second April 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  
Caroline Partridge, Finance Director  
Brannon Tupper, Engineering & Construction Projects Mgr.  
Ed Culp, Interim Public Works Director  
Todd Greenawalt, Codes Administrative & Enforcement Mgr.  
Sean Kilkenny, Solicitor  
Alex Baumler, Solicitor

**ANNOUNCEMENTS:**

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

Great Valley Rotary Club Paper Shredding Event – Saturday, April 29<sup>th</sup> from 9:00 a.m. to 12:00 p.m. in the parking lot of the Township Building. The event is free to the community.

Coffee with a Cop – Saturday, May 6<sup>th</sup> at 9:00 a.m. at Barnes and Noble.

Spring Craft Fair – Saturday, May 6<sup>th</sup> at 10:00 a.m. at the Township Building.

**PUBLIC COMMENT:**

Tom Berman, with the Chester County Library, provided a quarterly update on new services available. Kanopy is a new service being offered free to residents via a downloadable app. It is a free streaming service that offers a wide variety of world/international films. In addition "Maker in Residence" features local artist Megan Greenholt. Open hours are posted on the Library's website, and interested persons can watch Meghan or create with her as she turns onion skins into textiles. Additionally, Meghan will be hosting a 90-minute workshop for

Juneteenth where she will create indigo dyes and pattern fabrics based on the practice of contemporary African artists.

**CONSENT AGENDA:**

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

- Approval of April 12, 2023, Minutes
- Resolution 2023-24 Disposition of Media

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

**BUSINESS:**

**1. Adoption of Stormwater Management Ordinance**

Mr. Tupper reviewed his Memorandum dated April 26, 2023. Pursuant to PA Act 167, all Chester County municipalities are required to adopt a stormwater ordinance that is consistent with the County's Model Ordinance. While the Township already has a stormwater ordinance, SSM has reviewed and modified it to incorporate required revisions.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to adopt the revised Stormwater Management Ordinance in its entirety. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**2. Resolution 2023-25 Amended General Fees**

Mr. Greenawalt reviewed his Memorandum dated April 21, 2023, recommending changes to the fees for construction permits and rental inspection-related activities to capture the Township's actual costs associated with said activities. After brief discussion, the matter was tabled to provide an opportunity to clarify some of the recommended changes.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to table the matter of Resolution 2023-25 Amended General Fees. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**3. Approval of Special Event Permit and Road Closure – Chrissy's Run**

Mr. Culp advised that St. Paul's Episcopal Church is requesting the closure of Valley Creek Boulevard to conduct the 6th annual Chrissy's Run for Hope.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to authorize the temporary closure of Valley Creek Boulevard, in both directions, between East Lincoln Highway and Swedesford Road on Saturday, June 3, 2023, from 8:00 a.m. – 12:00 p.m. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**4. Appointment of Assistant Zoning Officer**

Ms. Keller reviewed her April 21, 2023, Memorandum.

Mr. Kumbhardare made a motion, seconded by Ms. Santalucia, to appoint Todd Greenawalt to the position of Assistant Zoning Officer. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**5. Award of Bid for Demolition of Equipment at Meadowbrook Manor**

Mr. Culp confirmed that the winning bid of \$36,000 includes demolition of the tennis courts and playground equipment, removal of all debris, and reseeding of the area.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to award the bid for the demolition of the Meadowbrook Manor Park Tennis Courts and Playground Equipment to Eagle Contracting Inc. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**6. Approval of Extension of Agricultural Lease at Exton Park**

Ms. Gural-Bear introduced Jeffrey Mitchell, Lancaster County organic farmer, who has been leasing land at Exton Park from the Township and farming the land using organic methods. Mr. Mitchell has been leasing the land from the Township since 2008 but has actually been farming multiple areas in and around Exton Park since 1983. Mr. Mitchell thanked the Board for the opportunity explaining his personal connection to the land formerly owned by Church Farm School. Mr. Kumbhardare said the Township may be interested in some type of community farming programs/projects in the future. Mr. Mitchell said he would be happy to discuss any options.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve the Agricultural Lease between the Township and Jeffrey Mitchell for the purpose of farming land, totaling 159 acres, situated in and near Exton Park and to allow for an automatic annual renewal unless either party gives notice to terminate the lease. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**7. Authorization to Request Bids for the Construction of the Pathway to the Dog Park in Exton Park**

Mr. Culp advised that an ADA-approved pathway to the new dog park at Exton Park is needed before the dog park can open to the public. It is hoped to have this completed by the end of June. The amount budgeted for this project is \$30,000.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to authorize requesting Bids to construct the pathway to the Exton Park dog park on PennBid. The 2023 Parks Capital Improvement budgeted amount for this project is \$30,000.00. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**8. Approval of Township Payment Report for April 26, 2023**

Staff provided answers to Board members' questions.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve the Township Payment Report for April 26, 2023. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

**9. March Financial Report**

Ms. Partridge advised that the General Fund for the first quarter of 2023 was running to budget in the 20+ percentile for both revenue and expenses. While revenues are down slightly, she explained that this was anticipated when the 2023 budget was prepared. She added that some of the revenue figures could be the result of a timing issue (when the revenue is actually received). Ms. Gural-Bear noted that changes in rental units will now be reported monthly to Keystone for more accurate Earned Income Tax numbers.

**10. Township Commission Updates from Board Liaisons**

Mr. Kumbhardare reported that the Planning Commission reviewed a Sketch Plan for a proposed car wash to be located along Route 100 near Rockland Drive, as well as proposed amendments to the Zoning Ordinance.

All Board members reported on the recent PSATS Conference held in Hershey. Ms. Santalucia attended sessions on Active Shooter, Smooth Transitions, and EMS Services. Mr. Dunn reported on a session given by Solicitors Kilkenny and Baumler on Zoning Enforcement and Codes, as well as attendance at a session for EV charging stations and proposed ordinances for same. Mr. Kumbhardare noted that PSATS was a good learning event with sessions on Policing, Zoning, Active Shooter, and EV charging. In addition, Township Staff John Weller and Justin Smiley gave an excellent presentation on Suburbs.

**11. Staff Updates**

Ms. Gural-Bear advised that she and Wyatt Williams attended an information session given by Delaware Valley Regional Center currently working with municipalities in Southeastern Pennsylvania on a large infrastructure grant for EV chargers. DVRC is asking each municipality to identify two locations for proposed charging stations. For West Whiteland, Ms. Gural-Bear said the recommended locations would likely be Exton Park and the Township Building.

In response to a question from Ms. Santalucia, Chief Benson confirmed that the West Whiteland Police Department works closely with all of the schools in the Township on Active Shooter drills, procedures, and recommended practices.

Chief Benson advised of the annual trainings recently completed by West Whiteland Officers, noting that training is always ongoing.

Board of Supervisors  
Minutes of the second April Meeting  
April 26, 2023

**ADJOURNMENT**

The meeting adjourned at approximately 7:15 p.m.

Respectfully submitted,



Pam Gural-Bear  
Recording Secretary