



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the second June Meeting

June 28, 2023

1. Call to Order

Chairman Brian Dunn called to order the second June 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
Matthew Deceder, Police Captain
Caroline Partridge, Finance Director
John Weller, Planning & Zoning Director
Justin Smiley, Capital & Special Projects Mgr.
Ed Culp, Interim Public Works Director
Alex Baumler, Solicitor

ANNOUNCEMENTS:

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

The Township Building will be closed on Tuesday, July 4th for Independence Day.

Join us on Saturday, July 15th for Exton Park Community Day beginning at 4:00 p.m.; Dirty Dance Band takes the stage at 7:30 p.m. followed by fireworks at 9:30 p.m.

The Trash and Recycling pickup day will be Wednesday next week due to the Independence Day holiday.

PUBLIC COMMENT:

None.

CONSENT AGENDA:

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

- Approval of June 14, 2023, Minutes
- Resolution 2023-31 Disposition of Media

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

BUSINESS:

1. Munis Implementation and ARPA Funds Budget Update

Ms. Partridge provided an update on the Munis software implementation noting that Tyler Technologies has built out the site and is working in the modules to get the system up and running. With new staff members in the Finance Department, additional training hours will be needed. Tyler has quoted 180 hours at a reduced rate of \$100/hr. Ms. Partridge estimated only about 50 hours will be needed, and the Township will only be billed for the hours used. In response to a question from Mr. Kumbhardare, Ms. Partridge confirmed that the training sessions can be recorded and used as a training tool for others.

Providing an update on the ARPA Funds Budget, Ms. Partridge said \$2.1 million has been received, of which \$60,000 was spent in 2021 and \$107,000 was spent in 2022. If all projects move forward in 2023, \$400,000 will be spent in 2023 including the additional training hours for Munis implementation. Ms. Partridge confirmed that no portion of the money received falls into the category of funding being recalled by the Federal government as a result of the Debt Ceiling negotiations and settlement.

2. Award of Greentree Lane Stormwater Basin Project

Mr. Smiley advised that the Township received 9 bids, many of which were overbudget. The project is being funded by a Water Quality Improvements grant received from the Pennsylvania DEP, and has a completion date requirement of October 15, due to previous extensions already received.

The grant totals \$223,325 of which \$77,600 is for engineering design services, leaving \$145,725 for construction costs. The winning bid is \$199,884. Mr. Kumbhardare asked where the difference (approximately \$50,000) will come from. Mr. Smiley said the potential contractor is willing to negotiate some line items (such as soil hauling and plantings).

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to award the bid for the Green Tree Lane – Storm Water Basin Project to Site Preparations, LLC at a cost of \$199,884.92. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

3. Approval of Ship Road Couplet Detour – Southbound Ship Rd.

Mr. Smiley reviewed his June 23, 2023, Memorandum and presented a map of the proposed detour for southbound traffic on Ship Road to use Swedesford Road as a detour for one-two weeks during the construction of the north leg of the Ship Road Couplet. Following approval by the Board, the proposed detour will need additional approval from PennDOT to use Pottstown Pike and Lincoln Highway. Advance notice (45 days prior to lane closure) will be provided to all residents, businesses, and institutions.

Mr. Smiley advised that the Township's Emergency Services Coordinator and the Police Department have reviewed the detour and have no comments. Additionally, since this detour will occur during the school year and impact school bus routes, both SS. Philip and James Church and West Chester Area School District have been contacted and have no comments at this time.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve the Ship Road Detour Plan for Ship Road southbound traffic and for the use of Swedesford Road as part of the detour route as presented this evening. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

4. Final Financial Security Closeout Release – A Storage Depot

Because the final invoice has not yet been paid by the developer, the Board chose to table this matter until payment is made.

Mr. Kumbhardare made a motion to table approval of the final escrow release in the amount of \$481,363.30, and the authorization of the Township Manager to execute the Certificate of Completion releasing the balance of the Three Kays Storage II, LLC escrow account. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

5. Award of Sale of the 2016 Ford Explorer

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to award the sale of the 2016 Ford Explorer (as-is condition) in the amount of \$15,300 to the highest bidder. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

6. Approval of Township Payment Report for June 28, 2023

Staff answered Board members' questions regarding specific payments.

Ms. Santalucia made a motion, seconded by Mr. Kumbhardare, to approve the Township Payment Report for June 28, 2023. Mr. Dunn called for public comment, and there were none. The motion was unanimously approved.

7. May Financial Report

Ms. Partridge reported that revenue is picking up with slight increases in Earned Income Tax, and all expenses are within budget.

8. Township Commission Updates from Board Liaisons

Ms. Santalucia and Mr. Dunn attended the CATO conference where Mr. Weller gave a great presentation on development.

The Planning Commission reviewed a revised Sketch Plan for residential development of the Weston property. This latest plan reduces density and preserves numerous historic resources

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on the site, but will require a Zoning Ordinance amendment to allow residential (R-1) in the currently zoned Office/Laboratory (O/L) district.

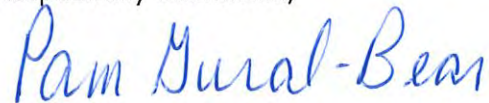
9. Staff Updates

Mr. Culp and Ms. Gural-Bear thanked the Public Works team for their hard work and coordination with the Police and Fire Department to clean up after the recent storms.

ADJOURNMENT

The meeting adjourned at approximately 7:35 p.m.

Respectfully submitted,



Pam Gural-Bear
Recording Secretary