



**WEST WHITELAND TOWNSHIP
BOARD OF SUPERVISORS**

BUSINESS MEETING

Minutes of the First October Meeting

October 13, 2021

1. Call to Order

Chairman Rajesh Kumbhardare called to order the first October meeting at 6:34 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
Joshua Anderson, Supervisor
Mimi Gleason, Township Manager
Pam Gural-Bear, Asst. Township Manager
Ted Otteni, Public Works Director
Ed Culp, Asst. Public Works Director
John Weller, Planning Director
Marie Guarnere, Codes Director
Lee Benson, Police Chief
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, and litigation.

The Board thanked Friends of the Parks, Chester County, Township Staff and Police, Uwchlan Ambulance and West Whiteland Fire Company for their hard work in making Community Day a big success.

PUBLIC COMMENT:

Resident Sean Thomas noted that there are no superchargers for electric vehicles in the area and suggested possible sites such as the Exton Train Station and Boot Road Park. While there are charging stations at the Township building, they can take 5-8 hours for a full charge depending on the vehicle. A supercharger allows a full charge within 25-30 minutes. Mr. Thomas also suggested a designated parking spot outfitted with a security camera to provide a "safe spot" for people to meet to conduct exchanges of online selling.

Mr. Kumbhardare said the Township does have a master plan for transitioning the community to clean energy, and will look into grants, etc. for superchargers, but because of the cost, felt it would be more productive to look to commercial developers to add superchargers to their development plans as they come before the Township for review. The Township Planning

Commission has already begun suggesting to developers that they incorporate clean energy measures into their plans.

HEARINGS & PLANS:

1. Ship Run Preliminary/Final Land Development Plan for 95 Single-family Detached Homes on Lincoln Hwy Near Ship Road

Applicant Joseph Behrle, Attorney Alyson Zarro, and project engineer Dave Gibbons were in attendance.

Mr. Weller provided background on the land development plan to construct 95 single-family homes on individual lots on the vacant southern part of the Laborers' Training campus at 500 E. Lincoln Highway. Conditional use approval was granted in February of this year. The Planning Commission reviewed the land development plan on April 6 and again on June 1 when it issued a motion recommending Board approval with conditions.

Ms. Zarro said the Applicant will comply with the consultants' most recent reviews. Mr. Gibbons then reviewed the four requested waivers regarding stormwater infiltration, disturbance within riparian buffer zones, curb radius, and plan sheet size.

Regarding the 14 recommended conditions of approval listed in Mr. Weller's memorandum dated October 8, 2021, Ms. Zarro confirmed that the Applicant will comply, but requested that condition #9 regarding additional traffic calming measures before acceptance of dedication of roads be clarified to exclude road re-alignment. Mr. Otteni and Board members agreed.

Responding to a concern of Ms. Santalucia, Ms. Zarro confirmed that the HOA documents and any easements will clearly restrict open space, which includes a pipeline easement, from any permanent structures or plantings. Mr. Gibbons described the stormwater basins and the easements provided to Laborer's Training and the Township to do any needed stormwater work. Mr. Gibbons also confirmed that there will be no construction within the stream area.

Regarding placement of mailboxes, Mr. Gibbons said that is yet to be determined, but will reach out to the Post Office to see what they require.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to approve the "Preliminary/Final Subdivision & Land Development Plan of Ship Run" as depicted on the 41-sheet plan set prepared by D.L. Howell & Associates, Inc. dated March 4, 2021 and most recently revised September 17, 2021 ("Plan"), subject to the fourteen (14) waivers and conditions in John Weller's memo dated October 8, 2021, with the modification to condition #9 to read as follows: "*Prior to Township acceptance of dedication of any roads, the Township shall determine whether traffic calming measures in addition to those shown on the Plan are needed upon said roads in the interest of public safety. The Applicant shall be required to construct such measures **(excluding road re-alignment)** prior to the Township accepting dedication, pursuant to comment #8 of the McMahon associates review dated October 5, 2021.*" Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

Mr. Kumbhardare thanked Mr. Weller and the Planning Commission members for their hard work on this project, noting that it has been a long process.

2. Ship Run Highway Occupancy Permit Condition Statement

Mr. Otteni explained that the Ship Run Development includes a new road that will intersect with Ship Road and Lincoln Highway. Because these are state roads, PennDOT requires the developer to submit a Highway Occupancy Permit for construction and a Highway Occupancy Permit Condition Statement or transfer of driveway permit to municipality upon dedication. The Condition Statement ensures that once the new road is dedicated to the Township, the Township will take over the permit.

Mr. Anderson made a motion, seconded by Ms. Santalucia, to authorize the Township Manager to sign the PennDOT-required Highway Occupancy Permit Condition Statement, in conjunction with the Ship Run development. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

3. Ship Road Couplet Transportation Improvements Agreement

Mr. Weller reviewed his October 8, 2021, Memorandum and explained that the developer of the southern part of the Laborers' Training campus (Ship Run) and the developer of the previous Entenmann's bakery site (690 East Lincoln Associates) have committed to building the southern leg of the Ship Road Couplet as shown in the Township's Transportation Capital Improvements Plan, provided they could use the transportation impact fee funds due to the Township from the projects. 690 East Lincoln Associates will build the Couplet and will receive Ship Run's impact fee toward the costs. The proposed Agreement documents this understanding.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to authorize the Township Manager to execute a Transportation Improvements Agreement with 690 East Lincoln Associates, LLC; SFA Developers, LLC; and Ship Run Developers, LLC pursuant to the construction of improvements to the intersection of E. Lincoln Hwy. and Ship Rd., commonly known as the "Ship Road Couplet." Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

CONSENT AGENDA:

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

- Minutes of September 22, 2021
- Resolution 2021-42 Disposition of Media

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

BUSINESS:

1. Adoption of Bank Loan Refunding Ordinance No. 464

Chris Bamber of PFM Financial Advisors and Helen Mountain, Bond Counsel from Lamb McErlane, were in attendance. On August 11, the Board provided authorization to proceed with a dual track 2016 bond refunding process that included a comparison of debt service savings from bank loans versus a bond refunding. Mr. Bamber said the results of the bank loan RFP process were more advantageous to the Township. Given the favorable rates of the bank loan combined with the current instability in the bond market, PFM recommended accepting the RFP from ACNB with a fixed interest cost of 1.08%. The estimated net savings over the life of the loan is \$143,000. In comparison, savings in the bond market would be under \$100,000.

Ms. Mountain then reviewed the proposed Ordinance which is in compliance with all laws and follows the advertisement requirements of the Debt Act. The expected closing date is November 17, 2021.

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve Ordinance #464 allowing the Township to incur debt through the issuance of a bank loan to refund the Series of 2016 Bonds and pay the costs of issuance. A roll call vote was taken as required:

<u>NAME</u>	<u>VOTE</u>
Theresa Santalucia	aye
Joshua Anderson	aye
Rajesh Kumbhardare	aye

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

2. Adoption of Delinquent Real Estate Tax Collection Ordinance No. 465 & Resolution No. 2021-43

Ms. Santalucia made a motion, seconded by Mr. Anderson, to approve Ordinance #465 amending Chapter 74, Articles II and III, Sections 74-2 through 74-6, Resolution #2021-43, and the amended agreement with Portnoff Law Associates related to the collection of delinquent real estate tax, and to authorize the Township Manager to execute the amended agreement. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

3. Authorization to Sell Utility Trucks

Mr. Anderson made a motion, seconded by Ms. Santalucia, to authorize the sale of the vehicles, approved for advertising on September 8, 2021, at the bid prices listed in the Memorandum from Kimberly Pelcin dated October 6, 2021.

- 2011 GMC Sierra 3500 (VIN 1GD322CL4BF21031) Winning Bid: \$35,100, Next Bid \$35,000
- 2011 GMC Sierra 3500 (VIN 1GD322CL0BF219254) Winning Bid: \$25,600, Next Bid: \$25,500

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

4. Appointment of Emergency Management Coordinator

Mr. Anderson made a motion, seconded by Ms. Santalucia, to appoint Marie Guarnere as Emergency Management Coordinator and Bud Turner as Deputy Emergency Management Coordinator. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

5. 2022 Budget Discussion:

a. Technology, in Fund 70 (network) and Dept Budgets via Tech Plan

Ms. Gural-Bear presented highlights for 2022 which include one new full time IT employee and a proposed conversion of all documents from paper to electronic. The conversion will be a one-time cost of \$151,000 (paid with ARPA funds) with no continuing annual costs. A \$12,000 increase in employee training is proposed as well as a security operation center with 24/7 monitoring, multi-factor authentication, and password vault. While existing recovery strategy and procedures are in place, a written "Business Continuity Plan" is proposed that can be accessed by all employees remotely, if needed.

b. Police Dept

Chief Benson highlighted 2021 accomplishments including re-accreditation by PLEAC, the addition of License Plate Technology, police training, completion of Motor Carrier Safety Assistance Program (MCSAP) training by one Officer, and one Sergeant completing the Penn State Police Officer Executive Development Program (POLEX).

The 2022 budget proposes a \$13,000/year consultant fee to assist with maintaining accreditation status as the process becomes increasingly more complicated, more public engagement to build relationships and trust, and traffic safety 24/7 patrolling. Also proposed is an increase of one new Sergeant to supervise the Traffic Unit who would both oversee and participate, new Evidence Tracker software, and the purchase of hybrid cars to save fuel costs.

c. Roads, including General Fund and Liquid Fuels Fund

Mr. Otteni noted a challenge in 2021 was the large turnover in Public Works staff. In addition to the planned projects for 2021, Mr. Otteni pointed out that the Department also improved the site distance at Whiteland Woods Boulevard and made improvements to Shoen Road, addressing resident concerns.

Goals for next year include construction of drainage improvements and working with residents to identify drainage issues. Several roads will be repaved at little cost to the Township because of coordination with Aqua's water main replacement project. Mr. Otteni said the 2022 budget is basically flat from last year with an extra \$15,000 proposed for contracted services for tree removal of numerous dying Ash trees, and new curb forms at \$9,000/set.

d. Equipment Replacement, including Fund 50 and Liquid Fuels Fund

Equipment scheduled for replacement include a utility truck (sign truck with a crane on the back to reset sign posts), a new tractor, grasshopper and boom mowers, and an 8-ton roller. Mr. Culp suggested the large dump truck proposed for 2023 be ordered as soon as possible due to very long lag time to ensure delivery by 2023. That truck will not be included in the 2022 budget, but the Board will be apprised if delivery exceeds expectations and payment is needed in 2022 and the budget can be amended if necessary. Board members agreed.

6. Approval of Township Payment Report (formerly "Warrant Report")

Mr. Anderson made a motion, seconded by Ms. Santalucia, to approve the Warrant Report for October 13, 2021. Mr. Kumbhardare called for public comment, and there were none. The motion was unanimously approved.

7. Township Commission Updates from Board Liaisons

Friends of the Parks will host a winter craft fair (indoor and outdoor) on November 13 from 10:00 a.m. – 2:00 p.m.

Ms. Santalucia advised that the Recorder of Deeds will hold be hosting a breakfast at the Laborer's Training Center on November 12 for area veterans to connect with resources available to them in the area.

Mr. Kumbhardare reported on the Neighborhood University session held at the Chester County Public Safety Training Facility. Demonstrations of police vehicle stops and rescue efforts were given. Mr. Weller will be the featured speaker at this week's NU session speaking on Transportation and Trail Projects.

Mr. Kumbhardare reported that the Planning Commission reviewed a proposed amendment to the Zoning Ordinance to allow an active adult community on property previously approved as part of the Valley Creek Corporate Center.

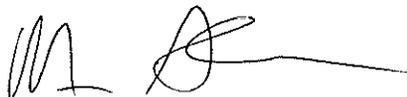
8. Staff Updates

Mr. Weller said a "Community Conversation" has been scheduled for November 17 to present recommendations from the Urban Land Institute for the Exton Crossroads and receive public feedback and ideas.

ADJOURNMENT

The meeting adjourned at approximately 8:38 p.m.

Respectfully submitted,



Mimi Gleason
Recording Secretary