

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown
Monday, July 7, 2014 at 7:30 PM

In attendance were: Chair Carol De Wolf, Vice Chair Mike Di Domenico, Police Commissioner Tom Haws, Township Manager Rob Pingar, Planning & Zoning Director Chris Patriarca, WEGO Police Chief Brenda Bernot, Township Road Engineer Kevin Matson, and Historical Commission Chair Dave Walter. There were 13 guests present.

I. Call to Order

Chairman De Wolf led the Pledge of Allegiance and called the meeting to order at 7:36 PM.

II. Approval of Minutes (Board of Supervisors June 16, 2014)

Mr. Haws stated that he had a correction to the minutes. He wanted the record to reflect that in response to Megan Bruns inquiry about traffic calming on Jacqueline Drive, he had stated that he thought the Township should make the traffic study a priority.

Di Domenico made a motion to approve the June 16, 2014 minutes with the addition to the Public Comment section requested by Mr. Haws. There was no public comment and the motion was approved.

III. Workshop Meeting Summary

Ms. De Wolf summarized the Board's workshop meeting which began at 6pm with six items:

- Street name for Westtown Reserve Loop Road
- 2014 Road Program Bid Results
- Traffic Calming Studies
- On-Lot Inspection Waiver Request for 1084 Edgewood Chase
- Historical Resources listing & ordinance changes
- Historical Commission applicants

Mr. Haws added that the Board discussed the On-Lot Management Program and will provide an update during non-agenda items.

IV. Departmental Reports

A. Building Report – Rob Pingar

In May & June, 33 residential and 2 commercial Certificates of Occupancy were issued, as well as 14 residential and 4 commercial building permits. Two demolition permits were issued: one residential and one commercial. The Township also issued one plumbing permit, a sign permit, and two commercial erosion control permits. In addition, 6 zoning permits were issued for fences and sheds. There were no questions or comments on the building report.

B. Public Works – Mark Gross

Mr. Gross stated that the crew has had several after-hours responses due to downed trees caused by recent storms. They are also working closely with WEGO in moving the radar speed sign around to various locations in the township.

He also mentioned that the wastewater plant is showing its age, with several recent electrical failures. Mr. Gross anticipates a more frequent failure rate of components over the next several years. Mr. Haws asked if Mr. Gross would estimate capital expenditures needed to address the condition of the plant for budgeting purposes. Mr. Gross said he would do so. He added that a new pump for the Pleasant Grove pump station was delivered last week. He stated that pumps last about 5 years, and it takes 16 weeks to manufacture a new pump. The new pump will provide a backup for when the next pump fails.

They have been cycling the large salt and plow trucks through inspections and repairs.

Future projects include the Kirkwood stormwater pipe replacement, and the Thorne Drive storm drain. In addition they will be preparing roads for the 2014 Road Program repairs and line painting.

Mr. Haws asked if the road crew had summer help this year. Mr. Gross stated that he has two part time summer helpers, but are working with a thin crew due to one employee being out on long term disability with a shoulder injury. Once they go back to school this fall, he will need to address labor issues.

There were no other questions or comments.

C. Planning Commission – Rob Pingar

Planning Commission member, Elaine Adler, was not able to attend tonight's meeting so Mr. Pingar provided the reported on the June 18 Planning Commission meeting. The PC discussed the Bozutto Conditional Use Application.

Under new business, the PC discussed the Thomas two lot subdivision on Chateau Drive. There were still a number of technical items that need to be addressed so they will be returning before the PC at a later date.

Tom Comitta was present to provide general information on planning, community, and fiscal analysis associated with development projects. The presentation was similar to the one Al Frederico gave several weeks ago on traffic, and was provided in order to assist the commission with evaluating conditional use applications such as Bozutto.

Sometime next month, the PC expects to hear from John Snook of the Brandywine Conservancy to discuss the Bozutto Conditional Use application.

There were no questions or comments.

D. Historical Commission – Dave Walter

Dave reported that the commission is looking to expand from 5 to 7 members and encouraged the Board to approve the appointment of the two members considered during their workshop.

He stated that he will be presenting the Historical Commission's recommendations regarding the Bozutto development tomorrow during the hearing. On Wednesday, they will be presenting the same recommendations to the Planning Commission. Also on Wednesday, Dave will be meeting with the owner of 1730 ruins of the Huey house to discuss options for stabilizing the ruins.

In accordance with their function, the HC has prepared a listing of historic resources in the township, and made recommendations for changes to township code.

Mr. Walter announced that the Westtown School has agreed to host a walking tour again this fall. He also stated that a professor from WCU wrote a paper about the Taylor Burial Grounds.

Tom informed Mr. Walter that the HC recommendations have already been submitted as part of the record tomorrow's hearing.

There were no other questions.

IV. Public Comment Non-Agenda Items

Mr. Di Domenico showed a map depicting the residents in Phase I of the On-Lot Management Program who have completed their inspections. The numbers are fairly low at this point.

Kathy Di Domenico, 1530 Woodland Road, asked if the map could be sent on the listserv or posted on the website. Ms. De Wolf stated that she wasn't in favor of the idea. Mr. Pingar stated that mailings have gone out and that a follow up letter will go out in August. Mrs. Di Domenico then asked if she could knock on neighbor's doors to get the word out. Ms. De Wolf stated that it would not be appropriate for anyone other than the Township Manager, the On Lot Program Coordinator, or a Supervisor to knock on doors, but maintained that is not the approach the Board wants to take at this point. Mr. Haws agreed, stating that the ordinance covers compliance issues.

Megan Bruns, 4 Jacqueline Drive, stated she is in Phase 4, but knows of a neighbor that already had the inspection done, and wondered whether her neighbor will have to do it again. Mr. Haws indicated that residents in all phases can submit their inspections at any time.

Janice Oakey, 10 Jacqueline Drive, said she had a new system put in last October. Mr. Haws stated that there is an exemption period specified in the ordinance. As long as the new system was installed within that window, then an additional inspection is not required. She also suggested some kind of public service announcement about the inspection deadline would be helpful. Mr. Pingar said he would look into getting it up on the electronic billboard.

Ken Lawson, 904 Shetland Court, Chadds Ford, asked about the Bozutto Conditional Use hearing tomorrow. Mr. Haws responded that the purpose of the hearing tomorrow is to present testimony for the record. If there is still time during that hearing, then there will be an opportunity for public testimony. Mr. Lawson asked if he could bring a handout or make a presentation at the hearing. Ms. De Wolf said that would be a question for the solicitor. Mr. Pingar added that only those with party status could testify.

Matt Holiday, Chief of Staff for State Representative Dan Truitt, introduced himself. Due to recent redistricting, Westtown Township will be joining the 156th legislative district in December and Rep. Truitt would like to show his support by having a member of staff attend township meetings to better understand the issues going on in the township. He offered his services and announced an event at East Goshen for a Free Market this Saturday at the East Goshen Township Park. Mr. Haws stated his opposition to unfunded state mandates, such as the on-lot management program, and prevailing wages.

Megan Bruns re-approached the podium, and asked about the Bozutto hearing tomorrow. She asked if the April 9, 2014 PC minutes, when representatives of the SCOWT were invited to speak, could be submitted to the record. Ms. De Wolf said she did not think those minutes could be included and that comments have to be made during a hearing as part of the testimony. Mr. Pingar added clarification between public comment and testimony. Testimony would come from those with party status, which will be determined at the hearing.

There was no other public comment on non-agenda items.

V. **Old Business**

A. **Westtown Reserve Escrow Release No. 3**

Mr. Di Domenico made a motion to approve the release of \$15,707.57 directly to the township for reimbursement of engineering fees, leaving a balance of \$792,345.82.

Mr. Haws seconded the motion. There was no public comment and the motion was approved.

VI. **New Business**

A. **PMRS Pension Ordinance 2014-1**

Mr. Di Domenico made a motion to approve the PMRS Ordinance amendment to repeal Ordinance 2005-5 and replace it with Ordinance 2014-1, pursuant to the amended Pennsylvania Municipal Retirement Law, in consideration of Westtown Township being a member of the Pennsylvania Municipal Retirement System (PMRS). Mr. Haws seconded the motion. There was no public comment and the motion was approved.

B. **2014 Road Bid Award**

Ms. DeWolf reviewed the bid results of the 2014 Road Maintenance Bid. There were four bidders, with the lowest responsible bid coming from Innovative Construction Services. Mr. Di Domenico made a motion to approve to accept the Innovative Construction Services base bid of \$558,418.62 and Add-Alternates A & B of \$27,035, for a total of \$585,456.62. Mr. Haws seconded the motion. There was no public comment and the motion was approved.

C. **Traffic Calming Studies**

McCormick Taylor has provided a proposal for traffic calming studies on W. Pleasant Grove Road, Jacqueline Drive, and Shady Grove Way. The proposed cost per study is \$2500. Ms. DeWolf informed those present that the results of these studies would determine if traffic calming is warranted. Then the Board would decide what type of traffic calming measure would be feasible. Kevin Matson thought it would take several weeks to complete each study. Mr. Haws stated that the first step would be for the police to collect the data, and the study may take more time if additional data is required.

Mr. Di Domenico made a motion to authorize McCormick Taylor to study calming devices for Jacqueline Drive, West Pleasant Grove Road, and Shady Grove Way at a cost of \$2500 per study. Mr. Haws seconded the motion.

Janice Oakey, 10 Jacqueline Drive, stated there is a huge increase in traffic during the school year that might not be reflected if the study is completed during the summer months. Mr. Di Domenico stated that the Board is aware of the timing of the study, and indicated that the police have gathered traffic data from April/May when school was in session. Mr. Pingar clarified that a study would determine *if* traffic calming measures are warranted. He wanted it to be clear that it did not mean that some type of device *will* be installed. Mrs. Oakley asked about the studies. Kevin Matson of McCormick Taylor elaborated that study guidelines are published by PennDOT to address volume and speed.

Megan Bruns, 4 Jacqueline Drive, added that she would also like to see the study done during the fall. She questioned the validity of the data gathered by the speed radar signs, stating that she observed cars slowing near the sign and then speeding up once they got past the sign. Mr. Haws informed her that the sign has a stealth mode that collects data even when it is not lit, and that the data from the sign is only one of the components of the study.

Leonard Mammucari, 523 W. Pleasant Grove Road, stated that the police had a speed trap set up on his property, and wondered if the data would be used in the study. Ms. De Wolf asked Kevin Matson if past data would be considered. He stated that it would be. Ms. De Wolf asked Mr. Pingar to make sure any existing traffic data is included in the study.

There was no further public comment and the motion was approved.

D. Authorization to Advertise 2014 Salt and Plowing Bids

Mr. Di Domenico made a motion to authorize the advertisement of the 2014 salt and plowing bids. Mr. Haws seconded the motion. There was no public comment and the motion was approved.

E. Historical Commission Appointment

Mr. Di Domenico made a motion to appoint Pam Boulos and Jonathan Hoope to the Historical Commission. Mr. Haws seconded the motion. There was no public comment and the motion was approved.

F. Announcements

Ms. De Wolf announced the second summer movie night: "Narnia" will be shown at 8:30 pm on Friday, July 25, at Oakbourne Park.

Mr. Haws announced the Bozutto Conditional Use Hearing continuation tomorrow night at 7pm at the Township Building.

VI. Public Comment on All Topics

Ginger Gray, 706 Jacqueline Drive, expressed concern about construction vehicles on Jacqueline Drive going towards WCU. She also stated that the WCU shuttle bus also frequently uses Jacqueline drive. Ms. De Wolf mentioned that she had also witnessed large trucks.

Kathy Di Domenico asked for an update on the website committee and the sewer oversight committee. Mr. Pingar reported that the website committee of 4 people has met and is working on an RFP. They are seeking feedback from the staff on the website.

Regarding the sewer committee, Ms. DeWolf stated that the Board has been dealing with other high priority issues. Mrs. Di Domenico stated she would like to get back to the volunteers for that committee. Ms. DeWolf said the Board and Mr. Pingar would discuss the issue, and communicate with the committee volunteers.

Leonard Mammucari expressed concern about the culvert on Dunvegan Road. Mr. Gross responded that the project plans have been completed, but there are budgetary decisions that need to be made before it can go out to bid. Mr. Mammucari requested that it be cleaned out in the meantime. Mr. Gross stated that he would look at it tomorrow.

Mr. Mammucari also expressed concern about the abandoned property on Dunvegan Road, 2 houses down from the intersection of Pleasant Grove and Dunvegan. Mr. Mammucari has discussed the issue with Chris Patriarca today, but wanted to make the Board aware of the issue.

There was no other public comment.

VII. Payment of Bills

Mr. Di Domenico made a motion to pay the following bills:

June 18, 2014 General Fund of \$1,409.05

July 3, 2014 General Fund of \$199,790.28 and Wastewater Fund of \$24,414.67.

The motion was seconded by Mr. Haws. There was no other public comment and the motion to approve the bills was passed.

VIII. Adjournment

Mr. Di Domenico made a motion to adjourn the meeting, seconded by Mr. Haws. The meeting was adjourned at 9:07 PM.

Respectfully Submitted,
Robert Pingar, P.E.
Township Manager