

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING  
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown  
Monday, February 4, 2013 at 7:30PM

In attendance were: Chairman Thomas Haws, Vice Chair Carol DeWolf, Police Commissioner Charles Barber, Township Manager Robert Layman, Roadmaster Mark Gross, Township Building Inspector John Wilson, and Planning Commission member Dave Walter. There were 7 guests present.

**I. Call to Order**

Chairman Haws called the meeting to order at 7:40PM and led those present in the Pledge of Allegiance.

**II. Approval of Minutes (Board of Supervisors, January 22, 2013)**

Vice Chair DeWolf made a motion to accept the January 22, 2013 meeting minutes as presented, seconded by Mr. Barber. There was no public comment and the motion was approved.

**III. Summary of Board of Supervisors Workshop – February 4, 2013**

Chairman Haws summarized the Supervisor's workshop, which began at 4:15pm this afternoon. The supervisors had six items on their agenda, but were only able to get through three before adjourning for this meeting. They discussed the issues relating to the Westtown School tying into public sewer: their metering system, tapping fees, and the easement required. The Board also discussed the RiteAid/PNC appeal of the ZHB ruling regarding lighting variances. Lighting consultants from both sides will meet to discuss ways to reduce the number of variances required and will present them at the next meeting on March 4, 2013.

In addition, representatives from URS were present to outline their proposal for providing comprehensive engineering services for land development, traffic studies, and wastewater management. Rob Pingar has left McCormick Taylor and is now working for URS.

The Board will reconvene after this meeting to address the remaining items on the workshop agenda: parking restrictions at Coventry Village, phosphorus removal at the wastewater treatment plant, and an update on the status of the selection of a new Chief of Police (Executive session).

There were no questions or comments regarding the workshop.

**IV. Departmental Reports**

**A. Township Building Inspector – John Wilson**

Mr. Wilson reported there were 20 permits issued in January, ten for Certificates of Occupancy, which generated fees of about \$56,000. The \$6.9M Science Building project at Westtown School accounted for approximately \$53,875, with \$8,194 going to the Township and the remaining balance being passed thru to third parties (fees due to the state and other agencies).

There were no questions or comments from the public.

**B. Township Roadmaster – Mark Gross**

Mr. Gross reported on four salting events in January. He also stated they have been working on small equipment maintenance.

At the wastewater treatment plant, the heaters necessary to keep treatment chemicals stable required attention. After comparing the cost of repairs vs. replacement, two new heaters were purchased, to be installed prior to the phosphorus reduction project.

At the Police station, the crew rearranged files and furniture and replaced lights. The police will be billed for this work.

There were no questions or comments from the public.

**C. Township Planning Commission – Dave Walter**

Mr. Walter stated that there are two items on the agenda for the upcoming Planning Commission meeting on Wednesday. One is to begin reviewing the RiteAid/PNC land development plans. He also stated that the Planning Commission expects to resolve a few minor issues such as glare from solar panels and the color of wind turbine blades before approving the draft of the alternative energy systems zoning ordinance.

There were no questions or comments from the public.

**V. Public Comment on Non-Agenda Items**

There were no public comments on non-agenda items.

**VI. Old Business**

**A. Sludge Removal – Sewer Plant**

Ms. DeWolf made a motion to award the two year Sludge Removal contract, with a third year option to Aqua Wastewater Management. The motion was seconded by Mr. Barber.

Mike DiDomenico, 1530 Woodland Road, asked about state revenues for sludge removal and the phosphorus removal. Mr. Haws explained that our sewer revenue covers sludge removal fees. The phosphorus removal is an unfunded mandate by the DEP. No state funds are provided.

There were no additional comments or questions, and the motion to accept the contract was approved.

**B. Phosphorus Removal – Wastewater Treatment Plant**

Mr. Haws explained that the DEP has mandated that the Township decrease phosphorus levels by May 1, 2013. The Board reviewed a proposal from URS for bidding assistance, construction administration, and RPR services for the Phosphorus Reduction System at the Westtown – Chester Creek Wastewater Treatment Plant. The total cost from URS for these engineering services is \$32,400. It is estimated that the actual construction cost will be around \$150,000 to \$200,000. West Goshen Township is challenging this mandate, which may have an impact on our requirement.

Mr. Barber made a motion to approve the URS proposal in the amount of \$32,400 for phosphorus reduction engineering services. The motion was seconded by Ms. DeWolf.

There was no public comment and the motion was passed.

**VII. New Business**

**A. Resolution 2013-4 – Mileage Reimbursement**

Chairman Haws asked for a motion to approve a resolution setting the Township mileage reimbursement rate to the IRS rate. Ms. DeWolf made the motion, seconded by Mr. Barber.

There was no public comment and Resolution 2013-4 was approved.

**B. MS4 Training Announcements**

As part of our MS4 permit compliance, Chairman Haws announced three upcoming training and education awareness sessions sponsored by the Chester-Ridley-Crum Watersheds Association:

Wednesday, 6 March, 2013: OSHA Hazard Communication and Environmental Compliance Training. This session will be held at Ridley Creek State Park from 8:30-10:30AM

Sunday, 10 March, 2013: Restoring Habitat, Landscape Structure and Health in our Watersheds. This session will be held at Penn State Brandywine campus from 2:00-3:30PM.

Sunday, 7 April, 2013: The Flow of History along the Chester, Ridley, and Crum Creeks. This session will be held at the Old Mill in Rose Valley from 2:00-3:30PM.

Mr. Haws stated that the upcoming training sessions will also be advertised on the list serv and in the next Township newsletter. There was no public comment.

**VIII. Public Comments on All Topics**

There was no public comment.

**IX. Payment of Bills**

Ms. DeWolf and Mr. Barber stated they had reviewed the bills and had no questions. Ms. DeWolf made a motion to approve the check register for February 1, 2013. Mr. Barber seconded the motion.

There was no public comment and the motion was approved.

**X. Adjournment**

Mr. Haws called for a motion to adjourn the meeting, which was made by Ms DeWolf and seconded by Mr. Barber. There was no public comment and the meeting was adjourned at 8:05pm.

Respectfully Submitted,

Robert Layman,  
Township Manager