

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING  
STOKES ASSEMBLY HALL 1039 WILMINGTON PIKE  
May 1, 2006, 7:30PM

In attendance were Supervisors Chairman Thomas A. Foster, Vice-Chairman Charles P. Barber and Carol R. De Wolf Police Commissioner; Township Manager Robert Layman; Township Building Inspector John Wilson; Township Roadmaster Mark Gross; Township Planning Commission member Elaine Adler; and Parks Advisory Group Chairman Rob Upton. There were fifteen guests in attendance.

**I. Call to Order.**

As there was a quorum present Chairman Foster called the meeting to order and led those present in the pledge of allegiance.

**II. Approval of Minutes (April 17, 2006 Regular Meeting).**

Mr. Barber made a motion, seconded by Ms. De Wolf, to approve the minutes of the April 17, 2006 regular meeting. Mr. Foster asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the minutes as corrected (Page 3 Section V:A paragraph two add Mr. Foster asked for public comment. There was no public comment. The Board of Supervisors unanimously granted preliminary land development approval for Tract 2004-3 Sharon Bank).

**III. Departmental Reports.**

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

Mr. Wilson reported on the building activity in April. Demolition has been completed on the Westtown School Athletic Building and the renovations started. Mr. Wilson said he has been reviewing permit costs in other Townships and is preparing a report for the Board for consideration of increasing our fees. Mr. Foster stated that in speaking with a local plumber they indicated that Westtown does not require a plumber to show proof that they have a Master Plumbers license when registering in the Township. Mr. Wilson responded that the Township does require that a plumber show proof that he is a Master Plumber or that he has a Master Plumbers license from another jurisdiction.

**B. Township Roadmaster – Mark S. Gross.**

Mr. Gross reviewed the April Road Report. He stated that the Department has been concentrating on inlet and stormwater repairs on the Township roads that will be resurfaced this year. The Wickerton Drive open space has been cleaned up and the resident who has been dumping on the site has been contacted. Mr. Gross has been working with URS providing them with digital mapping from our GIS system for help with their I & I study. A capacity study is also being done for the Kirkwood Pumping Station. Mr. Gross stated that there has been increased sludge hauling at the Westtown-Chester Creek plant and part of the reason for this is the need to drain a tank to do an air feed line repair. Ms. De Wolf asked Mr. Gross to provide her with information on the amount of sludge hauled in the past few years. Ms. De Wolf asked Mr. Gross if he had information on recent I & I studies in the Township. She stated URS has presented a proposal for I & I inspections as part of the engineering studies for public sewer and this information would be helpful in determining the cost of the project. Mr. Gross advised Ms. De Wolf that he has a list of what has been done in the past five years and American Water Company has tapes of the studies. Mr. Foster asked when the intersection of Westbourne Road and Route 926 would be paved. Mr. Gross stated that the paving is to be done by Alan Myers, contractor for the School District, with PennDOT overseeing the project. The paving should be done in the near future.

**C. Township Planning Commission – Elaine Adler.**

Mrs. Adler stated that the April 19, 2006 Planning Commission Meeting had been canceled. She stated at this week's meeting the Commission will review the revisions to the Commission's By Laws, continue discussion of the fencing of retention ponds, and if the plans are received a review of the Conditional Use Application for Commerce Bank. Mrs. Adler stated if Commerce Bank has not settled its issues with the Westtown Business Center's Homeowners Association they will not be attending the meeting and will need to ask for an extension of plan review. The issues include a new entrance off of West Chester Pike, internal circulation, and loss of parking spaces in the common area of the Business Center, and are the same concerns addressed in the Township Engineer's review of the project.

**D. Parks Advisory Group – Rob Upton.**

Ray Sachs, Town & County Planning, was in attendance at the meeting.

Mr. Upton stated that Mr. Sachs made a presentation to Parks Advisory at its April 18<sup>th</sup> meeting concerning a proposal for trail planning that he will be doing for Thornbury Chester County. Thornbury will be applying for grant funding through the County and Mr. Sachs would like to give Westtown the opportunity to be included in the plan proposal. Mr. Upton stated with grant funding, the cost to Westtown for the trail planning would be less than \$5,000. He also stated that Westtown residents indicated in the recreational survey done for the Township's Growth Management Plan that their number one request was for walking and bikes trails throughout the Township. Mr. Upton said Parks Advisory is recommending that the Board of Supervisors enter into the agreement as is Thornbury. He also stated once the plan is completed the Township could implement the plan through State funding.

Ms. De Wolf asked Mr. Sachs what would be the total cost of the study. Mr. Sachs responded that the cost would be approximately \$40,000 for Westtown and \$20,000 for Thornbury. He stated if Westtown is involved, the County would pay 90% of the cost leaving a net cost to Westtown of approximately \$4,000. Westtown's cost is higher because there are three times as many roads in Westtown and more involved planning for the walking and bike trails. Ms. De Wolf stated that the Township has already identified some areas of the Township for trails. What she would like to see, and what was not in the Growth Management Plan, is a bike/walking trail on S. New Street from West Chester University, through Crebilly, into Thornbury Township. Ms. De Wolf asked what Mr. Sachs would be doing other than an inventory of the trails. He stated that he would be looking at connections to other community's trails, and measuring road cart ways for bike trails. Ms. De Wolf stated she is hesitant to spend money on planning, unless we are committed to implementing the plan. Mr. Upton said the Township has a better chance for State and Federal funds to implement the plan if the Township is involved with other communities. Ms. De Wolf asked if there was money in the Parks budget that could be used toward the planning. Mr. Layman responded that there is \$10,000 in the park budget. Mr. Sachs stated that Thornbury has deferred its acceptance of the proposal until the end of May to give Westtown a chance to join in the proposal. Ms. De Wolf stated that she is interested in trail planning but would like to see another cost estimate and an RFP. Mr. Barber stated as Crebilly would be included in the trail planning he feels the Township should not make a decision at this time. Mr. Foster expressed his concern that the Township has a history of planning trails but not moving forward with implementation of the plans. Mr. Foster said he would like to know that it would be feasible for the Township to implement the plan before he could approve the proposal. Mr. Sachs said part of the planning process would be to show how the plan could be implemented by prioritizing what needs to be done and where to apply for grant funding. Mr. Layman advised Mr. Sachs that he has heard the Boards comments and the level of their interest. He advised Mr. Sachs to come back to the Board with a formal proposal for their consideration.

**IV. Public Comment Non-Agenda Items.**

Jeff House, 1012 Russell Lane, commented that residents who walk and ride bikes are a silent majority. They are not vocal but would appreciate more areas for walking and biking in the area. He stated that the walking path around the new high school comes out on Shiloh Road at a location dangerous for crossing over to the Plumy Development. There is a sidewalk on the east side of Shiloh Road which has been improved by adding handicapped access to the steps. He asked that when planning the trails connections would be made in a safer manner.

Alice Calvert, 926 Hunt Drive, asked if Shiloh Road will be re-paved from Hunt Drive to Little Shiloh Road before the high school is opened. She also asked when the dangerous sections of Shiloh Road will be improved and requested a three way stop sign at Hunt Drive and Shiloh. Mr. Foster responded that the Township would rather wait to repave Shiloh Road as public sewer is scheduled to be installed in two years time. He also stated that the Township is looking at traffic calming on Shiloh Road. Ms. De Wolf said the Township does have funds to do improvements on parts of Shiloh Road but do not want to encourage more speeding on Shiloh Road by taking out the humps. Mr. Foster said the first improvement will be to correct the stormwater drainage to alleviate the winter icing conditions on Shiloh Road. Mr. Layman said the Township is looking at ways to improve Shiloh Road without making it a drag strip. The installation of a three way stop sign at Hunt Drive and Shiloh Road is also under review.

**V. Old Business.**

There was no old business before the Board.

**VI. New Business.**

**A. Approve Escrow Release No. 18 Tract 2002-8 SS. Simon & Jude in The Amount of \$55,517.55.**

Mr. Foster stated that the Township Engineer has reviewed the escrow and recommends approval. Mr. Foster said it is his understanding that there is an outstanding issue with the construction that needs to be resolved.

Jim Mazeika, Engineer for SS. Simon and Jude, stated that the final plan shows a railing and walkway along the emergency access drive that goes from the Rectory to the lower level of the new church. The emergency access was required by the Township Fire Marshal but Mr. Mazeika stated the applicant is not sure why the railing and walkway were on the plan. At the present time the lower level is not occupied and only used for storage. Mr. Mazeika stated he feels this could be a hazard if residents are using the walkway at the same time as emergency vehicles. The emergency access is chained off except for emergencies. Mr. Mazeika said he was advised by the Township Engineer to address this with the Planning Commission which has recommended the walkway be eliminated. Mrs. Adler said when the plan was first submitted there was no emergency vehicle access to the lower level. Both the Planning Commission and the Fire Marshal required that that emergency vehicle access be provided but SS. Simon & Jude added the walkway to the plan. She stated that both the Planning Commission members and the Fire Marshal made a site visit and recommended in a memo to the Township Manager, dated March 6<sup>th</sup>, 2006, that the walkway should be eliminated. There were concerns that the railing would cause problems and that the slope is too steep for handicapped access. Mr. Foster asked what could be done about emergency access if there is a change in use in the lower level where public functions would be held. Mrs. Adler said this would be the time to address changes in the emergency access.

Ms. De Wolf, made a motion, seconded by Mr. Barber, to approve elimination of the walkway, stripping, and metal railing along the emergency access drive. Mr. Foster asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the motion.

Ms. De Wolf made a motion, seconded by Mr. Barber to approve escrow release No.18 Tract 2002-8 SS. Simon & Jude in the amount of \$55, 517.55. Mr. Foster asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the escrow release.

Kevin Flynn, Planning Commission Chairman, said it was his understanding that all plans now must be submitted electronically. He stated that this is not being done. Ms. De Wolf said that this was discussed and recommended several years ago. Mrs. Adler stated the Township did not have the necessary software to accept submissions. There was no research done on the cost of the equipment and the training that would be necessary to handle the submissions. Mr. Foster asked that this issue be reviewed for cost and possible implementation.

Mr. Mazeika was advised that he must submit an as built plan to the Township showing the elimination of the walkway.

**B. Approve Execution of Sewage Management and Municipal Oversight Agreement with Westtown School.**

Timothy Barnard, Solicitor, Robert Connolly, Business Manager and Phil Genter, Facilities Manger for Westtown School were in attendance at the meeting.

Mr. Barnard reviewed the Sewage Management and Municipal Oversight Agreement with the Board of Supervisors. The agreement is for the pumping station which will convey sewage from the new faculty housing on Westtown Road. Mr. Foster said the Board has reviewed and understands the agreement.

Ms. De Wolf said if the Board so desired she will recuse herself from voting as her children attend Westtown School. Mr. Foster responded that was not necessary.

Mr. Barber made a motion, seconded by Ms. De Wolf to approve execution of the Sewage Maintenance and Oversight Agreement with Westtown School. Mr. Foster asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the Agreement.

**VII. Public Comment (all topics)**

There was no public comment.

**VIII. Payment of Bills.**

Mr. Barber made a motion, seconded by Ms. De Wolf, to approve payment of the bills. The Board of Supervisors unanimously approved payment of the bills as presented.

**IX Adjournment.**

On the motion of Ms. De Wolf, seconded by Mr. Barber, the meeting was adjourned.

Respectfully Submitted  
Robert Layman,  
Township Manager