

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown
Monday, November 16, 2015 at 7:30 PM

In attendance were: Chair Mike Di Domenico, Vice Chair Carol De Wolf, Police Commissioner Tom Haws, Township Manager Rob Pingar, Chief Brenda Bernot, and Planning Commission member Elaine Adler. There were 4 guests present.

I. **Pledge of Allegiance & Call to Order**

Mr. Di Domenico led the Pledge of Allegiance and called the meeting to order at 7:33 PM. He stated that Mr. Haws would be arriving late. He asked if anyone was using a recording device. No one responded.

II. **Approval of Minutes (October 19 , 2015)**

Ms. De Wolf made a motion to approve the October 19, 2015 minutes, seconded by Mr. Haws. There were no comments and the motion was approved.

III. **Workshop Meeting Summary (November 16, 2015)**

Mr. Di Domenico stated that the Board workshop was entirely an Executive Session. Mr. Haws elaborated, stating the board discussed police personnel and litigation.

There were no questions from the public regarding the workshop.

IV. **Departmental Reports**

A. **WEGO Police- Chief Brenda Bernot**

Chief Bernot encouraged residents to read the police blotter available on their website (www.westtownpolice.org) for detailed information on the incidents in our community. She reported there have been a significant number of burglaries in the area. Unfortunately, secured homes with alarm systems are not immune to the trend. The burglars are in and out in 3-5 minutes. The suspects knock on the front door under some pretext (fake solicitation, or asking for directions) and if no one answers, they go to the back of the house and force entry using a pry bar or screwdriver. The Chief encouraged residents to report any suspicious people or cars.

Mr. Haws suggested putting an alert out on the listserv. Mr. Pingar said he would do so.

The Chief also reported that scams continue to be a problem, but added that as the result of public education, the number of people falling victim to these scams is decreasing.

The Chief also announced their 4th annual Turkey Dinner drive. Their goal is to collect food for 310 dinners for families in need. In addition, the police are also collecting coats, hats, and gloves through Nov. 23 for the One Warm Coat drive. Donations can be dropped off in the WEGO lobby.

There were no other comments or questions.

B. **Township Solicitor - Patrick McKenna**

The solicitor was not present at tonight's meeting.

C. **Parks and Recreation (P&R) – Rob Pingar**

Mr. Pingar reported that preparation continues for the annual Winter Festival on Sunday December 6 from 12:00 -3:00 pm. The event is for the entire family to enjoy with music, crafts, face painting, and a few craft vendors offering their wares. The Commission wanted to express thanks to the Rustin students who helped with decorating the mansion on Friday.

The Commission is also planning programs for 2016 such as the Community Yard Sale, Summer Movie Nights, Summer Concert, and Holiday Festival. New in 2016 will be 5K run in May and a Westtown Community Day in September, which will be co-sponsored by the Historical Commission.

The Commission also welcomes residents interested in planning or helping with events to contact the Township.

Kathy Di Domenico asked that invitation to the Winter Festival be sent on the listserv.

There were no other comments or questions.

D. Planning Commission (PC) – Elaine Adler

Mrs. Adler stated that the PC met on November 4 and discussed the Westminster Presbyterian Church & Robinson Properties Subdivision Application, which is on the Board's agenda tonight. The PC is recommending approval with one condition concerning demolition of the existing buildings. The Commission was also concerned that some formal recognition be given to the preservation of the alignment of the connector road on the remaining part of the property which is not subject to the property exchange.

The issue of the repeal of the Special Use Overlay (SUO) district was also discussed. Planning consultant, John Snook, was present to offer his comments & suggestions. After discussing the SUO, the PC voted unanimously that it not be repealed. Leaving it in its present state would be more protection to the Township than repealing it. If the SUO was repealed, then the zoning would be A/C and the entire tract including the 202 frontage would be subject to residential development.

Ms. De Wolf asked about the note concerning the demolition of the buildings. Mrs. Adler replied that a verbal commitment has been made to note that demolition is planned for the buildings because they are in poor condition. The PC thinks a note should be included on the plan to document that they intend to be demolished. Ms. Adler stated that the issue is documented in the PC minutes.

Mr. Pingar asked about the SUO. Ms. Adler stated that the options are to leave the SUO as is, repeal it, or amend it. The PC's recommendation is to amend the SUO. Ms. Adler stated that it would be easier to amend the SUO with the changes that have been identified as a result of the Bozzuto application than to repeal it and wait for the new Comprehensive Plan, and then rewrite the Zoning Ordinance.

Ms. De Wolf thanked the PC for their work and expressed her support of the PC's recommendation to amend the SUO. Mr. Haws questioned the benefit of amending versus repealing the current SUO. Mr. Di Domenico stated that the SUO issue still needs to be discussed and decided upon at a future meeting.

Mrs. Adler ended her report stating that the PC also discussed a variance application but made no comment on the application, as well as the appointment of alternate PC members, and attending consultant presentations regarding developing a new Comprehensive Plan scheduled for this week.

There were no other comments or questions.

V. **Public Comment Non Agenda Items**

Kathy Di Domenico, 1530 Woodland Road, asked the status of website. Mr. Pingar stated that Pam Coleman is meeting with the web vendor on Wednesday to work on the outstanding issues. Mrs. Di Domenico asked if the website committee would be further reviewing the site prior to going live. Mr. Pingar stated that his understanding was that the site would go live once the outstanding items were addressed, rather than waiting for further review by the committee prior to going live. Mr. Haws concurred, stating that some of the items cannot be addressed until after the site goes live. Mrs. Di Domenico asked if there is a place for visitors to comment and give feedback on the new site. Mr. Pingar stated there is the ability to submit comments or concerns. When the new site is announced on the listserv, we will also solicit resident feedback.

Mrs. Di Domenico asked why there was no check register or minutes from the November 2 meeting sent out with the agenda on Friday. Mr. Pingar stated the check register and minutes were not completed on Friday. The bill run was not completed until late today.

There was no other public comment.

VI. **Old Business**

A. Historic Resources Map & List - Public Comment period

An opportunity for public comment on the Historic Resources Map and List will remain on the agenda through December 7. A letter was mailed to affected property owners on October 15.

There was no public comment on this topic.

B. Westminster Presbyterian Church & Robinson Properties Subdivision Application

Mr. Di Domenico asked Mr. Pingar the status of this application. Mr. Pingar stated that the applicant is present tonight and has concerns about the timing of the application. Ed McFalls, Co-Chair of the Westminster Presbyterian Church Building Committee, Craig Kalemjian, and Jeff Robinson of the Crebilly Farm Family Associates were present. Both parties have an interest to get this transfer accomplished during this calendar year for tax purposes. He said that one of the concerns the PC had was how to be assured that the buildings were demolished in a timely manner. Mr. Patriarca had suggested not releasing the plans for recording until the demolition permits had been submitted. Mr. McFalls felt this was possible. The houses are unoccupied, tanks have been removed, and they are padlocked. Two are boarded up. It is in everyone's interest to have them demolished as soon as possible.

Ms. De Wolf made a motion to approve the preliminary/final subdivision and lot consolidation of the Westminster Presbyterian Church and Robinson properties with no notes. Mr. Haws seconded the motion. There were no comments and the motion was approved.

VII. **New Business**

A. **Announcements**

Mr. Di Domenico made the following announcements:

1. The December Parks & Recreation Commission meeting has been cancelled, but the Commission invites residents to attend the annual Holiday Festival on Sunday Dec. 6 from 12-3pm at Oakbourne Mansion. Enjoy holiday games, crafts, music, and refreshments. Several craft vendors will also be offering their wares.

2. CRC Watersheds Stormwater Survey: Westtown is working with the Chester Ridley Crum (CRC) Watersheds Association to improve water quality in our local streams. Your responses to a quick five-minute survey will help us efficiently meet state requirements for public education and outreach on stormwater and create programs that will improve our streams. A link to the survey is on the home page and the Stormwater Management page of the Township website.
3. Westtown Township's Goose Creek MS4 Total Maximum Daily Load (TMDL) Strategy is available to the public for review on the Stormwater Management page of the Township website and at the Township Building, and has been advertised in the Daily Local. The Strategy describes proposed measures to be taken to address impaired surface waters within the Township. Written and verbal comments will be accepted until December 14.

Ms. De Wolf stated she read the report and had some questions. Mr. Pingar stated that the item would be on the Dec. 7 workshop. Mr. Haws asked that Cedarville Engineering be present at that meeting.

VIII. **Public Comment on All Topics**

There were no comments or questions from the public.

IX. **Payment of Bills**

Mr. Haws made a motion to approve the General Fund bills in the amount of \$196,830.80. The motion was seconded by Ms. De Wolf. There was no public comment and the check register was approved.

X. **Adjournment**

Mr. Di Domenico made a motion to adjourn the meeting, seconded by Ms. De Wolf. The meeting was adjourned at 8:12 PM.

Respectfully submitted,

Robert R. Pingar
Township Manager