

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING

Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown

Monday, May 21, 2018 at 7:30 PM

In attendance were: Chair Carol De Wolf, Vice Chair Scott Yaw, Police Commissioner Mike Di Domenico, Township Manager Rob Pingar, WEGO Police Chief Brenda Bernot, Township Solicitor Pat McKenna, Parks & Recreation Commissioner Ida Fritsche, and Planning Commissioner Russ Hatton. There were 6 guests.

I. Pledge of Allegiance & Call to Order

Ms. De Wolf called the meeting to order at 7:30 PM, and led the Pledge of Allegiance. She asked if anyone was recording the meeting. There was no response.

II. Approval of Minutes (May 7, 2018)

Mr. Yaw made a motion to approve the May 7, 2018 Board of Supervisors meeting minutes. Mr. Di Domenico seconded the motion. There were no questions or comments, and the minutes were unanimously approved.

As a courtesy to the applicant, Ms. De Wolf made an adjustment to tonight's agenda, moving Old Business before Departmental Reports and Public Comment (Non-Agenda Items).

III. Workshop Meeting Summary (May 21, 2018)

Ms. De Wolf stated that during the Workshop, the Board discussed several personnel and contractual matters. They also discussed the details of a recent meeting between the township and the Brandywine Conservancy regarding a project called the Brandywine Battlefield National Historic Landmark Connectivity Plan. The Board also discussed litigation and contracts in Executive Session.

During the Workshop, Mr. McKenna provided the Board with an update on the Shiloh AME Cemetery property acquisition, as well as potential hearing dates for a new Conditional Use Application.

Mr. Yaw added that Mr. and Mrs. Hayes attended the Workshop Session to learn the results of their Subdivision Application.

There were no questions or comments.

IV. Old Business

A. Hayes Subdivision application – preliminary/final approval

Mr. Yaw made a motion to approve the Hayes preliminary/final subdivision application, conditioned upon obtaining any required permits and approvals from regulatory agencies including the Pennsylvania Department of Transportation, Chester County Conservation District, and Chester County Health Department and further conditioned upon amendments to the plan notes clarifying names of the Stormwater Easement and Driveway Easement on Sheet 1 of 8. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved.

B. Westtown Woods – Escrow Release No. 3

In a letter dated May 11, 2018, Township Engineer McCormick Taylor recommended Escrow Release No. 3 for the Westtown Woods subdivision in the amount of \$37,016.10. Mr. Yaw made a motion to approve Escrow Release No. 3 from the financial security escrow account for the Westtown Woods Subdivision in the amount of \$37,016.10. Mr. Di Domenico seconded the motion. There was no public comment and the motion was approved.

V. **Departmental Reports**

A. **Westtown East Goshen Regional Police (WEGO) – Chief Brenda Bernot**

Chief Bernot reminded residents to make use of their new Crimewatch website (www.wegopd.org) and Facebook page. The public can leave tips and sign up for various crime notifications, as well be informed of crime in the area, recent arrests, and public awareness bulletins. She reminded residents to be alert to the potential increase in crime due to the warm weather, particularly theft from vehicles, open garages and sheds, vandalism, and solicitation. She stated that theft from vehicles at sports events and parks is very common, and encouraged residents to remove valuables from their cars.

There were no comments or questions.

B. **Township Solicitor – Patrick McKenna**

Mr. McKenna provided an update on the Asplen property at 950 S New Street which contains the remains of some historical ruins that are of interest to the township. He reported that he will be communicating with the Asplens after tonight's meeting to review the appraisal and material terms for acquiring the parcel of land.

In regards to the Minacci property that contains the remains of the historic Shiloh AME church and cemetery, Mr. McKenna reported that discussions concerning possible subdivision of the property have been going well but are still in the beginning stages of negotiation. He expects further updates on this project in the next month.

There were no comments or questions.

C. **Parks & Recreation Commission (P&R) – Ida Fritsche**

Ms. Fritsche reported that the Community Yard Sale on April 28 was a success with 42 vendors and 413 buyer cars entering the park. She thanked Mr. Gross and the Goshen Fire Police for their assistance. She also expressed her gratitude to the sellers who did an excellent job cleaning up at the end of the event, and left no trash or unsold items behind.

Ms. Fritsche shared that P&R is working with Comcast to recruit volunteers to do some work at the parks for Comcast Cares Day 2019. The Commission plans to scout the parks to determine what needs to be done. Ms. De Wolf stated that the township will need to approve of any projects and make sure volunteers have proper background checks prior to doing any work in the township parks. She directed Ms. Fritsche to connect with Mr. Pingar.

Ms. Fritsche reported that a gingerbread house competition will be part of the 2018 Winter Festival. Entrance categories and other details have yet to be determined. Finally, she reminded the public that the Summer Movie Nights and Children's Series at Oakbourne are starting in June.

There were no other comments or questions.

D. **Planning Commission (PC) – Russ Hatton**

Mr. Hatton reported that at their May 19 meeting the PC continued discussion on both the Bi-Directional Amplifier Ordinance and the revised Sign Ordinance. Discussion on these ordinances is coming close to an end. Several outstanding concerns including enforcement issues will be reviewed in the coming meetings.

Mr. Di Domenico asked for clarification of the timing of the "60-day information campaign" that the PC noted in their report. Mr. Hatton replied that this would happen after the Board gives their final approval of the ordinance.

Mr. Hatton then shared that their May 23 meeting has been cancelled. Their next meeting on June 6 will be a joint meeting with Comprehensive Plan Update Task Force to determine the PC's final recommendation on the Comp Plan Update.

Mr. Di Domenico requested confirmation from Mr. Pingar that all documents will be ready for the PC to approve on time. Mr. Pingar replied that they were working hard to make sure that everything will be ready for the PC.

There were no other comments or questions.

VI. Public Comment (Non Agenda Items)

Nancy Harkins, 1521 Woodland Road, asked if the Board had considered establishing a Citizen's Committee on Pipeline Awareness similar to the one being considered in East Goshen Township.

Ms. De Wolf replied that she was not aware of this committee being considered in East Goshen. Mr. Yaw asked if there were any other townships in the area that have formed their own committees. Ms. Harkins replied that East Goshen is the first township considering this route. Ms. De Wolf inquired how this committee would differ from the Delaware County Council pipeline risk assessment study. Ms. Harkins replied that the township committee would be more focused on acting as a resource for residents to stay informed about the pipeline.

Ms. De Wolf stated that a citizen's committee with this purpose could be beneficial; however, she questioned that such a group would need to be formally commissioned by the township. Mr. Di Domenico tasked Mr. Pingar with connecting with East Goshen regarding this matter.

There were no other comments or questions.

VII. New Business

There was none.

VIII. Announcements

- 1. National EMS Open House** – Wednesday, May 23 from 6 to 8 pm at Good Fellowship Ambulance Company.
- 2. Neighborhood University** - Thursdays from 7:00pm-9:00pm starting September 6 to November 15, 2018. Neighborhood University is a free program offered by the West Chester Area Council of Governments to educate citizens about local government and increase awareness of available municipal services and resources. The goal of Neighborhood U. is to help citizens become more effective advocates for their community, which in turn helps local municipalities keep finding ways to improve. Enroll in Neighborhood U at www.nugwc.org.
- 3. Open Space Bond** – The Board sent a letter to the Trust for Public Land to initiate an evaluation of feasibility of an open space referendum. They will be conducting a survey to determine resident interest in this matter.

IX. Public Comment on All Topics

Mr. Di Domenico asked Mr. Pingar for an update on synchronizing traffic lights on Route 3. Mr. Pingar answered that PennDOT has prepared the designs to send out for bid but is not yet ready to release it.

Mr. Di Domenico also asked for an update on the Veteran's Memorial. Mr. Pingar replied that the designer, Carter Van Dyke, is currently focused on a grant project in Tyson Park, but plans to move his attention to completing the drawings for the Veteran's Memorial shortly. Mr. Pingar will connect with Mr. Van Dyke regarding these drawings and will share them with the Board when he receives them. Mr. Di Domenico expressed frustration that the project has been dragging for over a year and would like to see some progress.

There were no other comments or questions.

X. Payment of Bills

Mr. Yaw made a motion to approve General Fund bills in the amount of \$117,570.55. The motion was seconded by Mr. Di Domenico. There was no public comment, and the check register was approved.

XI. Adjournment

Mr. Yaw made a motion to adjourn the meeting, seconded by Mr. Di Domenico. The meeting adjourned at 8:01 PM.

Respectfully submitted,

Robert Pingar
Township Manager