

**WILLISTOWN TOWNSHIP
OPEN SPACE REVIEW BOARD**

DRAFT

Minutes of the February 26, 2018 Meeting

Call to Order: The November meeting of the Willistown Township Open Space Review Board was called to order pursuant to public notice at 5:30 a.m., at the Willistown Township Municipal Building.

Members Present: Ted Leisenring, Chairman; Brook Gardner; Mike Devine; Jeannette Lindvig; Nancy Moyer; Jeff Vincent

Members Absent: Bob Kacergis

Others: Dave Burman; Township Manager, Mary Hundt; Township Park and Recreation Director

1. Minutes: Dave Burman told the committee that he would provide minutes from past meetings for approval at our next meeting.
2. Election of Officers: Ms. Lindvig nominated Ted Leisenring to serve as Chairman of the OSRB for 2018, Nancy Moyer seconded the nomination and all members present voted to appoint Mr. Leisenring Chairman. Ms. Lindvig nominated Nancy Moyer for Secretary, Mike Devine seconded the nomination and all present voted to appoint Nancy Moyer Secretary for 2018.
3. Open Space Fund Report: The OSRB fund report prepared by township finance director Martin McKenzie was presented to the board. Dave Burman informed the board that under the new guidelines defined in act 115 the supervisors had voted to use \$129,500 from the fund in this year's township budget for specific maintenance and planning costs associated with properties previously acquired with open space funds. The report shows that there are additional funds projected for the same purposes in 2019 (\$78,225) and 2020 (\$82,136) respectively. There was discussion about how these funds would be used and the OSRB members recommended to the supervisors that they come up with some guidelines for future uses of OSRB funds and that they be limited to specific projects and maintenance related to open spaces acquired with Open space funds. The OSRB also recommends that for any future acquisitions we budget for and set aside OSRB funds for the purpose of maintenance of the parcel(s) acquired. The members also asked the supervisors to consider setting aside an endowment within the fund to cover these expenses in the future and that the use of this endowment follows the guidelines set forward in act 115.

4. **Old Business:** Ms. Hundt reported that the owners of Greentree plaza had been notified of the township's interest in acquiring a the 26,600 square feet of open space land near their building for its appraised value of \$250,000. They were still considering the offer but were concerned that they would not get credit for this space if they or a future owner came back to the Township with a redevelopment plan for the building. Ms. Hundt said she would follow up with the owner.

5. **New Business:** There was no new business discussed at the meeting.

Next Meeting: The Board will hold the next regular meeting on March 26, at 5:30PM. The location of the meeting will be the Willistown Township Municipal Building.

Adjournment: There being no further business, the meeting was adjourned at 6:35PM upon motion by Mr. Devine, seconded by Mr. Leisenring.