

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**688 SUGARTOWN ROAD, MALVERN, PA**  
**Monday, December 16, 2019 AT 7:00 PM**

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors Robert T. Lange, William R. Shoemaker, and Barbara L. Handelin were present. Also present were Township Manager Sally Slook, and Captain Robert Klinger.

Supervisor Lange led the Pledge of Allegiance to the Flag and a moment of silence for military personnel.

**Announcements** – no announcements

**New Business**

**Minutes** -Supervisor Lange moved to approve the minutes of the regular meeting of November 25, 2019. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

**Expenditures** - Supervisor Shoemaker moved to approve the list of expenditures and interfund transfers dated December 13, 2019. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

**Police Report** – Captain Klinger reported the arrest of a suspect for stalking, harassment, trespassing, simple assault, and resisting arrest. An arrest was also made at Devereux for an assault of a staff member. Theft from vehicles at Okehocking parked at the West Chester Pike parking lot was also reported. During the holiday season, the county is paying for extra DUI patrols. Captain Klinger reminds everyone to enjoy their holidays but know their limits.

**Open Space Review Board** - Supervisor Shoemaker moved to appoint Erik Hetzel to fill an unexpired vacancy on the Open Space Review Board. Supervisors Handelin moved to table the appointment until there was time to open up the vacancy to the public and interview other interested candidates. There was no second to Supervisor Handelin's motion. Supervisor Lange seconded Supervisor Shoemaker's nomination. Ted Leisenring, 2575 Whitehorse Road and Chairman of the Open Space Review Board said Erik Hetzel nomination was brought up last month and there was plenty of time to interview and vet the candidate. Ali Barchi, 21 Laurel Circle, feels it important for interested candidates of Boards and Commissions attend the meetings for positions they'd like to volunteer for, so they have an understanding of the qualifications needed. Supervisor Lange mentioned Erik is highly qualified for the position with his role at Willistown Conservation Trust and he will be an asset to the Board. There were no further comments from the Board or the public, and the motion carried by a vote of 2-1. Erik Hetzel thanked the Board for his appointment and stated he has been a Willistown resident for 16 years and is very familiar with the open space issues and has attended past meetings. He hopes to continue building partnerships within the community, the Township, and Willistown Conservation Trust. Supervisor Handelin stated she knows Erik has wonderful qualifications and experiences, she just feels the process of appointing candidates needs to be reviewed.

Supervisor Shoemaker motioned to approve the request for Twelve Month Extension of Time to Submit Subdivision & Land Development Application for Proposed Multifamily Development at 1720 West Chester Pike, Pursuant to Conditional Use Decisions C-7-14 and C-2-15. Supervisor Handelin seconded. Mike Kerr, 33 Stonehenge Lane asked the reason for the extension. Supervisor Shoemaker stated under the governing ordinances and regulations, the applicants have to ask for an extension so the application doesn't expire otherwise, they'd have to start the application process all over again. Craig Graham with Rouse Chamberlain explained the reason for the extension request is they are waiting on a few outside

agency permits before they can move forward. Supervisor Lange said he is against it because of the way Rouse Chamberlin obtained additional open space from a nearby townhouse community, so they could proceed with the project how they wanted. There were no further comments from the Board or the public, and the motion carried by a vote of 2-1.

Supervisor Shoemaker motioned to approve Application S-3-19 - Application for the Final Lot Line Change approval of Thomas & Karen McDonough (65 Devon Drive – UPI 54-1Q-306.1) and Richard & Rosemarie McCloskey (67 & 69 Devon Drive UPI 54-1Q-306.2 & UPI 54-1Q-306). Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

Supervisor Shoemaker motioned to approve authorization for the Release of Escrow Funds for the Development known as Paoli Walk. This is Escrow Release No. 10. The requested release is in the amount of \$123,133.00. Remaining balance is \$318,340.13. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 15-2019** – A resolution for Appropriating Funds to Meet Unbudgeted Expenditures in 2019. Supervisor Shoemaker moved to approve Resolution 15 of 2019. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 16-2019** – A resolution establishing Sewer Rental Fees for 2020. Supervisor Shoemaker moved to approve Resolution 16 of 2019, reflecting no change from the prior year. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 17-2019** – A resolution establishing the Annual Tax Rate for 2020. Supervisor Shoemaker moved to approve Resolution 17 of 2019, reflecting no change from the prior year. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 18-2019** – A resolution establishing the Appropriating Funds for 2020 Budget. Supervisor Shoemaker moved to approve Resolution 18 of 2019, reflecting Revenues of \$12,395,729 and Expenditures of 13,168,470. Supervisor Handelin seconded the motion. Ted Leisenring, 2575 Whitehorse Road, asked since Expenditures exceeds Revenues, how the Township will make up the difference. Supervisor Shoemaker stated the Township carries a substantial cash reserve. Township Manager Sally Slook stated it was roughly \$17,000,000. The exact figure is available on the township website under the 2020 Budget. Supervisor Shoemaker stated the next item on the agenda transfers the projected surplus for the year into the Reserve Fund. The Board budgets very conservatively. He pointed out this is the Gross Budget but if you look at the more detailed Operating Budget, the General Fund is in balance. The pluses and minuses are over funds the Township has no control over like the Fuel Fund and Sewer Fund. Supervisor Lange brought up healthcare costs have gone up \$25,000 due to one Supervisor electing to take the benefits as they have a right to do by the Second Class Township Code. But Supervisor Lange feels accepting benefits is only warranted when a Supervisor is doing the majority of the work such as in rural townships with no Township Manager. Supervisor Lange is also self-employed and has not asked for health insurance for the 20 years he has been a Supervisor saving the township close to \$450,000. Supervisor Handelin stated she believes it's important for benefits to be offered and used by elected officials because it helps attract a wide variety of people from different socioeconomic backgrounds to run for office. She also stated she has requested a budget presentation in previous meetings to help residents understand where their tax dollars are going and to raise questions and concerns. Ali Barchi, 21 Laurel Circle, stated Supervisor Handelin often mentions looking at best practices at other Townships and applying them here but hasn't done so. She also feels as a self-

employed resident, a Supervisor should not take health benefits. Tom Renkey, 45 Tulip Drive, said he has no problem with a Supervisor taking a benefit that's legally available. There were no further comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 19-2019** – A resolution authorizing the Transfer of Unencumbered Moneys From One Township Account to Another in the Amount of \$604,960. Supervisor Shoemaker moved to approve Resolution 19 of 2019. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 3-0.

**Resolution 20-2019** – A resolution Designating Emergency Service Providers. Supervisor Handelin stated the Township has had several meetings over the last few months with Malvern Fire Company and Paoli Fire Company regarding their emergency management services. She feels to keep it simple for 2020, the Township should continue to let Malvern Fire Company provide ALS Service while Paoli Fire Company gets their ALS Service up and running in the coming year. Supervisor Shoemaker said residents can be assured the systems set in place offers the best response time for Fire, Advance Life Support or ALS, and Basic Life Support or BLS services to serve them for 2020. Supervisor Lange said he believes it would be easier for Paoli Fire Company to no longer offer emergency services in Willistown Township and for Malvern Fire Company to take over their area. Supervisor Lange stated Paoli Fire Company sent a letter out to residents containing incorrect information on ALS services in the Township and were asked twice to send out a letter to correct the information. Paoli Fire Company never sent out the correction letter and Supervisor Lange was very disappointed in how the situation was handled. Supervisor Handelin moved to approve Resolution 20 of 2019. Supervisor Shoemaker seconded the motion. Township Manager Sally Slook asked for clarification if Resolution 20 was going to remain as written. The Supervisors said yes. There were no further comments from the Board or the public, and the motion carried by a vote of 2-1.

## **CITIZEN COMMENTS**

Mike Kerr, 33 Stonehenge Lane, stated he sent a letter to Township Manager Sally Slook regarding the last Planning Commission meeting and would like to know who makes the final decision on the proposed use of a grinder pump system or forced gravity system for the new sewer system at Troutbeck Farm. Supervisor Shoemaker stated the Planning Commission does not have the authority to make the final decision and Troutbeck Farm representatives were asked to come back to the next Planning Commission meeting on January 8, 2020. This would give the engineers and Board more time to review the information.

## **Next Meeting**

The next meeting of the Board of Supervisors is scheduled for Monday, January 6, 2020 at 6:30 PM in the cafeteria of Sugartown Elementary School located at 611 Sugartown Road.

## **Adjournment**

Seeing no further business, the meeting adjourned.

Sincerely,



Sally Slook, Township Manager