

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
September 21, 2020 AT 7:00 PM via Zoom

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors William R. Shoemaker and Robert T. Lange were present. Also present were Township Manager Sally Slook, Lt. Jeff Heim, Public Works Director Bill Hagan, Finance Director Martin McKenzie, Solicitor Vince Pompo, and Assistant to the Township Manager Jennifer Jacobs.

Supervisor Shoemaker led a moment of silence for military personnel, first responders, all front-line workers in the current pandemic, as well as the late Supreme Court Justice Ruth Bader Ginsberg.

Announcements

The Board of Supervisors met in Executive Session on September 21, 2020 to discuss real estate and legal matters.

New Business

Minutes – Supervisor Lange moved to approve the minutes of the meeting of August 17, 2020. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

Expenditures - Supervisor Lange moved to approve the list of expenditures and interfund transfers dated September 11, 2020. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

Paoli Library Presentation – Beverly Michael, Branch Manager of the Paoli Library, shared while the library was closed during the height of the pandemic and is now open for limited hours, there are still many things residents can enjoy from home. She shared a music video library staff made on the online library databases for learning languages and reading books and magazines. The library has held virtual book clubs, storytimes for kids, and Zoom presentations on popular topics such as the Underground Railroad History in Chester County. E-book circulation is up 39% due to the pandemic, and the library hopes to increase the books available despite the high costs charged by publishers. Scheduled curbside pickup has been offered since June 12 and has been very popular. Once the material is returned to the library, it is quarantined for 72 hours before being loaned out again. The library also debuted new craft kits for those interesting in learning hands-on crafts such as jewelry and knitting. The library is open by appointment only. If a resident would like to schedule an appointment to browse books or use a computer, visit the library website. Finally, Ms. Michaels asked Willistown Township to support the library at its current level but knows it's a challenging time for everyone. Supervisor Shoemaker thanked Ms. Michaels and staff for everything they are doing for the community and all the adaptations they made during the pandemic. He stated Willistown will do as much as possible to continue supporting the Paoli Library and other libraries in the upcoming year.

Planning Commission Appointment – Supervisor Shoemaker moved to approve Molly Perrin, ESQ., to an unexpired vacancy on the Planning Commission. Supervisor Lange seconded. Supervisor Shoemaker stated they had several applicants apply for the vacancy. Ms. Perrin has previously served on the Planning Commission in a nearby Borough and is also a real estate lawyer. She is replacing retiring member Art Newbold who is also an attorney. It is beneficial for the Planning Commission to have a wide range of professions represented, such as a lawyer, architect, engineer, and builder, to review site plans, proposals, ordinances, and legal documents with a professional's eye for detail. There were no further comments from the Board or the public, and the motion carried 2-0.

Agreement with Vanguard Institutional Services – Supervisor Lange moved to authorize the signing of the discretionary investment management agreement with Vanguard Institutional Services. Supervisor Shoemaker

seconded. Ms. Slook explained at the most recent Police Pension Fund Advisory Board meeting the board members recommended amending the existing investment management agreement to allow for a new allocation of 70% in equities and 30% in fixed income assets. Previously it was 60% in equities and 40% in fixed income assets. This is a required management agreement that needs to be signed off on to institute those changes. There were no further comments from the Board or the public, and the motion carried 2-0.

2021 Minimum Municipal Obligations: Supervisor Lange moved to approve the certification of the 2021 minimum municipal obligations to the Willistown Township Police Pension Plan in the amount of \$803,159 and for the Willistown Township Non-Uniform Pension Plan in the amount of \$90,000. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0.

Resolution #15 of 2020: Supervisor Shoemaker moved to authorize the signing of the Master Casting Agreement with the Pennsylvania Department of Transportation. Supervisor Lange seconded. Public Works Director Bill Hagan explained PennDOT charges a fee to raise any township-owned utility structures on state roads such as access covers to the sewer and water boxes when PennDOT repaves a state road. The Township is only charged if a state road is paved, and there are Township owned utilities needing adjustment. There were no further comments from the Board or the public, and the motion carried 2-0.

Advertising of An Ordinance: Supervisor Shoemaker moved to authorize the advertising of an Ordinance pursuant to section 139-1162. c of the Willistown Township Code providing for revisions to the Historical Resources Inventory at 1720 West Chester Pike (UPI 54-8-31). Supervisor Lange seconded. Supervisor Shoemaker noted the property was erroneously listed as a historic structure based on an 1883 map, but the original historic structure has been demolished and replaced with a modern structure. It is appropriate to remove it from the Historic Resources Inventory. There were no further comments from the Board or the public, and the motion carried 2-0.

Paoli Walk – Supervisor Lange moved to authorize to approve the Maintenance Agreement, Maintenance Letter of Credit in the amount of \$15,681.60, and Sanitary Sewer Easement in connection with the dedication of sanitary sewer improvements by Grays Investment Properties, L P. for the development known as Paoli Walk. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0.

Supervisor Lange moved to authorize the release of escrow funds for the development known as Paoli Walk to Grays Investment Properties, L.P. This current and final release request is in the amount of \$12,527.63 and is request #13. Supervisor Shoemaker seconded. Supervisor Shoemaker commented this closes out the escrow on this project. There were no further comments from the Board or the public, and the motion carried 2-0.

Solicitor's Report - Solicitor Pompo discussed the legal issue with a 27-acre parcel of land that is leased to the Greater Chester Valley Soccer Association by the Township. The Board has discussed this issue on several occasions during Executive Sessions. Solicitor Pompo asked the Board to make a motion authorizing the filing of a complaint in Chester County Court of Common Pleas to enforce the termination of that lease between the Greater Chester Valley Soccer Association and the Township. There was an incident several years ago that the Township viewed as a breach of the lease and an incident recently where the Greater Chester Valley Soccer Association installed an unpermitted driveway for access to Line Road, which the Township also viewed as a breach of the lease. Notices of Termination have been sent to the lessee, and with the Board's approval, the Township can file a complaint to enforce the notice of termination of the lease. Supervisor Shoemaker moved to authorize the filing, as described by Mr. Pompo. Supervisor Lange seconded. There were no comments from the Board or the public, and the motion carried 2-0.

Police Report – Lt Heim announced the Police Department will grow beards for October for charity. Retired Chief John Narcise has established a new 501c3 charity called Blue Beards for Charity and hopefully asked Police Departments around the County to participate. Three years ago, Chief Narcise asked the Board if the Officers could grow beards, something they are generally not allowed to do, during October if they donated \$100. The Police

Association matched the donation. It's grown every year since, with 8 Police Departments participating raising over \$44,000. In 2020, 16 Police Departments have committed to participating. Funds raised will go to Unite for Her, the Sambuco Children Education Fund, A Child's Light, and the Chester County Crime Victim's Center. During August, the Department participated in the Chester County Impaired Driving Program and PennDOT's Aggressive Driving Enforcement. Both programs provided funding toward additional Officers on patrol in the month to target specific areas of the Township. Supervisor Shoemaker asked how the two new female officers, Officers Davenport and McWilliams, will participate in the charitable cause for October. Lt. Heim said the Officers Davenport and McWilliams asked to wear pink police badges and a pink shirt under their uniform.

Citizens' Comments

None

Next Meeting

The next meeting of the Board of Supervisors is scheduled for Monday, September 28, 2020, at 7:00 PM and will be held via Zoom.

Adjournment

Seeing no further business, the meeting adjourned.

Sincerely,



Sally Slook, Township Manager