

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**November 23, 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, Barbara Handelin, and Robert T. Lange were present. Also present were Township Manager Sally Slook, Police Chief Robert Klinger, Finance Director Martin McKenzie, Director of Planning and Zoning Robert Smiley, Director of Public Works William Hagan, and Solicitor Bill Christman.

Supervisor Shoemaker led a moment of silence for military personnel, first responders, and all front-line workers in the current pandemic.

**Announcements**

Supervisor Shoemaker announced the public hearing for the proposed Ordinance Authorizing an Asset Purchase Agreement for Purchase of a Municipal Sanitary Sewer System would be continued at the December 14, 2020 meeting.

**New Business**

**Minutes** – Supervisor Lange moved to approve the minutes of the meeting of November 9, 2020. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0. Supervisor Handelin abstained from voting because she was not present at the meeting.

**Police Report** – Chief Klinger stated the department investigated the theft of jewelry from Wetherstone Drive, theft of a laptop from Industrial Boulevard, and auto parts theft from Green Hollow Lane. There was an arrest for underage drinking due to a traffic stop and arrest of a 71-year-old male for voter fraud, identify theft, and related charges resulting from an election day double voting incident. Finally, there was a theft of \$700 from Fox Ridge Drive, but the victim declined to prosecute.

**Budget 2021**– Ms. Slook conducted the 2021 Budget Presentation. The presentation is attached to the minutes and on the [Township website to review](#).

Supervisor Shoemaker stated the Liquid Fuels Fund has limitations on how the funds are used. It's mainly used to repair and maintain state roads. The Open Space Fund is revenue generated from the bond issue for open space and park land acquisition. The Open Space Review Board is always looking for land to purchase, but the Township is limited by law and cannot pay more than the appraised value. This makes acquiring land more challenging if the landowner is looking to get over the appraised value. Supervisor Handelin commented on the Comprehensive Plan Survey sent out to every Willistown household over the summer and asked Ms. Slook to discuss further. Ms. Slook announced the Township was awarded the Vision Partnership Program Grant in the amount of \$40,000 to put toward the 2021 Comprehensive Plan. The survey results and more information on the Vision Partnership Program Grant can be found on the Township's website and will be discussed during public meetings in 2021.

Mike Kerr, 33 Stonehenge Drive, asked about the sewer capital improvements on Long Lane and Eisenhower Lane in 2020 and how these improvements did not cause a rate increase in 2021 for sewer customers to cover the cost. Finance Director Martin McKenzie commented those expenditures were budgeted in last year's budget. Discussion ensued. Mr. Kerr asked for an update on the Spring Road culvert replacement project. Director of Public Works Bill Hagan commented the Township is waiting for permit updates from the DEP due to the plan changes. He believes work will begin in January 2021.

Zachery Leahan, 15 Pickwick Lane, asked about a 2021 Moody's Annual Comment relating to the Townships general obligation bonds. The rating comes out yearly, and Ms. Slook commented the Township is still rated Aa1, which shows prudent financial management for a Township of Willistown's size.

Elizabeth Jekot, 18 Applewood Road, asked about the 2021 Open Space Fund and how land is budgeted and purchased. Supervisor Shoemaker explained if a property is identified and the Township is interested in buying the property, a public meeting is held, and the Board votes on purchasing the property. Discussion ensued.

Director of Parks and Recreation Mary Hundt commented not only does the Open Space Review Board and Parks and Recreation Board keep an eye out for potential properties in Willistown; there is planning of open space acquisitions in Willistown done every 10 years through the Comprehensive Plan. The Township uses the official Township Map and the Parks and Recreation Plan found in the Comprehensive Plan to plan future acquisitions. Together those items designate areas of need for potential park land and conservation easements from the Open Space Fund.

Henry Jordan, 152 Grubb Road, commented a balanced budget for 2021 due to the current pandemic is quite an accomplishment. Mr. Jordan asked if decisions have been made on how the sewer system sale proceeds will be used. Supervisor Shoemaker stated no decision had been made about using the proceeds until the Asset Purchase Agreement is discussed further at the 12/14 meeting.

Elizabeth Jekot, 18 Applewood Road, who also serves on the Malvern Library Board, asked if the budget includes the library's funding from the Township for 2021. MS. Slook replied the line item budget will be posted, and the Township has budgeted a 3% increase in funding to both libraries.

Supervisor Lange moved to authorize the advertisement of the 2021 Operating, Sewer and Capital Budget. Supervisor Handelin seconded the motion. There were no further comments from the Board or the public, and the motion carried 3-0.

**Ordinance #3 of 2020** – Solicitor Christman introduced the proposed amendment to the Zoning Ordinance Map to reclassify 3 Beryl Road, Paoli, (UPI 54-1K70) from R-3 Residence District to HB Highway Business District. Solicitor Christman explained the owner of the property approached the Township about reclassifying this property from Residential to Highway Business for her to move her endodontic practice to this location. The property is right on the edge of the Highway Business District and is a commercial building. Zoning Officer Bob Smiley commented the endodontist has two non-driving employees and will only have one patient every 2 hours to cut down on vehicular traffic. Supervisor Shoemaker commented the building has been used for commercial uses over the years, and this building is not a former residential home. This public hearing will officially change the classification to Highway Business District, and geographically it makes sense to zone it for commercial use. Supervisor Handelin moved to reclassify 3 Beryl Road (UPI 54-1K70) from R-3 Residence District to HB Highway Business District. Supervisor Lange seconded the motion. There were no further comments from the Board or the public, and the motion carried 3-0.

**Ordinance #4 of 2020** – Supervisor Shoemaker opened the hearing for Authorizing the Execution by Willistown Township of an Asset Purchase Agreement between the Township and the Purchaser, Aqua Pennsylvania Wastewater, Inc. and Authorizing the Assignment of the Township's Rights and Obligations in all Relevant Agreements to Aqua. He announced this hearing will be continued at the December 14, 2020 meeting.

#### **Citizens' Comments**

John McGowan, 149 Grubb Road, thanked the Board and Ms. Slook for continuing the hearing to December 14 so residents had time to read and comment on the Asset Purchase Agreement. He also thanked the Board and Ms.

Slook for a balanced budget during these challenging times. Supervisor Shoemaker thanked him and said he'd like to recognize Ms. Slook, Chief Klinger, the Department Heads, and Township staff for their hard work and dedication.

Elizabeth Jekot, 18 Applewood Road, echoed Mr. McGowan's comments on the 2021 Budget.

The Board wished everyone a safe and Happy Thanksgiving.

**Next Meeting**

The next regular meeting Board of Supervisors will be Monday, December 14, 2020, at 7:00 PM via Zoom.

**Adjournment**

Seeing no further business, the meeting adjourned.

Sincerely,



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Sally Slook, Township Manager