

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS**  
**JANUARY 25, 2021 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 L. 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, Assistant to the Township Manager Jennifer Jacobs, 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.

**New Business**

**Minutes** – Supervisor Handelin moved to approve the minutes of the meeting of January 4, 2021. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

**Expenditures** - Supervisor Handelin moved to approve the list of expenditures and interfund transfers dated January 22, 2021. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

**Conditional Use Hearing** - Supervisor Shoemaker introduced a public hearing in the application of James Sheward/Shelamandiam at 209 West Lancaster Avenue, Paoli, PA 19301, multi-tenant building within the Town Center District, known as Tax Parcel 54-IL-56, pursuant to Section 139-111 C. of the Willistown Township Zoning Ordinance. The applicant wishes to place an LED electronic wall sign on each side of the existing building, one facing Lancaster Avenue and the other facing Plank Avenue, which is the main entrance to the building.

Mr. Bill Christman, Esq., Township Solicitor, conducted the public hearing. A court reporter was present to record the proceedings, and the transcript will be on file in the Township Administrative Offices.

**Appointment of Warren Claytor to the Planning Commission** - Supervisor Lange moved to appoint Warren Claytor to an unexpired vacancy on the Planning Commission. Supervisor Shoemaker seconded. Supervisor Handelin said she would like to comment on all appointments listed on the agenda for the Open Space Review Board, Historical Commission, and Planning Commission vacancies. Supervisor Handelin stated again she is concerned the vacancies aren't promoted to attract a wider variety of residents, especially the Boards that determine important township issues such as zoning decisions and purchasing open spaces with Township funds. She proposed the appointments be tabled so the Township could notify additional potential candidates through the volunteer database created from residents indicating they'd like to volunteer compiled from the Comprehensive Plan survey done in the summer of 2020. Supervisor Shoemaker commented no Board or Commission has the decision-making power to spend money or change ordinances, which rest solely in the hands of the Board of Supervisors. He also pointed out the volunteer database was finished today and, in the future, will be included in the various outlets the Township uses to advertise vacancies. Discussion ensued. There was no second to the tabling of voting for the appointments. Alicia Marziani, 23 Fairview Road, commented she is the appointee for the Historical Commission and works at Malvern Borough, and in her experience, it is challenging to find volunteers. Willistown Township is lucky to have Boards and Commissions with very few or no vacancies. This has not been the case when she volunteered previously on the Historical Commission at Willistown Township or through her role at Malvern Borough. Discussion ensued.

Elizabeth Jekot, 18 Applewood Road, has served on the Malvern Library Board for three years and was not aware the other Boards and Commissions had vacancies. Discussion ensued. Ms. Slook listed all the places vacancies are advertised, including the [website](#), social media ([Facebook](#) and [Instagram](#)), the Township [e-newsletter](#), two letter boards in the Township (one at Township Buildings at 688 Sugartown Road and one at the corner of Paoli Pike and

S. Cedar Hollow Road) and the print magazine [In Great Valley Community](#), mailed to every household in Willistown. Brian Evarts, 224 Paoli Pike, commented we live in a digital age where everyone is constantly bombarded with messages, and it's easy to miss when vacancies are advertised. He believes it's essential to figure out the right message and what channels to use to communicate with the younger generation. Encouraging the younger generation to become involved and excited to participate in their communities is vital for their continued success. Discussion ensued. There were no further comments from the Board or the public, and the motion carried 2-0. Supervisor Handelin abstained from voting.

***Appointment of Mimi Quinn Johnson to the Open Space Review Board*** - Supervisor Lange moved to appoint Mimi Quinn Johnson to an unexpired vacancy on the Open Space Review Board. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0. Supervisor Handelin abstained from voting.

***Appointment of Alicia Marziani to the Historical Commission*** - Supervisor Lange moved to appoint Alicia Marziani to an unexpired vacancy on the Historical Commission. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0. Supervisor Handelin abstained from voting.

***Appointment of Dave Hopkins to the Historical Commission*** - Supervisor Lange moved to appoint Dave Hopkins to an unexpired vacancy on the Historical Commission. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0. Supervisor Handelin abstained from voting.

***Resolution 6 of 2021*** – A resolution for appointing a firm to make an examination of all accounts of the Township for Fiscal Year 2021 to replace the Elected Auditors. Supervisor Shoemaker explained this is done every year to appoint a CPA firm to conduct the yearly audit in place of the elected auditors. Supervisor Lange moved to approved Resolution 6 of 2021. Supervisor Handelin seconded. There were no further comments from the Board or the public, and the motion carried by a vote of 3-0.

***Sewer System Engineering Assessment*** – Supervisor Lange moved to authorize the Township Manager to sign a proposal for professional engineering services for a Sewer System Engineering Assessment with Pennoni Associates Inc. Supervisor Shoemaker explained this relates to Township sewer system sale to Aqua. One of the sale conditions is an assessment must be done by a professional engineer service, and the cost will be shared with Aqua. Supervisor Handelin seconded. Mike Kerr, 33 Stonehenge Drive, asked why this is being done after the sale was approved and what is the scope of work. Ms. Slook replied Pennoni will assess the sale's tangible assets and is required per the state law of PA Act 12. Discussion ensued. There were no further comments from the Board or the public, and the motion carried by a vote of 3-0.

***Escrow Release*** – Supervisor Lange moved to authorize a release of escrow funds for the Phelps School Gymnasium project in the amount of \$258,749.30 and to approve the execution of a substitute Financial Security Agreement in the amount of \$17,155.00. Solicitor Christmas explained this would release the Phelps School from the current bond, and the Township will, in turn, enter into a cash escrow financial security agreement with the school in the amount of \$17,155. Discussion ensued. Supervisor Shoemaker seconded. There were no further comments from the Board or the public, and the motion carried by a vote of 2-0. Supervisor Handelin didn't vote due to being off-camera during the voting.

***Escrow Release*** – Supervisor Handelin moved to authorize a release of escrow funds to the development known as Willistown Point. This is request #2 in the amount of \$15,198.32, with \$1,275,047.39 remaining in escrow balance. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried by a vote of 2-1. Supervisor Lange has gone on record previously opposing this development.

***Jacqueline Drive Storm Water Mitigation Project*** – Supervisor Lange moved to authorize the advertisement to bid on the Jacqueline Drive Storm Water Mitigation Project. Mr. Hagan commented the project would be

between 36 Sunset Drive 16-18 Jaqueline Drive. In this area, there is a steep slope that heavy rains have eroded the slope's integrity over the last few years. This project will allow the Township to build berms and direct the water where it needs to go, and prevent flooding property. Supervisor Handelin seconded. Fred Haack, 386 King Road, asked if it's a fixed price contract. Mr. Hagan replied it's a competitive bid. Discussion ensued. There were no further comments from the Board or the public, and the motion carried by a vote of 3-0.

**Police Report** – Chief Klinger reported they arrested a 15-year-old Deveraux student for assaulting a counselor, a 57-year-old male for identity theft and check cashing fraud of a 94-year-old resident. Two arrests are pending on Arbor Terrace employees for using a resident's credit card fraudulently, and a 51-year-old male was arrested for protection from abuse violation for the sixth time. A 35-year-old male was also arrested for a protection from abuse violation. A warrant was filed for a 44-year-old male for driving a stolen vehicle with several stolen items in the vehicle. Next month, the Police Department hopes to fill the positions of 2 officers who have retired in the last few months.

### **Citizens' Comments**

Tom Renkey, 45 Tulip Drive, inquired about the Conditional Use Application for Applebrook Meadows and why it has been in a holding pattern for the last seven months. Discussion ensued.

### **Next Meeting**

The next regular meeting of the Board of Supervisors will be on Monday, February 8, 2021, at 7:00 PM via Zoom.

### **Adjournment**

Seeing no further business, the meeting adjourned.

Sincerely,



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Sally Slook, Township Manager