

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
MARCH 22, 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, 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.

Announcements

The Board met in executive session prior to this meeting to discuss litigation matters.

Supervisor Shoemaker announced Corporal Michael Kushner as the Willistown Officer of the Year. All Willistown Police Department members vote for the Officer of the Year to honor the Officer who has exceeded the duty requirements and represents a Willistown Officer's best qualities.

Supervisor Shoemaker announced the Sewer Customer Benefit Fund committee has been formed and will meet several times over the next few weeks. The Committee's goal is to recommend to the Board the dollar amount set aside for future rate stabilization funding for sewer customers. Supervisor Handelin will Chair the Committee. Committee members include Molly Perrin, Planning Commission member and a lawyer for Wawa with experience in utilities; Gerry Buccacio, a facilities architect and engineer with Main Line Health; Norman MacQueen, former Controller of Chester County, Martin Kenney, a member of the group who would like a larger portion of the sale dedicated to the Customer Benefit Fund, and Brian Evarts, a township resident. Supervisor Handelin said the meetings would be set soon so citizens' concerns can be addressed, and she looks forward to coming back to the Board with a solid recommendation.

New Business

Minutes – Supervisor Lange moved to approve the minutes of the meeting of March 8, 2021. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Expenditures - Supervisor Lange moved to approve the list of expenditures and interfund transfers dated March 19, 2021. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Willistown Township Grounds Maintenance Bid for 2021-2025 - Supervisor Lange moved to authorize the advertisement to bid on the Willistown Township Grounds Maintenance Bid for 2021-2025. Supervisor Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Willistown Township Road Resurfacing Program for 2021 - Supervisor Handelin moved to authorize the advertisement to bid on the Willistown Township Road Resurfacing Program for 2021. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Johnson Controls Planned Service Agreement for the Administrative Building– Supervisor Handelin moved to authorize the Township Manager to sign an agreement with Johnson Controls Planned Service for the Willistown Township Police Building for a total amount of \$13,120.00. Supervisor Shoemaker explained this is for servicing the HVAC system in the Township Administration Office. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Johnson Controls Planned Service Agreement for the Police Building – Supervisor Handelin moved to authorize the Township Manager to sign an agreement with Johnson Controls Planned Service for Willistown Township Police Building for a total amount of \$23,289.00. Supervisor Shoemaker explained this is for servicing the HVAC system in the Police Building, and the cost is more because it's a complex system. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried 3-0.

Retrievr, Inc. Recycling Agreement - Supervisor Handelin moved to authorize the Township Manager to sign an agreement with Retrievr, Inc. to allow pickup recycling services for Willistown Township. Supervisor Lange seconded. Susan Vogel, Chair of the Willistown Township Recycling Commission, explained Retrievr is a program for residents to recycle unwanted electronics, shoes, and clothing from home. Residents can schedule pickups from their front door via text, online, or phone. There is a \$10 convenience fee for picking up any clothing or other soft goods. Fees vary for TV's and other electronics depending on size and weight. The Township will receive 10% of the revenue for the sale of the collected items. Residents will also benefit from having items picked up immediately rather than holding on to them until a Township-run recycling event or dropping items off themselves at a local donation center. Supervisor Shoemaker commented the 10% received from Retrievr would go back into the Recycling Commission budget for future events. Supervisor Handlin commented she is pleased to hear Retrievr is committed to recycling clothing and not throwing it away. She stated she had recently learned clothing ending up in landfills is a significant contributor to carbon emissions. There were no further comments from the Board or the public, and the motion carried 3-0.

Escrow Release - Supervisor Handelin moved to authorize a release of escrow funds to the development known as Willistown Point. This is request #4 in the amount of \$81,823.93, with \$1,133,014.27 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.

Police Report – Chief Klinger reported an arrest of a 34-year-old Devereaux counselor for assaulting a client. Two employees of Arbor Terrace were arrested for unauthorized use of a resident's credit card. The Chief would also like to remind everyone with stimulus checks going out and tax season coming up, the IRS does not call taxpayers; they will only contact citizens in writing through the mail.

Conditional Use Hearing – Supervisor Shoemaker introduced a Public Hearing in the matter of Application No. C-1-21: The application of Cornerstone Constructing Engineers & Architectural, Inc., on behalf of Wendy's for Conditional Use Approval pursuant to Section 139-111. C of the Willistown Township Zoning Ordinance. The Application requests to allow the construction of electronic/LED signs on property owned by Broadstone WI East, LLC, located at 220 West Lancaster Avenue, Willistown Township, Chester County, Tax Parcel # 54-1L-78). The Property is located in the HB Business Zoning District. Mr. Bill Christman, Esq., Township Solicitor, conducted the public hearing. A court reporter was present, and the transcript is on file in the Township office.

Citizens' Comments

Rob Rosend, 61 Boxwood Court, asked whose responsibility it is to clean up trash along roadsides in the Township, and can inmates at local prisons or juvenile detention centers be used to help clean up the roadways? Supervisor Shoemaker said it is the responsibility of the homeowner to clean their road frontage. Chief Klinger said he would inquire with the county prison regarding hiring inmates. Supervisor Handelin commented on the PennDOT's Adopt-A-Highway program as a way to encourage organizations and businesses to help keep roads litter-free. Supervisor Lange commented PennDOT does follow up with program sponsors semiannually, and if the section is not kept clean, the sponsorship sign is taken down.

Elizabeth Jekot, 18 Apple Wood Road, asked if the draft meeting minutes could be sent out along with the draft agenda before the BOS meeting. The Board Chair always asks for any public comment before the minutes are

voted on. Supervisor Shoemaker explained the minutes are not official until they are voted on. By state law, the Board Chair must ask for any public comment or question before any item is voted upon at a public meeting. Discussion ensued. Solicitor Christman clarified two laws are covering this issue and are the reason for the contradiction: the Right to Know Law says the drafts are not for public disclosure; the Sunshine Law says the Board must take comments or questions before any action. Discussion ensued.

Next Meeting

The next regular meeting of the Board of Supervisors will be on Monday, April 12, 2021, at 7:00 PM via Zoom.

Adjournment

Seeing no further business, the meeting adjourned.

Sincerely,



Sally Slook, Township Manager