

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS  
688 SUGARTOWN ROAD, MALVERN, PA, AND VIA ZOOM  
FEBRUARY 28th, 2022, AT 7:00 PM**

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors Molly H.B. Perrin and William R. Shoemaker were present. Also present were Township Manager Sally Slook, Lt. Jeff Heim, Police Chief Robert Klinger, Bob Smiley, Director of Planning and Zoning (via Zoom), and Solicitor Bill Christman.

Supervisor Perrin led the Pledge of Allegiance and a moment of silence for military personnel, first responders, front-line workers in the current pandemic, and the people of Ukraine.

**Announcements** - The Board of Supervisors met in Executive Session on February 25<sup>th</sup> to discuss legal matters. All board and commission meetings are now mask optional.

#### **New Business**

**Minutes** – Supervisor Perrin moved to approve the minutes of the meeting of February 14, 2022. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

**Expenditures** - Supervisor Perrin moved to approve the list of expenditures and interfund transfers dated February 25, 2022. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

**Escrow Release**- Supervisor Perrin moved to authorize the release of escrow funds for the development known as Chapel Hill. This is Request #13 in the amount of \$137,782.53, with \$625,385.62 remaining in the escrow balance. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

**Pennsylvania Recycling Technical Assistance Program** - Supervisor Perrin moved to authorize the Township Manager to sign the Pennsylvania Recycling Technical Assistance Program application for up to \$7,500 to update Chapter 87: Garbage, Rubbish and Refuse of the Willistown Township Code. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

**Agricultural Security Area** - Supervisor Perrin moved to accept the application of Brian Conicella for the addition of 623 Warren Ave, Malvern (UPI #54-3-221) to the Willistown Township Agricultural Security Area and to refer the application to the appropriate reviewing agencies. Supervisor Shoemaker seconded. David Trainor, 39 Duffryn Ave, asked what an Agricultural Security Area is. Supervisor Shoemaker explained that a property being used for defined agricultural purposes could apply for addition to the Township Agricultural Security Area. The benefits include protection from nuisance ordinances, and state agencies may not condemn a landowner's property with special permission from the State Agricultural Lands Condemnation Approval Board. Discussion ensued. There were no further

comments from the Board or the public, and the motion carried 2-0.

**Advertisement of a Public Hearing** - Supervisor Perrin moved to authorize the Township Solicitor to advertise a public hearing on March 14, 2022, for the application of Westview Capital Investments, LLC, and Ryan Heenan to add properties located at 6 & 8 Castlebar Lane (UPI Nos. 64-6-52.4J and 64-6-52.4H) to the Willistown Township Agricultural Security Area. Supervisor Shoemaker seconded. There were no comments from the Board or the public, and the motion carried 2-0.

**Public Hearing** – Supervisor Shoemaker introduced a hearing for the proposed amendment to the Zoning Ordinance to permit and Regulate Age Restricted Apartment Developments in the Restricted Industrial Districts by Conditional Use. Mr. Bill Christman, Esq., Township Solicitor, conducted the public hearing. A court reporter was present, and the transcript is on file in the Township offices. The hearing will be continued at the March 14, 2022 Board of Supervisors meeting.

**Resolution 7 of 2022:** Supervisor Perrin moved to approve Resolution 7 of 2022, a resolution for plan revision for new land development for a new sewage treatment facility at 2401 Buttonwood Road. Supervisor Shoemaker seconded the motion. Supervisor Shoemaker explained this relates to an on-site septic system that has failed, and the new system that is going in requires approval from the Township. There were no further comments from the Board or the public, and the motion carried 2-0.

**Resolution 8 of 2022:** Supervisor Perrin moved to approve Resolution 8 of 2022, a resolution for the disposition of Township records. Supervisor Shoemaker seconded the motion. Solicitor Christman explained the state’s Record Retention Manual requires every act of destruction be passed by Resolution. There were no further comments from the Board or the public, and the motion carried 2-0.

**Resolution 9 of 2022:** Supervisor Perrin moved to approve Resolution 9 of 2022, a resolution adopting the Records Retention Manual. Supervisor Shoemaker seconded the motion. There were no comments from the Board or the public, and the motion carried 2-0.

**Resolution 10 of 2022:** Supervisor Perrin moved to approved Resolution 10 of 2022, a resolution supporting Newtown Township’s application for a Keystone Historic Preservation Grant for repairs to the Bartram’s Bridge. Supervisor Shoemaker seconded the motion. Ms. Slook explained both Willistown and Newtown Township had budgeted \$125,000 for repairs to the historic Bartram’s Bridge in 2022. If the grant is awarded, both Township’s contributions could be reduced by \$50,000. There were no further comments from the Board or the public, and the motion carried 2-0.

**Police Report** – Chief Klinger reported a 14-year-old was referred to a juvenile detention center after a simple assault at Paoli Hospital. A vehicle stop of a 25-year-old male resulted in the serving of a criminal warrant from Seminole County, Florida. Tom Richards, 35 Old Covered Bridge Road, commented on the amount of dog feces and dogs off-leash at the Okehocking Preserve. Supervisor Perrin commented this is not a matter under the police purview, but Ms. Slook has put together an action plan regarding clean up, more signage, and additional refuse containers and refuse bags around the park. Ms. Slook added that she is working with the Parks and Recreation Director to finalize the action plan and social media outreach to educate park-goers.

### **Citizens Comments**

Gina Naylor, 32 Rabbit Run, asked for an update on the repairs of the Whitehorse Bridge. Ms. Slook replied the bid documents are being prepared by the Township Engineer, with the project being put out for bid this Spring. Construction repairs could not be done over the winter months. Discussion ensued.

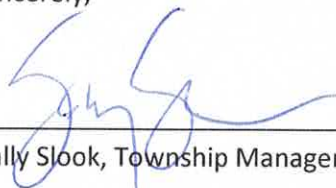
#### **Next Meeting**

The next meeting of the Board of Supervisors is scheduled for Monday, March 14, 2022, at 7:00 PM at the Township Building and via Zoom.

#### **Adjournment**

Seeing no further business, the meeting adjourned.

Sincerely,



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Sally Slook, Township Manager