

**WILLISTOWN TOWNSHIP OPEN SPACE REVIEW BOARD MEETING MINUTES  
REGULAR MEETING  
January 24, 2022**

The Regular Meeting of the Willistown Township Open Space Review Board came to order at 5:30 P.M. The following members were present: Ted Leisenring; Brook Gardner; Bob Kacergis (by phone); Mike Devine; Jeff Vincent; Mimi Quinn-Johnson; and Erik Hetzel. Mary Hundt attended as Willistown Township staff liaison to the OSRB.

**Minutes**

Mike moved to approve the minutes from the meetings of December 13, 2021; Brook seconded; the minutes were approved unanimously, 7-0.

**Financial Review**

Mike reviewed the Open Space Fund and noted that EIT revenues for 2021 were higher than projected. The fund currently stands at \$4.34 million that can be spent on open space acquisition projects, and continues to grow.

**Annual Reorganization**

Brook nominated Ted as Chairman, seconded by Mike. Ted nominated Brook as Vice Chairman, seconded by Mike. Both accepted their nominations. Ted asked Erik if he would continue as recording secretary, and he accepted the nomination; it was seconded by Mike. Board unanimously approved all three nominations.

**OSRB Ratings Report Review**

Mary refreshed the Board on how the ratings report form works and the process for rating potential projects.

**864 Grubbs Mill Road**

Erik showed the Board a map of the 16-acre property at 864 Grubbs Mill Road that is in the process of being conserved by Willistown Conservation Trust. It is envisioned that 6.5 acres containing all the structures will be purchased by a conservation buyer; an adjacent neighbor is interested in a 3-acre portion at the top of the hill; and WCT expects to purchase the remaining 6.5 acres as an addition to Kirkwood Preserve. A site walk will be scheduled for the OSRB to evaluate the potential to use Open Space Fund dollars to assist in the acquisition by WCT alongside grants from Chester County and the Commonwealth of PA.

**Annual Report**

Mary explained the contents that are required for the annual report. Erik will follow the guidelines in the Township code to prepare the report for submission at the April meeting.

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**Adjournment**

The meeting was adjourned at 6:23 P.M. The next quarterly meeting is scheduled for April 25, 2022..

Remaining Scheduled Meetings in 2022: July 18, September 26, December 12.

Respectfully submitted,  
Erik Hetzel, OSRB Secretary