

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA
MONDAY, DECEMBER 12, 2022, AT 7:00 PM**

MINUTES

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors Robert T. Lange, Molly H.B. Perrin, and William R. Shoemaker were present. Also present were Township Manager Shanna Lodge, Township Treasurer Martin McKenzie, Director of Planning and Zoning Robert Smiley, Assistant to the Manager Jennifer Jacobs, Chief of Police Robert Klinger, Lieutenant Jeffrey Heim, and Solicitor Bill Christman.

The meeting was called to order at 7:00 PM. Supervisor Shoemaker led the Pledge of Allegiance and a moment of silence for military personnel and first responders.

New Business

Community Service Award – Supervisor Shoemaker presented the 2022 Willistown Township Community Service Award to Donald Mancini. Currently the Chair of the Zoning Hearing Board, Mr. Mancini previously served as a Willistown Township Supervisor and on the Willistown Township Planning Commission. The Board thanked Mr. Mancini for his decades of service to the Township and presented him with a token of appreciation. Mr. Mancini thanked the Supervisors, fellow volunteers, and others who inspired his years of service.

Minutes – Supervisor Perrin moved to approve the minutes of November 28, 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public and the motion carried.

Expenditures – Supervisor Perrin moved to approve the list of expenditures and interfund transfers dated December 9, 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public and the motion carried unanimously.

Police Report – Chief Klinger reported on department activity for the past month, including citations related to an altercation at Paoli Hospital, and an arrest for trespassing. The Chief reminded the public to celebrate safely throughout the holiday season; Don't drive drunk.

Announcements – The Board met in executive session prior to the meeting this evening to discuss legal and real estate matters.

Resolutions – Supervisor Shoemaker introduced Resolution 21 of 2022: Appropriating Funds for the 2023 Budget, including revenues in the amount of \$13,139,705 and expenditures in the amount of \$15,070,641. Supervisor Perrin moved to approve Resolution 21 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Supervisor Shoemaker introduced Resolution 22 of 2022: Establishing the Annual Tax Rate for 2023. The real estate tax rate is established by the resolution to be 0.28 mills, unchanged for many years.

Supervisor Perrin moved to approve Resolution 22 of 2022. Supervisor Lange seconded the motion. Mike Kerr of 33 Stonehenge Lane thanked the Board for not raising the tax rate. There were no further comments from the Board or the public, and the motion passed unanimously.

Supervisor Shoemaker introduced Resolution 23 of 2022: Establishing Sewer Rental Fees for 2023, which also remain unchanged from the previous calendar year. Supervisor Perrin moved to approve Resolution 23 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion passed unanimously.

Supervisor Shoemaker introduced Resolution 24 of 2022: Authorizing the Transfer of Unencumbered Monies from One Township Account to Other Fund and Reserve Accounts in the amount of \$3,000,000. \$1,000,000 will be transferred to each of the following funds: the capital reserve fund, the stormwater fund, and the operating reserve fund. Supervisor Perrin moved to approve Resolution 24 of 2022. Supervisor Lange seconded the motion. Mr. Kerr inquired if the capital reserve fund is used for sewer projects; it was confirmed that the capital reserve is used only for Township projects, not sewer-related projects. There were no further comments from the Board or the public, and the motion carried unanimously.

Supervisor Shoemaker introduced Resolution 25 of 2022: Appropriating Funds to meet Unbudgeted Expenditures. Supervisor Perrin moved to approve Resolution 25 of 2022. Supervisor Lange seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Ordinance – Supervisor Shoemaker introduced Ordinance 3 of 2022, which is an amendment to the Stormwater Management Ordinance. The amendment brings the Township into compliance with state guidelines regarding included definitions and other provisions. Supervisor Perrin moved to approve the Resolution. Supervisor Lange seconded the motion. Tom Renkey of 45 Tulip Drive inquired whether the changes would affect existing stormwater management plans. Supervisor Shoemaker noted that it will not; the changes will only impact future activity. There were no further comments from the Board or the public, and the motion carried unanimously.

Land Development – Supervisor Shoemaker moved to approve an escrow release for Troutbeck Farm in the amount of \$122,963.90. After the release, \$414,970.08 will remain in escrow. Supervisor Perrin seconded the motion. Mr. Kerr inquired whether the developer had yet contributed toward improvements related to the traffic signal at Paoli Pike and Sugartown Road. Payment has not yet been made, but money remains in escrow. There were no further comments from the Board or the public and the motion carried. Supervisor Lange abstained.

Administration Items – Supervisor Perrin moved to approve the transfer of \$125,000 from the General Fund to the Bartram Bridge Fund in accordance with the 2022 Budget. Supervisor Lange seconded the motion. Lewis Pettinos of 6 Applewood Road inquired what the money would fund. Supervisor Shoemaker noted that the Bartram Bridge Fund is jointly funded by Willistown and Newtown Townships

and covers the stabilization and maintenance of the historic structure. Manager Lodge noted that the \$125,000 in this transfer request is for a specific repair project, planning for which is underway. There were no further comments from the Board or the public, and the motion carried unanimously.

Supervisor Perrin moved to approve a work change directive for the Fairview Road sewer replacement project. This change allows for milling and paving from the end of the sewer work to Moreland Road at contract unit prices; the price for the change totals \$7,055.84. Supervisor Shoemaker noted that paving the full length of the road now will be less expensive because crews have already mobilized. He further noted that funding for the paving will come from the Township's budget for resurfacing, and not from the sewer funds. There were no further comments from the Board or the public, and the motion carried unanimously.

Citizens' Comments

Mr. Kerr inquired what the hourly rate for Obermayer is. Manager Lodge reported that it varies, but for most of the lawyers who work for the Township, the rate is \$380/hour. Mr. Kerr separately inquired about the Spring Road box culvert status; Supervisor Shoemaker noted that the installation is stalled due to ongoing permitting issues.

Kevin Rice of 6 Colonial Way asked whether the Board had an update on the issue of posting draft minutes. Supervisor Shoemaker replied that the Board is working toward an answer on this issue.

A resident asked if there was any update on the sale of the Township Sewer System. Supervisor Shoemaker replied that there is no update at this time and that the Township remains committed not to closing on the sale while appeals are ongoing.

Troy Moss at 10 Greenbriar Lane reported that several residents of his neighborhood have complained regarding shooting noise at Waynesborough Country Club. Easttown Police have not responded due to jurisdictional issues. Supervisor Shoemaker commented that the Willistown Board of Supervisors will reach out to the Easttown Board to explore solutions.

Supervisor Lange offered personal notes of thanks to Community Service Award recipient Don Mancini.

Next Meeting

The Annual Reorganization Meeting of the Board of Supervisors will be held Tuesday, January 3, 2023, at 7:00 PM in the Township Building and via Zoom.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:40 PM.

Respectfully submitted,



Shanna Lodge
Township Manager