

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA
MONDAY, MAY 8, 2023, AT 7:00 PM**

MINUTES

The Regular Meeting of the Board of Supervisors came to order at 7:00 PM. Supervisors Robert T. Lange, and Molly H.B. Perrin were present. Also present were Township Manager Shanna Lodge, Chief of Police Robert Klinger, and Solicitor Max O'Keefe.

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

Announcements

Supervisor Perrin announced the resignation of Mary Hundt, Director of Parks and Recreation. The Township is grateful for her 20-plus years of service and wishes her the best as she takes a new position with the Commonwealth of Pennsylvania.

New Business

Minutes – Supervisor Lange moved to approve the minutes of the special meeting held on April 14, 2023. Supervisor Perrin seconded the motion. There were no comments from the Board or the public, and the motion carried.

Supervisor Lange moved to approve the minutes of the Board of Supervisors meeting held on April 24, 2023. Supervisor Perrin seconded the motion. Joe Heenan of 713 Monument Road asked for clarification on a statement made at the meeting regarding the posting of draft minutes. Solicitor O'Keefe echoed his comments from the previous meeting regarding draft minutes being exempt from disclosure and this being a recognized best practice. Manager Lodge noted that this clarification could be brought up during public comment if it was not a request for a change to the minutes. Mr. Heenan acknowledged he was not asking for a change to the minutes. There were no further comments from the Board or the public, and the motion carried.

List of Expenditures – Supervisor Lange moved to approve the list of expenditures dated May 5, 2023. Supervisor Perrin seconded the motion. Mr. Heenan inquired regarding the appraisal payment to O'Donnell Appraisers. Supervisor Perrin noted that appraisal are exempt from disclosure because of the undue effect releasing them could have on the real estate market and or a transaction between private parties. Mr. Heenan asked if it was permissible to disclose if this was a property that had been previously appraised. Manager Lodge noted that the appraisal on the expenditure list is for a property that is being newly considered. There were no further comments from the Board or the public, and the motion carried.

Police Report – Chief Klinger reported on recent department activity, including an investigation into a theft from an unsecured garage which resulted in a traffic pursuit. Citations were issued for harassment and attempted vehicle theft. Of the ten reported vehicle crashes, one was related to a collision with a deer. Mr. Heenan commended the Chief on the advancements the department has made.

Sewage Conveyance Agreement – Manager Lodge introduced a Sewage Conveyance Agreement between Easttown Township, Easttown Municipal Authority (EMA), and Willistown Township, setting forth the terms and conditions upon which Willistown shall have the continued right to discharge

sanitary sewage from via Willistown Conveyance System into the Easttown Conveyance System for conveyance to the Darby Road Pump Station. For the continued conveyance of sewage from 130 properties, primarily those located in the Weatherstone development, the proposed service fee is \$7.57 for each property annually, intended to cover Willistown's pro rata share of the operating and maintenance expenses of the Easttown Conveyance System. Solicitor O'Keefe noted one condition of approval to the motion of the Board, which was a correction on the color coding on an Exhibit of the Agreement to match the terms within the Agreement text.

Supervisor Perrin moved to approve the agreement subject to the condition of correcting the color coding. Supervisor Lange seconded the motion. Manager Lodge and Solicitor O'Keefe offered clarification to inquiring members of the public regarding the timing of the agreement – it is perpetual – and the flow of the sewage, which leaves Willistown and passes through EMA pipes on the way to the Darby Road Pump Station. There were no further comments from the Board or the public, and the motion carried.

Citizens' Comments

Supervisor Lange left the meeting during the comment period, with apologies, explaining he was needed for harvest operations on his farm.

Supervisor Perrin began Citizens' Comments by resuming the discussion of minutes previously mentioned. She noted that the Township runs a tight ship with limited staff. Manager Lodge noted additionally that the Boards and Commissions are run by volunteers. Mr. Heenan inquired whether only those present at a meeting could vote to approve the minutes of that meeting. Solicitor O'Keefe acknowledged that this is the case, thanked Mr. Heenan for noting it, and suggested that a refresher could be offered to chairs of the various boards and commissions. Henry Yordan of 152 Grubb Road requested that draft minutes of other boards and commissions be published prior to meetings as the Board of Supervisors minutes now are. Julie Frissora of 34 Chetwynd Road echoed this request. Supervisor Perrin reiterated her previous comments and the exemption previously mentioned, but noted this could be further explored. Manager Lodge noted that draft minutes are always available for review at the meeting at which they are being considered.

Ms. Frissora inquired whether the Township has received any communication from Aqua since the notice of termination of the APA. Supervisor Perrin reported that no communication has been received.

Mr. Yordan suggested the involvement of an interested group of sewer users in decisions regarding the future of the system. Supervisor Perrin thanked Mr. Yordan and welcomed public comment at all upcoming meetings regarding the issue. Jerry Childers of 8 Colonial Way suggested that the Board seek a variety of information through brainstorming efforts. Thomas Renkey of 45 Tulip Drive noted that in order to be most efficient, constraints surrounding any action that could be taken should be determined first. This will avoid wasting time or effort. Supervisor Perrin noted that the Board and staff will work toward an inclusive and efficient effort.

Mr. Yordan inquired if there is an estimate of when the Township audit will be completed. Ms. Lodge noted that while no hard date has been identified, the Township is a few weeks ahead of where we were this time last year. Manager Lodge and Solicitor O'Keefe noted, as has been previously noted in other meetings, that the Commonwealth's April statutory deadline is antiquated and many municipalities similar in size and scope.

A discussion followed including comments from Ms. Yordan, Ms. Frissora, and Mr. Childers. Pam Schafer of 129 South Cedar Hollow Road noted that in her work for non-profit organizations, waiting on 3rd party

reports can delay audits. Manager Lodge noted that external agencies can slow Township audit processes as well.

Supervisor Perrin noted that the Township has a history of completing an audit accurately, that there are no penalties for the completion timeline Willistown generally works within, that the State has been contacted and has reported no issues with Willistown's report, and that the Township has not historically even been late enough to warrant a reminder from the State. Mr. Renkey shared that his experience has always been that Willistown Township always works as fast as they can, putting effort toward things that provide the most value to the community. Murray Gordon of 42 Meadow View Lane suggested that completing the audit quickly will keep the Township competitive.

Next Meeting

The next meeting of the Board of Supervisors will be on May 22, 2023.

Adjournment

There being no further business before the Board, the meeting adjourned at 7:56 PM.

Respectfully submitted,



Shanna Lodge
Township Secretary