

**Special Meeting of the
WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA
THURSDAY, OCTOBER 26, 2023, AT 5:30 PM**

MINUTES

Supervisors Molly H. B. Perrin and William R. Shoemaker were present. Also present were Township Manager Shanna Lodge, Director of Finance Marty McKenzie, and Township Wastewater Engineer Bill Malin.

The Special Meeting was called to order at 5:30 PM. Supervisor Perrin led the pledge of allegiance which was followed by a moment of silence.

New Business

Supervisor Perrin explained the purpose of the meeting, which was called for a presentation by the Township sewer engineer regarding preliminary results of the ongoing sewer studies. Also on the agenda are a discussion regarding options for administration and maintenance of the sewer system, and a discussion of the allocation of professional fees related to the terminated sewer system sale. Public questions and comments would be accepted on each agenda topic.

Presentation of Preliminary Results

Mr. Malin and Manager Lodge presented the preliminary results of the sewer rate and capital reserve studies. The presentation¹ included an estimation of rate increases for the Valley Forge Sewer and Penn's Preserve Sewer customers, an explanation of why rates are expected to increase, a description of the capital study methodology, an inventory of system infrastructure, and financing options.

The following members of the public commented on this item: Israel Kalb of 402 Whispering Brooke Drive, Carol Meerschaert of 133 Spruce Lane, Russ Godley of 19 Bryan Avenue, Jerry Childers of 8 Colonial Way, Richard McDonnell of 29 Wistar Road, Brian St. Clair of 12 Marlin Drive, Pam Schafer of 129 S Cedar Hollow Road, Joe Heenan of 713 Monument Road, Priscilla Samuelson of 5 Woodford Lane, Murray Gordon of 42 Meadow View Lane, Kevin Rice of 6 Colonial Way, Julie Frissora of 34 Chetwynd Road, and Robin Flavell of 2 Arlington Road.

Administration and Management of Willistown Township Sewer System

Manager Lodge briefly presented¹ on recommended administrative changes, including: removing Township oversight of low pressure grinder pumps and the associated maintenance charges; conducting a comprehensive review of Township sewer ordinances; televising and testing Township sewer lines; conducting long-range capital planning; installing well meters for well water customers to more accurately track usage; and revising the Township wastewater engineer's scope of work.

Supervisor Perrin presented¹ on some of the sewer system management arrangements that could be pursued. Options presented included: Continue to own and maintain system; Lease the system to a private company; Lease the system to a Municipal Authority such as VFSA or another Authority; Sell or dedicate the system to an existing Municipal Authority; Create a Municipal Wastewater Authority. In the discussion that followed, it became clear that the two most feasible and preferred options are: Continue to own and maintain the system or Create a Municipal Wastewater Authority.

A discussion followed, and the following residents offered comment on the subject: Brian St. Clair of 12 Marlin Drive, Kathy Schmidt of 2804 Sagewood Drive, Betsy Allinson of 21 Wistar Road, Priscilla Samuelson of 5 Woodford Lane, Julie Frissora of 34 Chetwynd Road, Russ Godley of 19 Bryan Avenue, Murray Gordon of 42 Meadow View Lane, Israel Kalb of 402 Whispering Brooke Drive, Carol Meerschaert of 133 Spruce Lane, Jerry Childers of 8 Colonial Way, Joe Heenan of 713 Monument Road, and Kevin Rice of 6 Colonial Way.

Discussion of Allocation of Professional Fees Related to Terminated Sewer System Sale

Supervisor Perrin opened a discussion regarding the Board's potential allocation of General Fund monies to the Sewer Fund in the amount expended toward Professional Services related to the Terminated Sewer Sale. A discussion followed, and both Supervisor Perrin and Supervisor Shoemaker indicated their support of a payment of some amount. As the full board was not present and the meeting was not advertised to include a vote on the matter, a vote was not held, but Supervisor Perrin indicated her desire to call a vote on the subject at the upcoming regular meeting scheduled for November 13, 2023. Manager Lodge indicated that Township staff would determine the amount of money expended based upon parameters provided by the Board.

The following residents offered comment on the subject: Julie Frissora of 24 Chetwynd Road, Carol Meerschaert of 133 Spruce Lane, Jerry Childers of 8 Colonial Way, Joe Heenan of 713 Monument Road, Richard McDonnell of 29 Wistar Road, Kathy Schmidt of 2804 Sagewood Drive, Robin Flavell of 2 Arlington Road, Pam Schafer of 129 S Cedar Hollow Road, and Lewis Pettinos of 6 Applewood Road.

Next Meeting

The next regular meeting of the Board of Supervisors will be on November 13, 2023, at 7 PM.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:00 PM.

Respectfully submitted,



Shanna Lodge
Township Secretary

¹ The entire presentation will be made available on the Township website following the meeting.