

WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES
40 Lloyd Avenue, Suite 208, Malvern, Pennsylvania
January 6, 2014 at 6:30 PM

Oath of Office

District Justice Thomas Tartaglio administered the Oath of Office to newly re-elected Supervisor Robert T. Lange and Township Manager David R. Burman.

The Annual Organization Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors William R. Shoemaker and Robert T. Lange were present. Also present were Township Manager David R. Burman and Chief of Police John Narcise.

Mr. Lange led the Pledge of Allegiance to the Flag, followed by a moment of silence for our troops.

Organization of the Board of Supervisors

Mr. Lange moved to appoint Mr. Shoemaker Temporary Chairman for the purpose of electing Chairman and Vice-Chairman for calendar year 2014. Mr. Shoemaker seconded the motion, and there being no comments from the Board or the public, Mr. Shoemaker was elected Temporary Chairman by a vote of 2-0.

Mr. Shoemaker nominated Mr. Lange for the position of Chairman for calendar year 2014, and there being no comments from the Board or the public, Mr. Lange was elected Chairman by a vote of 2-0.

Mr. Lange nominated Mr. Shoemaker for the position of Vice-Chairman for calendar year 2014, and there being no comments from the Board or the public, Mr. Shoemaker was elected Vice-Chairman by a vote of 2-0.

Resignation of Supervisor Norman MacQueen

Mr. Shoemaker moved to accept, with alacrity, the resignation of Supervisor Norman MacQueen dated December 31, 2013. Mr. Lange seconded the motion. Mr. Lange offered thanks to Mr. MacQueen for his service as Township Supervisor. Mr. MacQueen expressed pleasure and gratitude for his time serving on the Board of Supervisors. There were no further comments from the Board or the public and Mr. MacQueen's resignation was accepted by a vote of 2-0.

Resignation of Tax Collector Charles B. Guernsey

Mr. Shoemaker moved to accept the resignation of Tax Collector Charles Guernsey dated December 24, 2013. Mr. Lange seconded the motion. The Supervisors noted Mr. Guernsey's many years of service to Willistown Township, and expressed regret for Mr. Guernsey's failing health. There were no further comments from the Board or the public and Mr. Guernsey's resignation was accepted by a vote of 2-0.

Appointment of Township Officials

Mr. Shoemaker moved to appoint the Township Officials listed below. Mr. Lange seconded the motion. Mike Kerr of 33 Stonehenge asked about the nature of the Township's relationship with Mr. Loeper. Mr. Burman explained that Mr. Loeper is an employee of Keystone Municipal Services, a third party agency providing zoning and code enforcement services. There were no further comments from the Board or the public and the motion passed by a vote of 2-0.

- **Township Manager and Secretary:** David R. Burman
- **Chief of Police:** John M. Narcise

The Board of Supervisors will hold a public hearing on Tuesday, January 21, 2014 at 7:00 PM to consider the Conditional Use Application in which the Norbertine Fathers (Daylesford Abbey) seek to modify Condition Number 8 of the Board's Decision dated December 17, 2007 concerning the construction of a public recreation trail. The hearing will take place during the regular meeting on Tuesday, January 21, 2014 at 7:00 PM at the Sugartown Elementary School.

Unfinished Business

None.

New Business

Mr. Shoemaker moved to approve the Board of Supervisors meeting minutes dated December 16, 2013. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve the List of Checks and Interfund Transfers dated January 6, 2014. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve the Procurement Card Purchases for November 2013. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 1 of 2014, designating TD Bank as a depository for Township funds. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 2 of 2014, designating Meridian Bank as a depository for Township funds. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 3 of 2014, establishing public safety areas. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 4 of 2014, appointing the firm of Smart Devine (formerly Hanna McGlone PC) to replace the elected auditors for the December 31, 2013 audit. It was noted that the firm is of no relation to elected Auditor Michael Devine. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 5 of 2014, revising Act 537 to extend sewage facilities on Horseshoe Lane. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve Resolution 6 of 2014, revising Act 537 to extend sewage facilities on East King Street and Tendler Lane. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to appoint Martin McKenzie as a delegate and David Burman as the voting delegate to the Annual Conference of the Pennsylvania State Association of Township Supervisors. Mr.

Lange seconded the motion. There were no further comments from the Board or the public, and the motion carried by a vote of 2-0.

Mr. Shoemaker moved to approve the Treasurer's Bond in the amount of \$3,000,000 and the Township Manager's Bond in the amount of \$150,000. Mr. Lange seconded the motion. There were no comments from the Board or the public, and the motion passed by a vote of 2-0.

Citizen Comments

Mike Kerr of 33 Stonehenge inquired with regard to the Developer for the Daylesford Abbey project. Mr. Shoemaker reported that the Township has not received that information.

Jim Tate of 9 Harvey Lane asked about the procedure for filling the vacant positions. Mr. Shoemaker reported that the Supervisors have 30-days to appoint individuals to fill the vacancies. Mr. Lange asked Mr. Tate if he was interested. Mr. Tate declined.

Jim Goodyear of 20 Laurel Circle inquired about the potential for public sewers to be installed along Harvey Lane, noting that his property is quite limited in terms of a suitable location for replacement of his on-site system. Mr. Shoemaker reported that, before a project of this nature could be engineered, a study to include a needs assessment would need to be completed under Act 537. Mr. Shoemaker further noted that a great deal of subsurface rock exists in the vicinity of Laurel Circle, which he fears will result in a very expensive project which could be a hardship to the landowners benefiting from the new public sewers, if any are installed. Maria Goodyear of 20 Laurel Circle, Scott Cash of 13 Laurel Circle and Andrea Lynch of 7 Hilldale Road expressed their interest in public sewers, as well. The Board asked Mr. Burman to review the status of any existing Act 537 studies, and to follow up with the Board and the residents.

Supervisor Lange offered best wishes to the residents for a very happy new year. In addition, Mr. Lange offered kudos to the road crew for their hard work in keeping our roads safe during the numerous winter storms we have endured so far this season. Mr. Lange expressed concern for the fiscal aspects of winter weather operations, noting the Township's responsibility to provide for the safety of our residents.

Chief Narcise commented about a recent incident at the Okehocking Preserve in an attempt to dispel any rumors. Specifically, Chief Narcise reported that a suicide took place at that location over the holidays. He thanked Mr. Burman and the public works crew for assisting the police department that day.

In response to comments at recent public meetings concerning the patrols of the police department, Chief Narcise noted that, in order to provide the most effective crime prevention, there are no set patterns for patrols in Willistown.

Concerning a recent article about the availability of drug turn-in boxes in some police departments, the Chief observed that the current infrastructure in Willistown's Police Building does not lend itself to the installation of the box, which is to remain in a secure location where folks can utilize the box anonymously.

Jim Tate of 9 Harvey Lane noted that the DEA will have a drug take-back program in spring.

Secretary's note: After the meeting Mr. Tate reported that a drug take-back box is located in the lobby of the Tredyffrin Township Administration Building, which meets the requirements of the program.

Mr. Lange thanked Mr. Lee Westergom, the Head Custodian at the Sugartown Elementary School, for accommodating the Supervisors' meetings at this location.

Next Meeting

The next meeting will take place on Tuesday January 21, 2014 at 7:00 pm at Sugartown Elementary School. All meetings are open to the General Public.

Adjournment

There being no further business, the meeting adjourned.

Respectfully Submitted,



David R. Burman
Secretary