

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS MEETING MINUTES
688 SUGARTOWN ROAD, MALVERN, PA
MONDAY AUGUST 20, 2018 AT 7:00 PM**

The Regular Meeting of the Willistown Township Board of Supervisors came to order at 7:00 PM. Supervisors Robert T. Lange, William R. Shoemaker, and Barbara L. Handelin were present. Also present were Township Manager David R. Burman, Chief of Police John M. Narcise, Lieutenant Robert P. Klinger, Officer Mark Monroe, and Detective Stephen Jones.

Mr. Lange led the Pledge of Allegiance to the Flag and a moment of silence for military personnel.

Special Presentation

Chief Narcise recognized personnel from Chester County Department of Emergency Services, Berwyn Ambulance, Paoli Ambulance, and Willistown Police Department for dedication to duty and professionalism during an incident on Grubbs Mill Road on June 20, 2018.

Mr. Burman introduced Eve Miari of Del-Chesco United to provide a brief explanation of the Citizens Risk Assessment concerning the Mariner East 2 pipeline. Ms. Miari explained the potential impact and benefits of the risk assessment for Willistown Township. Mr. Shoemaker moved to contribute \$2,000.00 to the risk assessment. Ms. Handelin seconded the motion. Ms. Miari thanked the Board for their interest and provided details about training and other educational opportunities that are available, including a public meeting on Wednesday, September 19 at 7 PM in the Fugett Middle School Auditorium to address questions community members might have in the event of a pipeline emergency. The Board asked Mr. Burman to investigate the possibility of hosting such an educational session in Willistown. There were no further comments from the Board or the public, and the motion carried unanimously.

Announcements

None.

New Business

Mr. Shoemaker moved to approve the minutes of the meeting held June 18, 2018. Mr. Lange seconded the motion, as Ms. Handelin was absent from that meeting. There were no comments from the Board or the public, and the motion carried by a vote of 2-0, with Ms. Handelin abstaining.

Mr. Shoemaker moved to approve the list of expenditures and interfund transfers dated August 20, 2018. Ms. Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Mr. Lange introduced consideration of Resolution 13 of 2018, a Resolution establishing the OPEB Trust Fund Advisory Board. Mr. Burman reported that OPEB refers to "other postemployment benefits", which in this case means postretirement healthcare benefits for retired police officers.

In any event, recent pronouncements of the Government Accounting Standards Board (GASB) provided new reporting requirements for Pension Plans and OPEB Plans--- OPEB referring to "other postemployment benefits", which in this case means postretirement healthcare benefits for retired police officers. The Township had established an ad hoc pension committee many years ago and, in

response to the recent GASB pronouncements, the Board of Supervisors formalized the Police Pension Advisory Board via Ordinance 9 of 2016. During implementation of the new reporting requirements, it seemed advisable to include the responsibilities of an OPEB Trust Fund Advisory Board as a function of the Police Pension Advisory Board. This Resolution accomplishes that goal. Mr. Shoemaker moved to approve Resolution 13 of 2018. Ms. Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Mr. Lange introduced consideration of adopting the OPEB Trust Fund Investment Policy Statement. Mr. Burman reported that the purpose of this Investment Policy Statement (IPS) is to establish a clear understanding between the Willistown Township OPEB Trust Fund (Investor) and The Vanguard Advisers, Inc. (VAI) (Advisor) as to the investment objectives and policies applicable to the Investor's asset allocation portfolio (Portfolio). It was reviewed and recommended for approval during the August meeting of the Willistown Police Pension Advisory Board. Ms. Shoemaker moved to adopt the OPEB Trust Fund Investment Policy Statement. Ms. Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Conditional Use

Mr. Shoemaker moved to approve Conditional Use Application No. C-1-18, the Application of Monkey Farm LLC for conditional use approval pursuant to §73-62 of the Willistown Township Code in order to construct a driveway and water well in the Riparian Zone 2 buffer area. The property consists of one parcel known as tax parcel #54-3-149, with an address of 218 Spring Rd., Malvern, PA 19355, with the following conditions:

1. To the extent not inconsistent with this Order, the development of the Property and construction shall be substantially in accordance with the exhibits and testimony presented by the Applicant. Specifically, the area of new driveway proposed within the riparian buffer area shall be less than or equal to the area of driveway being removed from the riparian buffer area.
2. The proposed construction shall be approved by all applicable regulatory agencies with jurisdiction.
3. Submittal of a riparian buffer management plan as required by §73-64 of the Code, subject to the review and written approval by the Township engineer.
4. The Applicant shall execute and provide to the Township a recordable, notarized copy of a memorandum containing a metes and bounds description of the property in question and stipulating the terms and conditions of this approval and shall consent to the recording by the Township in the office of the Recorder of Deeds of Chester County within thirty (30) days following expiration of the appeal period.
5. Nothing contained in this Decision and Order shall be construed to abrogate or limit the obligation of the Applicant to seek and obtain building and use and occupancy permits or any other necessary permits and approvals for construction and occupancy on the Property. This approval shall be deemed null and void eighteen (18) months from the date hereof unless construction has heretofore been

commenced or unless, prior to the expiration of the eighteen-month period, the Board of Supervisors shall grant an extension for cause shown by the Applicant.

6. The Applicant shall express to the Board in writing within fourteen (14) days of the date of this Decision and Order, its agreement to the above conditions or the Application is denied; the Board expressly finding and concluding that the Application in the absence of compliance with the said conditions is inconsistent with the objective criteria set forth in the applicable provisions of the Code.

Ms. Handelin seconded the motion. There were no comments from the Board or the public, and the motion carried unanimously.

Mr. Lange introduced a request for an extension of time to commence construction in the matter of Application No. C-3-15, the Application of Renehan Building Group for conditional use approval to construct a single-family dwelling in the Steep Slope Conservation District. The Board granted Conditional Use Application C-3-15 back in 2015, permitting an encroachment into precautionary steep slopes. One of the conditions of approval required the work to commence within 18-months of that approval. The Applicant requests an extension of that deadline. After a brief discussion with the Applicant, Mr. Shoemaker moved to extend the deadline until December 15, 2018. Ms. Handelin seconded the motion. There were no further comments from the Board or the public, and the motion carried unanimously.

Police Report

Chief Narcise reported on recent activities of the Willistown Township Police Department, including the arrest of a 17-year-old in the theft from a shed, a domestic violence incident, and a case of terroristic threats at a local bank. The Chief also congratulated Officer Mark Monroe on the completion of his coursework at Rosemont College.

Citizens' Comments

Rick Kiewell of Cohassatt Lane commented as a representative of the Deerfield Knoll Homeowner's Association. He asked the Board what would be necessary to release a small escrow account that had been established as a result of the Conditional Use approval for the Development back in the 1980's. Mr. Shoemaker advised that any changes to the Conditional Use approval would require a Conditional Use Application and a subsequent hearing. Mr. Kiewell asked whether the Board would be willing to waive the fees for a Conditional Use hearing. The Board indicated that those fees are intended to cover the costs of the hearing, and the other taxpayers of the Township should not absorb the costs for the Applicant. Mr. Kiewell indicated that he would work with Mr. Burman on this matter.

Mahala Renkey of Tulip Drive commented as a representative of the Landscape Committee at Applebrook Meadows. Ms. Renkey discussed conditions of the Riparian Buffer Area adjacent and downstream of Hospital Drive, including her communications with Bryn Mawr Rehab Hospital. The Board discussed their willingness to assist with the communication and involvement of the Chester County Conservation District. The Board also expressed the Township's interest in working with landowners on certain projects that could lead to improved stormwater runoff conditions, as required by the Township's MS4 permit.

Jack McGinley of 2 Second Avenue commented with regard to the height of a neighbor's fence. Mr. Burman reported that the Zoning Officer would reach out to Mr. McGinley.

Next Meeting

The next Regular Meeting of the Board of Supervisors is scheduled for Monday, September 17, 2018 at 7:00 PM at 688 Sugartown Road.

Adjournment

Seeing no further business, the meeting adjourned.

Sincerely,



David R. Burman, Secretary