

EAST WHITELAND TOWNSHIP  
Board of Supervisors  
Meeting Minutes  
September 12, 2019

Board Members Present: Sue Drummond, Chair; Scott Lambert, Vice-Chair; and Rich Orlow, Member.

Staff Present: John Nagel, Township Manager; Cathy Kleponis, Finance Director; William Steele, Public Works Director; Steve Brown, Assistant Township Manager, Director of Codes & Life Safety; Zach Barner, Director of Planning; Donna Wikert, Asst. to the Township Manager; Chris Yeager, Chief of Police and Joe McGrory, Solicitor

Ms. Drummond called the regular meeting to order at 7:15P.M.

Pledge of Allegiance then a moment of silence to honor the victims, families, and first responders on the 18<sup>th</sup> anniversary of September 11, 2001.

**Board Briefings:**

- Showcase the three new East Whiteland Volunteer Fire Association Vehicles - one tanker truck, one fire rescue truck, and one ambulance.
- Sewer Project – Mr. Steele gave update on two sewer projects proposed to install Public Sewer to existing neighborhoods. The first covers Conestoga to Hillbrook, North & South Bacton Hill, Swedesford from Bacton Hill Park to 202 underpass. There will be a meeting October 17, 2019 at 6:30 PM for residents. The second project covers Planebrook Road, Prospect, Elk, Fairway, Golfview and Kaufmann areas. This meeting is November 21, 2019 at 6:30 PM. Both meetings will provide information for affected homeowners and are open to the public.
- Down East Park – Chuck Barbera, Parks and Recreation Committee volunteer, gave a brief presentation on the donation of playground equipment for the Down East Park. The Bitto family has offered to gift the Township new playground equipment in memory of their daughter Julia who passed away this year. The Bitto family is working with Where Angels Play organization and National Lands. The Where Angels Play organization would like to meet with the Board of Supervisors next month to make sure their plans comply with all regulations.  
Mr. Lambert made a motion to support this project, subject to being compliant with Township code. Mr. Orlow seconded the motion; the motion was approved 3-0.
- Bulk Trash Pickup – Wednesday October 2 through Saturday October 5 – information on the website. No electronics will be accepted.

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**Board Motions & Resolutions:**

- 2020 Preliminary Budget Workshops, Wednesday October 16<sup>th</sup> at 9:00 a.m. and Wednesday October 30<sup>th</sup> at 3:00 p.m. These meetings are open to the public.  
Mr. Orlow made a motion to approve. Mr. Lambert seconded the motion; the motion was approved 3-0.
- Bids for Contracting of Supplemental Grass & Snow Maintenance  
Mr. Nagel explained that with 2 full time positions still open in Public Works, we need to contract with a local company for grass cutting and snow removal until the positions are filled.  
Mr. Lambert made a motion to approve advertisement of supplemental grass & snow maintenance for 2019 and 2020. Mr. Orlow seconded the motion; the motion was approved 3-0.
- Authorize Purchase & Installation of Body & Vehicle Cameras for \$101,986 from Watch Guard through COSTARS Program.  
Chief Yeager spoke about ordering 14 body-worn and 12 vehicle cameras from Watch Guard for all officers. These cameras will enhance public safety and be used for documenting what happens on a police call or vehicle stop. The Chief is hoping to have them purchased and installed with training complete by the end of the year. Data will be stored on separate servers. Non evidence recordings will be kept for 60 days, and evidence recordings as long as needed. The life expectancy is 3 to 5 years on all equipment.  
Mr. Orlow made a motion to approve the purchase. Mr. Lambert seconded the motion; the motion was approved 3-0.
- Heating Oil & Diesel Fuel Bids – Mr. Steele stated this is the annual Heating and Diesel fuel bid for 2019-2020. Mr. Steele recommends we split the award as follows:  
Riggins – Diesel fuel \$1.9805 per gallon  
Reilly & Son – Heating Oil \$2.105 per gallon  
Mr. Orlow made a motion to award and split the diesel fuel and heating oil bid. Mr. Lambert seconded the motion; the motion was approved 3-0.

**Planning & Development:**

- License Agreement with GMH East Whiteland Holdings LLC for the fire company to temporarily enter and use property for fire training. Matt Fink, Deputy Director of Fire & Emergency Services, discussed an agreement between the Fire Company and GMH to use the vacant bowling alley for training for 9 days in September. There will be no live fire. All agreements are signed and in hand.

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Mr. Orlow made a motion to approve the agreement. Mr. Lambert seconded the motion; motion was approved 3-0.

- Ratify a Hold Harmless agreement with Workspace to allow the Fire Company to conduct tanker training at 420 Lapp Road.

Matt Fink said they need an area to train in the proper use of the portable ponds that came with the new tanker truck. Workspace has given permission to use their property at 420 Lapp Road, but wanted an agreement signed.

Mr. Lambert made a motion to ratify the Hold Harmless agreement. Mr. Orlow seconded the motion; the motion was approved 3-0.

- Consider Motion to advertise the following Zoning Ordinance: Deletion of Special Sign provisions in Section 200-82. C and 200-89

Mr. Brown explained that we have an unusual provision that allows special signs in unusual circumstance, but neither special signs nor unusual circumstances are defined, leaving the township open for any kind of sign. Our solicitor recommends we delete this language from the ordinance.

Mr. Orlow made a motion to advertise the Zoning Ordinance change. Mr. Lambert seconded the motion; the motion was approved 3-0.

#### **Public Comment:**

Mr. Andrew Burkhart, of AZ Corporation, has been contracted by Catalent to perform an interior renovation to an existing empty space inside of their building at 333 Phoenixville Pike. The rooms require high end finishes that are 5-10 times the cost of normal finishes to meet standards for “clean rooms.” Permit fees are based on the cost of the job and come to \$54,002.32. He is requesting that the Board consider lowering the permit fee from 2% to 1.5% due to the high end finishes.

Mr. Orlow explained that while fees may sometimes be reduced for nonprofit organizations, there is no justification for reduction in this case.

#### **Consent Agenda:**

- Approve Meeting Minutes from August 14
- Approve Resolution 50-2019, 51-2019, 52-2019 for 2020 Minimum Municipal Obligation for All Township Pension Plans
- Acceptance of the Treasurer’s Report : As of July 31, 2019
- Ratify Payment of Bills : \$1,836,842.76 (August 2019)
- Approval of three year agreement authorizing Hough Associates to collect residential and commercial recycling data and prepare PA DEP 904 Recycling Grant Applications for East Whiteland Township.

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Mr. Lambert made a motion to approve the consent agenda as read by Chair. Mr. Orlow seconded the motion; the motion was approved 3-0.

**Announcements:**

Executive Sessions were held on September 10 & 11, 2019 to discuss personnel and legal matters.

Chief Yeager made a comment that recently there had been several break ins of unlocked cars and sheds in a residential neighborhood. He reminded people to lock their vehicles, close their garages, and lock their sheds.

**Meeting Adjournment: 8:15P.M.**

**Donna Wikert**

**Board Secretary**