

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING  
Township Municipal Building, Stokes Assembly Hall, 1039 Wilmington Pike, Westtown  
June 2, 2008 7:30PM

In attendance were Supervisors, Vice Chair Carol R. De Wolf, and Police Commissioner Charles P. Barber; Township Manager Robert Layman; Township Building Inspector John Wilson; Township Roadmaster Mark Gross; and Township Planning Commission member Mark Purcell. There were three guests in attendance.

**I. Call to Order.**

As there was a quorum present Vice-Chair Carol De Wolf called the meeting to order at 7:35PM and led those present in the Pledge of Allegiance.

**II. Approval of Minutes (May 19, 2008 Regular Meeting).**

In the absence of Mr. Foster and as Ms. De Wolf was not in attendance at the May 19, 2008 meeting, this item was tabled.

**III. Departmental Reports.**

**A. Township Building Inspector John Wilson.**

Mr. Wilson reviewed the May Building Report. He stated that the Township is now required by DEP to have an enforcement program for recycling. He will be doing a survey throughout the Township on trash/recycling days to determine the percentage of residents who have put out recycling. Ms. De Wolf stated that she will address this issue later in the meeting.

**B. Township Roadmaster – Mark Gross.**

Mr. Gross presented the May Road Report. He stated that the Township has advertised and received the bids for the 2008 Road Maintenance Program. The bid will be awarded this evening. The Road Department, has installed “No Parking” signs on Dunning Drive, at the request of the residents, to help control parking during events at Bayard Rustin High School. Mr. Gross stated that the sanitary sewer line installation for the Mansion has been completed with restoration of any affected area. He also reported that the Department has worked with the Friends of Oakbourne to remove dead trees and stumps in Oakbourne Park. The Department will work this month on the areas to be paved this year and do any necessary repairs to the stormwater inlets on those roads.

**C. Township Planning Commission.**

Mr. Purcell reported on the May 21<sup>st</sup> Planning Commission Meeting. The Commission reviewed the draft Lighting Ordinance prepared by the Township consultant. Mr. Purcell emphasized that the Lighting Ordinance is for the whole Township not just a particular site. The Commission expects to be able to make a recommendation on the ordinance at this week’s Planning Commission meeting. The Commission also reviewed John Snook’s memo dated May 21, 2008 pertaining to the draft Zoning Ordinance Amendments to the A/C District. Mr. Purcell stated in order not to affect the time line of the Presby Homes Conditional Use Hearing the Commission made a motion to recommend to the Board of Supervisors which revisions to the amendments are acceptable and which ones are not.

**D. Parks Advisory Group.**

Mr. Layman reported for the Parks Advisory Group. He stated that the Prelude to Mother’s Day Tea was a success with lessons learned for running future events. Parks Advisory is planning two movie nights. The dates are Friday, July 11<sup>th</sup>, and Friday, August 8<sup>th</sup>. The first movie to be shown will be Cars. Parks Advisory is looking for sponsorship from a car dealership to defray the cost of the event.

**E. Financial Report – Robert Layman.**

Mr. Layman stated that revenues were slightly higher in April. He stated that Road expenditures are under by \$60,000 due to a mild winter. Trash/recycling revenue is down but should equal out by the end of the year. Expenditures under Administration are up due to consultant fees that will be reimbursed. The overages in the Wastewater funds are also due to expenditures for engineering fees that will be reimbursed. Mr. Layman stated that the Township received \$20,000.00 more than expected in State Liquid Fuel Funds. Mr. Barber asked if the short fall in trash/recycling revenues was due to non-payment. Mr. Layman responded that this is hard to determine as it is only the first quarter of the year.

**IV. Public Comment Non Agenda Items.**

Jennifer Shea, 1518 Carmac Road, asked due to the heavy volume of traffic on Carmac Road, if a three way stop sign could be installed at Carmac and Martone Roads. Mr. Gross stated that the intersection would have to meet the PennDOT warrants for installation of the signs. Mr. Barber will ask the Traffic Unit to do a speed check on Carmac. Mrs. Shea stated that she had called the Township Office about pets wandering loose in the neighborhood and the staff was very helpful with this issue. Mrs. Shea asked if the information she received could be included on the Township website. Ms. De Wolf responded that this would be done.

**V. Old Business.**

Ms. De Wolf announced that the continued Conditional Use Hearings for Presby Homes and Crebilly will held on Thursday, June 5<sup>th</sup>, 7:00Pm, at the Stokes Assembly Hall.

Ms. De Wolf stated that State Act 140 puts additional stipulations on Townships in order to receive a Performance Grant for recycling. The Township is now required not only to provide a recycling program for the residents but must prove that the program is being enforced. Ms. De Wolf stated that this will be further explained in the next Township Newsletter and on the Township website.

**VI. New Business.**

**A. Award 2008 Township Road Reconstruction Bid to Charlestown Paving & Excavating In The amount of \$317,515.00.**

Ms. De Wolf stated the roads to be reconstructed this year are Jacqueline Drive, Old Wilmington Pike (North Section from Route 202 to Route 202), Dunvegan Road (West of cul-de-sac to John Anthony Drive), and Johnny's Way (Route 352 to Pennwood School).with an alternate bid for General Howe Drive. The bid will be awarded to Charlestown Paving and Excavating the lowest responsible bidder in the base amount of \$317,515.00. Ms. De Wolf stated as the project proceeds it will be determined if it will be financially feasible to do the work on General Howe Drive.

Mr. Barber made a motion, seconded by Ms. De Wolf, to award the 2008 Road Reconstruction Bid to Charlestown Paving & Excavating, Inc., in the base bid amount of \$317, 515.00. It will be determined as the work proceeds if the alternate bid for General Howe Drive, in the amount \$48,752.50 will be done. Ms. De Wolf asked for public comment. There was no public comment. The Board of Supervisors unanimously awarded the bid.

**B. Investment of Funds.**

Ms. De Wolf stated that the old Township/Police Building was sold for \$701,000.00. She explained that \$230,000 is included in the 2008 budget as short fall. The Board has been discussing the options of investments or payoff of debt for the remaining \$470,000.00.

Mr. Barber made a motion, seconded by Ms. De Wolf, to use the \$470,000.00 against the Township debt with a course of action to be determined at a later date. Ms. De Wolf asked for public comment. There was no public comment. The Board of Supervisors unanimously approved the motion.

**VII. Public Comment (all topics)**

There was no public comment.

**VIII. Payment of Bills.**

Mr. Barber made a motion, seconded by Ms. De Wolf to approve payment of the bills. The Board of Supervisors unanimously approved payment of the bills as presented.

**IX Adjournment.**

On the motion of Mr. Barber, seconded by Ms. De Wolf, the meeting was unanimously adjourned at 8:05Pm.

Respectfully Submitted,

Robert Layman,  
Township Manager