

WESTTOWN TOWNSHIP

1039 Wilmington Pike
West Chester, PA 19382
610-692-1930
Email: administration@westtown.org

Post Office Box 79
Westtown, PA 19395
FAX 610-692-9651
www.westtownpa.org

AGENDA

Westtown Township Board of Supervisors Regular Meeting

Monday, April 15, 2024 – 7:30 PM

Westtown Township Municipal Building
1039 Wilmington Pike, Westtown

- I. Call to Order & Pledge of Allegiance
- II. Summary of Board of Supervisors Workshop – April 15, 2024
- III. Approval of Board of Supervisors Meeting Minutes – April 1, 2024
- IV. Departmental Reports
 - A. Westtown-East Goshen Police Department – Chief Bernot
 - B. Fire Marshal – Gerry DiNunzio
 - C. Finance Department – Cindi King
 - D. Planning Commission – Joe Frisco
 - E. EAC Commission – Russ Hatton
- V. Public Comment (Non-Agenda Items)
- VI. Old Business - None
- VII. New Business
 - A. Consider Resolution 2024-08 for Appointing an Underwriter and Bond Counsel
 - B. Consider Key Business Solutions Proposal for Updated Mail Machine Contract
 - C. Consider Proposal for the 2024 Sewer Televising Project
 - D. Advertisement for Bid Package for Thorne Drive Basin Retrofit
 - E. Advertisement for Bid Package for 2024 Road Program
 - F. Consider Payment Request #12 from MECO Constructors, Inc. for \$119,079
- VIII. Announcements
 - A. Parks & Recreation Commission and the Historical Commission Vacancies
 - B. Plumly Open Space Invasive Plant Removal – Saturdays, April 20 and April 27
 - C. Free Shred Event – Sunday, April 21, 9 AM to noon, West Goshen Township Building
 - D. E-Waste Collection – Saturday, April 27, 9 AM to noon, West Goshen Township Building
 - E. History Lecture – Saturday, April 27 at 10AM
 - F. Backyard Composting Demonstration – Saturday, May 4, 10 AM to noon
 - G. Community Festival for National EMS Week – Thursday, May 23, 2024 at Good Fellowship
- IX. Public Comment (All Topics)
- X. Payment of Bills
- XII. Adjournment

How to Engage in the Public Comment Sections of a Township Meeting

Public Comment is heard at three (3) different points during the meeting:

1. **BEFORE OLD BUSINESS** - The public is permitted to make public comment on any matter not on the agenda. This comment period is subject to the time constraint in (d) below
2. **PRIOR TO** any action on a motion on an Agenda item. Public Comment at this stage is limited to the item under discussion (e.g. it is not appropriate to initiate a discussion on police services if the body is acting upon a sewer issue).
3. **AFTER NEW BUSINESS.** - Public Comment is open to any legitimate item of business which can be considered by that Township Board/Commission (e.g. Planning Commission can discuss issues having to do with plan reviews, but cannot discuss why the Township does not plow your street sooner. Supervisors can discuss nearly every issue).

How to make a comment to any Township Board/Commission:

- a. The Chair will announce that the Board/Commission will now hear public comment, either on a specific issue or generally.
- b. You must then obtain recognition from the Chair prior to speaking.
- c. Once you have the floor, state your name and address for the record.
- d. You may then make your comment or ask your question. You will have three (3) minutes to make your statement, unless the Chair has announced otherwise, so please come prepared!

WESTTOWN TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING
Westtown Township Municipal Building, 1039 Wilmington Pike, Westtown
Monday, April 1, 2024 at 7:30 PM

Present were: Chair Tom Foster, Vice Chair Ed Yost, Police Commissioner Dick Pomerantz, Township Solicitor Patrick McKenna, Finance Director Cindi King, Director of Public Works Mark Gross, Interim Township Manager and Director of Planning and Zoning Mila Carter, Planning Commissioner Tom Sennett, and Historical Commissioners Dave Walter and Stephen Wahrhaftig. One guest participated remotely.

I. Pledge of Allegiance & Call to Order

Mr. Foster called the meeting to order at 7:31 PM. He reported that the meeting was being recorded on Zoom and, with a slight delay, on YouTube.

II. Board of Supervisors Summary of Workshop, April 1, 2024

Mr. Foster reported the Board met on March 20, March 25, and March 26 in Executive Sessions to conduct interviews for the Township manager position.

Mr. Foster also reported that the Board met in Workshop prior to tonight's meeting to discuss the Historical Marker for Huey Homestead Ruins.

III. Approval of Meeting Minutes from March 18, 2024

Mr. Yost made a motion to approve the meeting minutes from March 18. Mr. Pomerantz seconded. There was no public comment and the motion passed 3-0.

IV. Departmental Reports

A. Public Works Department – Mark Gross

Mr. Gross reported on a number of Public Works activities in March, including ongoing maintenance of stormwater inlets, clearing multiple trees and branches after rain and windstorms, maintenance related activities at the Administration building and Oakbourne Park, inspections of playground structures and stormwater retention basins, and another emergency repair of the sewage force main along S. Concord Road. He also noted that the mowing has been delayed because of the rainy weather. Mr. Gross stated that the Pleasant Grove force main needs to be repaired, and he hoped to have the bid package for the repair by the end of April. Mr. Gross also provided an update on the Oakbourne Park improvements project. He noted that the handrails on the stairways were installed, 70 per cent of trees have been planted, half of the pavers surrounding the new bathroom facility have been installed, and all disturbed areas have been stabilized and seeded in an effort to minimize runoff. Mr. Gross explained that the next step is to put down asphalt, but it cannot be done until the ground is less saturated.

Mr. Foster asked about the department's involvement with the invasive plant removal project at the Plumly Open Space that is being organized by the EAC. Mr. Gross stated that Public Works will remove the debris cut during the removal events on April 20 and April 27, but Public Works staff will not be participating in the Saturday events.

B. Planning Commission – Tom Sennett

Mr. Sennett reported that the Planning Commission is working on making a recommendation to adopt an official map, as authorized by the Municipalities Planning Code (MPC). He recapped the advantages of having an official map, including increased opportunities for grants. Mr. Sennett also explained that in conjunction with that effort, the Commission is looking into the current state of open space and future preservation activities, and intends to invite the County's personnel to gain their input. He noted that the open space analysis provided by the County had some errors. Mr. Sennett further reported that the Commission discussed the lack of pedestrian connections to existing parks, and reminded the Board that one of the objectives of the Comprehensive Plan was to provide connectivity. He also noted that there are opportunities to take advantage of artificial intelligence (AI) to review the Township ordinances to make them more coherent and consistent. Mr. Sennett pointed out that the Planning Commission discussed potential changes to the flexible development provisions and even removal of those.

Mr. Pomerantz asked about a date for a joint meeting with the County. Ms. Carter replied that it will probably occur sometime in May. Mr. Foster commented that the open space analysis and inventory completed by the County had some inconsistencies with the Township's maps and plans. Mr. Sennett agreed.

C. Historical Commission – Dave Walter

Dave Walter reported that a member (who??) of the Historical Commission continues attending the America250 discussions led by the County. He explained that the HC is looking into proposing several activities, including tours of the Oakbourne Mansion. Mr. Walter raised a concern about the latest resignation of the two members and suggested for the Board consider requiring all interested candidates attend at least one meeting to learn about the duties of the Commission prior to appointments. He also summarized that the main focus was on the adoption of amendments to the historic preservation ordinance, installation of a historic marker at the Huey Ruins site, and history lectures scheduled for this year.

Mr. Pomerantz asked about reasons for the resignations. Mr. Walter did not know. Mr. Foster provided that he spoke with one of the resigned members who felt that there was too much focus on the ordinance and lack of attention to other initiatives.

Mr. Yost was interested in learning more about the tours at the mansion. Mr. Walter explained that the proposal is to have tours of the first floor of the mansion and the grounds, but not of the water tower. Mr. Yost suggested to consider tours of other historic properties to draw residents' interest. Mr. Walter responded that the Commission would be happy to approach the owners of historic resources to see if there is an interest in such tours. He felt that Westtown School might be open to that.

Mr. Pomerantz noted that the County's America250 initiative was very broad and asked whether there was a specific theme. Mr. Walter described different levels of initiatives from federal to state and counties. Mr. Wahrhaftig added that the County's focus is on messaging and marketing and providing a platform for municipalities to advertise their events and activities. Mr. Pomerantz encouraged the Commission to start the planning process right away and to get residents involved in the process to develop background and enthusiasm. He also asked whether there was any anticipated grant funding for this. Mr. Wahrhaftig noted that the County spoke of potential opportunities, but it is

uncertain at this point. Mr. Walter asked whether it would be appropriate to include a questionnaire in the next Westtown Gazette about the potential activities for the America250 celebration to request resident feedback. Mr. Foster suggested to first determine these activities. Mr. Pomerantz thought it was a good idea.

D. Township Solicitor – Patrick McKenna

Mr. McKenna highlighted several items he has been assisting the Township with, including drafting the second amendment of sale agreement for Crebilly acquisition, reviewing the trash hauling contract, preparing audit letters, reviewing financial security agreements pertaining to Westtown School projects, and helping with code enforcement related issues. He also noted that while his firm had entered the appearance in the Fox Clearing (Stokes Estate Conditional Use) litigation, there were no developments in the litigation.

E. Interim Township Manager – Mila Carter

Ms. Carter reported that there two land development projects, Westtown School Lane House and Westtown-Thornbury Elementary School, that were completed. She anticipated the Township engineer to review the final punch list for the applicants to complete to be able to close those projects. She also noted that the Township sent out 14 assessments to the property owners for noncompliance with the On-lot Sewage Management Program (SMP), as well as notification letters requesting grease trap reports. Ms. Carter pointed out that the Township has been receiving and responding to a variety of property maintenance, zoning, and other complaints, including dog barking and running at large, overgrown trees obstructing roadways and unpermitted construction activities. She also provided that the inspections of the small Best Management Practice (BMP) stormwater facilities will be conducted soon.

Mr. Pomerantz asked how the compliance with the SMP compared to previous years. Ms. Carter believed that the number of assessments decreased.

V. Public Comment (Non-Agenda Items)

VI. Old Business

None.

VII. New Business

A. Consider Authorizing Application of the Delaware Watershed Conservation Fund 2024 to the National Fish and Wildlife Foundation for the Acquisition of Crebilly Farm

Mr. Yost made a motion to retroactively authorizing the Interim Township Manager to submit an application of the Delaware Watershed Conservation Fund to the National Fish and Wildlife Foundation in the amount of \$1.5 million dollars. Mr. Pomerantz seconded. There was no public comment, and the motion passed 3-0.

B. Acknowledge Stephen Dabrowski and Steve MacCarthy Resignations from the Historical Commission

Mr. Foster thanked Stephen Dabrowski and Steve MacCarthy for being on the Historical Commission and formally acknowledged their resignations.

VIII. Announcements

Mr. Foster made the following announcements:

- A. The Township is Seeking Applications for the Township's Parks & Recreation Commission and Historical Commission** – Please submit a resume or brief statement of interest to the Interim Township Manager if you are interested in volunteering.
- B. Yard Waste Pick-Up – Saturday, April 13** - Yard waste must be in biodegradable paper bags or containers that can be dumped. Plastic bags are not accepted. Branches under 3" in diameter must be cut approximately 3' in length, bundled, and tied, and placed at the curb by 7:00 AM on collection day. No rocks, logs, stumps, dirt, or ashes will be taken.
- C. The first in the series history lecture organized by the Historical Commission – Saturday, April 27 at 10AM** - West Chester historian Malcom Johnstone will present "Lincoln and His West Chester Connection." The first biography of Abraham Lincoln was printed in West Chester and it was instrumental in his winning the Republican nomination for president in 1860. Come hear how and why this Lincoln connection with West Chester was accomplished. The event is free and no registration is required.
- D. Plumly Open Space Invasive Plant Removal – Saturdays, April 20 and April 27–** The EAC is organizing the invasive plants removal in the Township-owned open space. Please email administration@westtown.org for details.
- E. Composting Exhibition – Saturday, May 4** – The EAC will hold a composting exhibition to educate and demonstrate backyard composting options. The event is free and no registration is required. Please email administration@westtown.org for details.

IX. Public Comment (All Topics)

None.

X. Payment of Bills

Mr. Yost made a motion to approve the General Fund bills for \$351,621.05, Open Space Fund bills for \$60,000, Enterprise Fund bills for \$31,857.50, Capital Project Fund bills for \$154,943.48, and ARPA Fund bills for \$192,853.85, for a grand total of \$791,275.88. Mr. Pomerantz seconded. There was no public comment, and the motion passed 3-0.

XI. Adjournment

There being no further business, Mr. Foster made a motion to adjourn the meeting at 8:17 PM.

Respectfully submitted,
Liudmila Carter
Interim Township Manager



WESTTOWN TOWNSHIP

1039 Wilmington Pike
West Chester, PA 19382
610—692-1930
email: administration@westtown.org

Post Office Box 79
Westtown, PA 19395
FAX 610-692-9651
www.westtownpa.org

April 2, 2024

Westtown Township incident report for March 2024

For March, there were 91 calls for service in Westtown (Fire and EMS). Forty-six incidents were in the West Chester Fire Department district and 45 in the Goshen Fire Company district. Year to date, there have been 278 calls for service.

The peak time for incidents in March was between 9 am and 3 pm.

The West Chester Fire Department responded to eight calls for service, and the Goshen Fire Company responded to 11 calls for service.

The remaining 72 calls for service were medical responses handled by Good Fellowship EMS and Goshen Fire Company EMS.

I responded to four burning complaints in the Township, Little Shiloh Road, Ponds Edge, Fox Place, and Edgewood Chase Drive. Little Shiloh Road was a controlled burn that was left unattended and extended into the woods and trees.

On March 13th I attended a pipeline project status meeting, and March 26th I took part in the Emergency Management Quarterly Training.

Respectfully submitted,

Gerald R. DiNunzio, Jr
Fire Marshal
Emergency Management Coordinator

**WESTTOWN TOWNSHIP
TREASURER'S REPORT
MARCH 2024**

ACCT#	DESCRIPTION	3/1/2024 BALANCE	MARCH RECEIPTS	MARCH EXPENDITURES	3/31/2024 BALANCE
GENERAL FUND		\$6,902,476.95	\$2,420,421.43	-\$2,488,281.21	\$6,834,617.17
01-100-001	Key Bank General Fund	\$484,858.67	\$23,708.29	(\$504,185.72)	\$4,381.24
01-100-015	Univest General Fund	\$585,404.71	\$707,309.27	(\$628,477.09)	\$664,236.89
01-100-100	PLGIT P-Card Prime	\$94,371.77	\$1,004,310.66	(\$158,811.92)	\$939,870.51
01-100-110	PLGIT P-Card Class	\$162.79	\$158,901.29	(\$158,811.92)	\$252.16
01-106-000	PLGIT Prime	\$3,498,369.43	\$11,483.10	(\$1,037,981.56)	\$2,471,870.97
01-106-100	PLGIT Class	\$573.63	\$2.49	\$0.00	\$576.12
01-106-115	Univest GF Savings	\$1,009,489.47	\$510,217.39	(\$13.00)	\$1,519,693.86
01-107-000	KBCM Investments	\$1,228,896.82	\$4,457.02	\$0.00	\$1,233,353.84
01-110-000	Petty Cash	\$349.66	\$31.92	\$0.00	\$381.58
OPEN SPACE FUND		\$67,881.70	\$50,695.01	-\$62,000.00	\$56,576.71
04-106-000	Open Space - PLGIT Prime	\$18,765.19	\$38,094.25	(\$2,000.00)	\$54,859.44
04-106-100	Open Space - PLGIT Class	\$49,116.51	\$12,600.76	(\$60,000.00)	\$1,717.27
SEWER FUND		\$3,425,552.07	\$57,874.34	-\$224,324.60	\$3,259,101.81
08-100-015	Univest Enterprise Checking	\$588,762.95	\$41,248.80	(\$212,304.13)	\$417,707.62
08-100-115	Univest Prepaid UB Cash	\$19,953.62	\$1,269.14	(\$12,020.47)	\$9,202.29
08-106-000	PLGIT Prime	\$2,062,712.99	\$9,504.10	\$0.00	\$2,072,217.09
08-106-015	Univest WW MM	\$754,122.51	\$5,852.30	\$0.00	\$759,974.81
REFUSE FUND		\$862,171.74	\$28,849.88	-\$117,470.27	\$773,551.35
09-100-015	Univest CASH - REFUSE FUND	\$362,171.74	\$28,849.88	(\$117,470.27)	\$273,551.35
09-106-015	Univest Refuse MM	\$500,000.00	\$0.00	\$0.00	\$500,000.00
OBP BOND PROCEED FUND		\$1.91	\$0.00	\$0.00	\$1.91
15-106-000	OBP Bond - PLGIT Prime	\$0.93	\$0.00	\$0.00	\$0.93
15-106-100	OBP Bond - PLGIT Class	\$0.98	\$0.00	\$0.00	\$0.98
CAPITAL PROJECT FUNDS		\$610,497.17	\$366,793.34	-\$309,886.96	\$667,403.55
18-100-015	Univest Capital Projects Checking	\$6,482.40	\$155,939.36	(\$154,943.48)	\$7,478.28
18-100-105	Univest CP Oakbourne Park Master	\$25,649.77	\$210,000.00	(\$154,943.48)	\$80,706.29
18-100-115	Univest CP Special Projects	\$53,790.90	\$0.00	\$0.00	\$53,790.90
18-100-125	Univest Thorne Drive Basin	\$66,108.84	\$0.00	\$0.00	\$66,108.84
18-100-205	Univest Credit Card Rewards	\$151,213.79	\$0.00	\$0.00	\$151,213.79
18-100-805	Univest CP Sewer	\$307,251.47	\$853.98	\$0.00	\$308,105.45
ARPA FUND		\$941,969.47	\$196,711.43	-\$385,353.85	\$753,327.05
19-100-000	ARPA FUND - PLGIT PRIME	\$941,344.16	\$3,993.43	(\$192,500.00)	\$752,837.59
19-100-100	ARPA FUND - PLGIT CLASS	\$625.31	\$192,718.00	(\$192,853.85)	\$489.46
DEBT SERVICE FUNDS		\$930,761.96	\$114,821.54	\$0.00	\$1,045,583.50
23-100-105	Univest 2022 DS (Oakbourne Park)	\$235,757.12	\$22,623.11	\$0.00	\$258,380.23
23-100-805	Univest 2021 DS (05/12)	\$222,217.03	\$24,500.00	\$0.00	\$246,717.03
23-100-815	Univest 2021 DS (SE06)	\$472,787.81	\$67,698.43	\$0.00	\$540,486.24
CAPITAL RESERVE FUNDS		\$6,693,759.21	\$76,297.64	\$0.00	\$6,770,056.85
30-122-000	GF Univest MM Capital Rsv (U)	\$3,059,127.10	\$29,277.54	\$0.00	\$3,088,404.64
30-122-001	GF Univest MM Capital Rsv (D)	\$2,078,314.87	\$9,652.57	\$0.00	\$2,087,967.44
30-122-200	WW Univest MM Capital Rsv (D)	\$1,556,317.24	\$37,367.53	\$0.00	\$1,593,684.77
LIQUID FUEL FUNDS		\$4,483.30	\$378,181.30	\$0.00	\$382,664.60
35-100-000	Liquid Fuels Checking Account	\$0.00	\$0.00	\$0.00	\$0.00
35-100-002	Liquid Fuels Money Market	\$4,483.30	\$378,181.30	\$0.00	\$382,664.60
BILLBOARD ESCROW FUND		\$2,426,584.53	\$6,165.92	\$0.00	\$2,432,750.45
40-100-015	Univest Landscapes Escrow	\$23,441.46	\$59.56	\$0.00	\$23,501.02
40-100-025	Univest Flintlock (Rustin Res)Escro	\$5,323.67	\$13.53	\$0.00	\$5,337.20
40-100-035	Univest 1594 W Chester Realty Esc	\$17,573.65	\$44.63	\$0.00	\$17,618.28
40-100-045	Univest WT School -Athletic Fid Es	\$2,380,245.75	\$6,048.20	\$0.00	\$2,386,293.95

cont'd on back ----->

**WESTTOWN TOWNSHIP
TREASURER'S REPORT
MARCH 2024**

<u>ACCT#</u>	<u>DESCRIPTION</u>	<u>3/1/2024 BALANCE</u>	<u>MARCH RECEIPTS</u>	<u>MARCH EXPENDITURES</u>	<u>3/31/2024 BALANCE</u>
GRAND TOTAL - ALL FUNDS		\$22,866,140.01	\$3,696,811.83	(\$3,587,316.89)	\$22,975,634.95
	Key Bank Totals	\$1,718,238.79	\$406,346.61	(\$504,185.72)	\$1,620,399.68
	PLGIT Totals	\$6,666,043.69	\$1,431,608.08	(\$1,802,959.25)	\$6,294,692.52
	Univest Totals	\$14,481,507.87	\$1,858,825.22	(\$1,280,171.92)	\$15,060,161.17
	Petty Cash	\$349.66	\$31.92	\$0.00	\$381.58

WESTTOWN TOWNSHIP PLANNING COMMISSION MEETING MINUTES

Stokes Assembly Hall, 1039 Wilmington Pike
Wednesday, April 4, 2024 – 7:00 PM

Present

Commissioners –Jack Embick (JE), Jim Lees (JL), Tom Sennett (TS), Brian Knaub (BK), Joseph Frisco (JF) and Kevin Flynn (KF) were present. Russ Hatton (RH) was absent. Also present was Director of Planning & Zoning Mila Carter.

Call to Order and Pledge of Allegiance

Mr. Embick called the meeting to order at 7:04 PM.

Adoption of Agenda (TS/JL) 6-0

Mr. Sennett made a motion to adopt the agenda. Mr. Lees seconded. Mr. Embick suggested to switch the order of new business items due to the applicant not being present. All were in favor of the amended motion.

Approval of Minutes (TS/JL) 5-0-1

Mr. Sennett made a motion to adopt the meeting minutes from March 6, 2024. Mr. Lees seconded. Mr. Frisco abstained. All were in favor of the motion.

Announcements

1. Ms. Carter announced that the ZHB request for 629 S. Chester Road for special exception to expand the nonconforming use was still on hold.
2. Ms. Carter further announced that the former Abbey Green motel will be utilized as a general business office by FenceWorks. She explained that a new tenant decided not to go through a land development process right now and instead to utilize the building as is.
3. Ms. Carter also noted that PennDOT was working on the design of improvements to the segment of Route 202 between Oakbourne Road and Matlack Street, which will be a lengthy process and was asking for recommendations from the municipalities.

Public Comment – Non Agenda Items

None

New Business

1. Official Map – Effective Planning Tool

Ms. Carter provided an overview of the official map authorized by Article IV of the Pennsylvania Municipalities Planning Code (MPC). She stated that the adoption of an official map was one of the high priority implementation items in the 2019 Comprehensive Plan Update. She summarized that the map is an effective planning tool that is adopted by governing bodies to identify specific parcels or portions of private property, public rights-of-ways, public easements, or public open spaces are envisioned. Ms. Carter pointed out that the inclusion of land on an official map functions like a “right of first refusal” for the Township to purchase private property. She listed main benefits and potential obstacles to map adoption, and provided an outline of what that process involves. Ms. Carter provided several examples that were adopted in Chester County and the Township staff recommendations to which features should be considered for inclusion on the Westtown Official Map, including potential opportunities for open space preservation and recreation, and pedestrian and bikeway facilities to connect neighborhoods with recreation areas. She noted that Westtown

had subdivisions that included pedestrian easements, which she suggested to be considered when looking at potential areas and connections. Ms. Carter referred the Commission's attention to the provided maps of Westtown that depicted protected and unprotected lands, trail connections, and open spaces and parks and asked for a feedback on which features the Commission would recommend including on the official map.

Mr. Embick added that an Official Map is a step towards the goals and objectives of the Comprehensive Plan, and provides opportunities to identify what is the most important. He suggested that the Commission review the maps and samples provided and continue this discussion at the future date. Mr. Sennett asked Ms. Carter to provide the copies of the official map ordinances as a reference. Ms. Carter responded that the ordinance language is fairly standard and dependent on what features have been identified to be included on the official map. She noted that she would add links to the ordinance language in the provided handout and send it to the PC. Mr. Sennett also commented that it might be helpful to see trails and recreation areas located in adjacent municipalities on the map. Ms. Carter agreed.

2. ZHB Application – 1056 S New Street

Jeff Seagraves, on behalf of the Bournelyf Special Camp, recapped that the camp started in 1980 as a community function for the Church of the Loving Shepherd, with the pool constructed in 2002. He explained that when the pool was constructed, the Township requested that the church apply for a special exception to use the property as a day camp, which was granted. Mr. Seagraves further explained that the camp purchased the 5.5-acre parcel in 2019 where the pool was located and recreational activities took place, at which time the request for special exception to continue the use of a day camp has been granted. He added that the camp just recently purchased the adjacent 1-acre parcel. Mr. Seagraves noted that the parcel has a single family detached dwelling, which the camp plans to utilize as a small office for administrative staff, nurse's station, and a designated quiet area for campers. He explained that the other buildings owned by the church that were used by the camp in the past are located further away from the pool, which is not ideal. He described the plan to keep the building as it is now, and stated that the camp did not have any plans to increase its enrollment. Mr. Seagraves acknowledged that modifications would need to be made to comply with the building code, which the camp is ready to address. He referred to the supplemental materials provided with the application and summarized responses to specific sections of the Code as it relates to the granting of special exception and provisions for a day camp use. He believed that the proposed use for the newly obtained parcel complied with those standards.

Mr. Embick recapped that when the special exception for the parcel with the pool was under the review in 2019, there was an issue about an access to the landlocked parcel, a need for easements and screening. Mr. Seagraves pointed out that those items were addressed. Mr. Embick asked how the swimming pool was managed and whether there was any support from neighbors for the request. Mr. Seagraves responded that the pool needs renovations. The camp is planning to make improvements in the near future to provide for a better swimming experience and to address newer regulations on water quality. He also recapped that in 2019 there was a support from the neighbors and he did not believe there would be an issue with this request.

Mr. Flynn asked whether any development was proposed on the subject property. Mr. Seagraves responded there was not, but acknowledged there were plans in the future to construct a support building on the parcel where the pool was. He explained that currently, during the inclement weather, the camp uses the barn building.

Mr. Flynn asked whether it made sense to consolidate the parcels. Mr. Seagraves did not feel there was any benefit of doing so, as having separate parcels provided an opportunity

for sale in the future. Mr. Flynn raised a question about how the emergency management response distinguishes the addresses. Mr. Seagraves thought that ensuring that the address is clearly visible would be beneficial. He added that the camp brings first responders and police officers to the camp so they can gain familiarity with the layout.

Mr. Frisco asked about the primary focus of the camp. Mr. Seagraves stated that camp serves children who have intellectual disabilities. Courtney Zimmerman, Executive Director, added that the camp has grown over time, and that the pool was originally built large enough to host Special Olympics, but that never occurred. Mr. Lees asked whether there were plans to have year round activities on the site. Mr. Seagraves explained that the camp holds monthly activities, which are both at church and off campus, but there was no plan to increase the level of activities.

Mr. Lees wanted to know whether there would be year round activities at the newly acquired building. Mr. Seagraves responded that the office would be used for record keeping and administration throughout the year, but most staff was part-time. Mr. Lees asked about the utilities and whether any exterior improvements were planned. Mr. Seagraves noted that there are separate water meters for a pool area and the building, and that the existing septic system was tested. He acknowledged that the handicapped ramp and parking may need to be added and a stormwater management facility, but reiterated there was no intent to expand the existing building. Mr. Knaub asked about the ages of campers. Mr. Seagraves provided that there are different age groups with minimum age of 8 years old. Mr. Embick wanted confirmation that the level of activity would remain the same. Mr. Seagraves confirmed it would. Mr. Embick asked whether there would be any potential issues with noise. Mr. Seagraves did not believe so, considering the distance of the pool from adjacent neighbors.

Mr. Sennett made a motion that the Planning Commission recommends approval for the application for special exception to use the property at 1056 S. New Street for day camp related activities. Mr. Lees seconded. All were in favor of the motion. (TS/JL) 6-0

Old Business

None

Reports

1. Mr. Sennett made the BOS report from the April 1 meeting.
2. The EAC report from the March 26 meeting has been tabled.

Adjournment (TS/JL) 6-0

The meeting was adjourned at 8:31 PM.

Respectfully submitted,
Mila Carter
Planning Commission Secretary

WESTTOWN TOWNSHIP ENVIRONMENTAL ADVISORY COUNCIL (EAC)
Westtown Municipal Building, 1039 Wilmington Pike, West Chester, PA
Tuesday, March 26, 2024 7:00 PM

Present: EAC members Bob Yeats (Chair), Ray Dandrea (Vice Chair), Russ Hatton, Joe Debes, Mike Gioia, and Township Assistant Manager Mila Carter. Meghan Hanney and Adam Kapp were absent.

I. Call to Order

Bob called the meeting to order at 7:07pm.

II. Approval of Minutes, February 27, 2024

Ray made a motion to approve the minutes of February 27, 2024. Joe seconded. There was no public comment and the motion passed 5-0.

III. Public Comment (non-agenda items)

Bob welcomed a new member, Mike Gioia, to the EAC.

IV. Old Business

A. Update on Crebilly Acquisition – Mila provided a quick summary that the Natural Land Trust (NLT) appeared at the recent Board meeting to provide details on the public fundraising campaign for the Crebilly acquisition and to answer any questions pertaining to that. She explained that the plan was to kick off the campaign at the end of August or beginning of September and end it within 30 days or so. Ray expressed his disappointment over the delay and questioned whether it was a priority for the NLT. Bob agreed that it has been taking too long to get the campaign started and wondered whether any money would be raised as momentum has passed. Bob also expressed that the EAC has offered to provide any assistance with the campaign activities, but recapped that the NLT seemed to have letters ready to send out when the time comes. Ray wondered whether there was anything the EAC could help with, especially during summer to build the interest and moment for preserving the land.

B. Preparation for Composting Exhibition – Bob recapped that the preparations for the composting exhibition was going well and asked whether any assistance was needed. He also noted that the date was advertised in the newsletter and wondered how many people would attend. Ray added that he shared several composting related posters that could be printed. Mila noted that the Township could print flyers in the house for the event and order posters if needed. Ray volunteered to get quotes for the posters. He suggested to have them done in a way that they could be reused for other events. Bob confirmed that no registration was needed and the event was free. Mila raised a question about parking. Joe suggested for attendees to park at the adjacent Aqua property. Mila encourage to reach out to Aqua to make sure there was no issues. The Council discussed other options for parking and felt that it should not be an issue considering the short length of the event.

- C. Riparian Buffer Restoration Project** — Joe recapped that he visited the site with Mark Gross, Director of Public Works, to discuss the extent of the project, placement of trailer and any assistance that might be needed. He noted that there were some concerns about parking the trailer in the grass because the project's area is too wet. Joe also provided that there were some concerns raised by the Township staff about parking within the cul-de-sac. Mila added that it was the best practice to keep these areas free of vehicles in case of emergencies. She asked whether any additional outreach for volunteers was needed. Joe noted that he reached out to several organizations, including the Rustin High School, and thought there might be no need for additional assistance. Mila suggested to keep a list and let everyone know if more help was needed. Joe provided that Megan and Mila were working on the letter to the property owners along Ashley Road to make them aware and invite to participate in the removal activities.
- D. Update on Gazette Articles** – Ray suggested to write an article on the Bird Town USA and include a bird related content to educate Westtown residents, including information on various available mobile applications, feeders, bird species and etc. He noted that the Bird Town Committee has been established. He asked about scheduling the Committee's meetings. Mila suggested for the Committee to meet during the EAC meetings or establish its own schedule. Joe suggested an article on removal of invasive plants in the Plumly Open Space and what had been accomplished. The EAC agreed that those were great suggestions.
- E. Energy Benchmarking Update** – Bob summarized that Jon Altshul, former Township Manager, provided the data for benchmarking and wanted to make sure that the reporting would continue. Mila noted she would look into that.

V. New Business

- A. Recap of Discussion with Board** – Bob summarized the joint meeting. He highlighted that the Board was very receptive of the proposed priorities. Bob also recapped the Board's suggestion for the EAC to look into potential roadside cleaning opportunities. Ray suggested to investigate the Keep America Beautiful and other roadway beautification focused initiatives and report back to the EAC.
- B. Bird Town USA Designation** – Ray noted that the resolution to support the efforts for Westtown to be recognized as a "Bird Town" had been signed. He explained that the next step was to complete and submit an application. Ray provided a copy of the narrative for the EAC to review and provide feedback.
- C. Roadside Trash Removal** – The EAC agreed to research on the subject matter to discuss at the next meeting.
- D. Managed Meadow** – Mila explained that it was Meghan's suggestion to bring the ordinance back for the discussion. She shared the content of proposed language and explained that it was at a standstill at this point. The EAC felt it was important to support the adoption of the ordinance that would encourage managed meadows on private property.

VI. BOS Report – None.

VII. Public Comment – None.

VIII. Announcements

A. Reminder that the April meeting for the EAC has been moved from April 23 to April 30.

IX. Adjournment

There being no further business, Ray adjourned the meeting at 8:45pm

Respectfully submitted,

Mila Carter, Assistant Township Manager

DRAFT

**WESTTOWN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 2024-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WESTTOWN TOWNSHIP TO APPOINT AN UNDERWRITER AND BOND COUNSEL FOR THE ISSUANCE OF DEBT TO FINANCE THE PURCHASE OF PROPERTY FROM CREBILLY FARM FAMILY ASSOCIATES, L.P. (CFFA) AND TO DIRECT TOWNSHIP STAFF TO ACT ON BEHALF OF THE TOWNSHIP

WHEREAS, Westtown Township, Chester County, Pennsylvania (the “Township”) intends to issue its General Obligation Bonds, Series of 2024 (hereinafter referred to as the “Bonds”) the proceeds of which, in addition to grants and donations, will provide funds to purchase approximately 206 acres of land from Crebilly Farm Family as per the Agreement of Sale dated April 4, 2022, First Amendment to the Agreement of Sale dated March 17, 2023, and Second Amendment to the Agreement of Sale dated March 18, 2024 (the “AOS”); and

WHEREAS, the Township anticipates settlement on the purchase of the property will take place before December 18, 2024; and

WHEREAS, it will be necessary for the Township to develop and implement a plan of finance and financing timeline for the purchase; and

WHEREAS, the settlement costs are estimated to be approximately \$20.8 million dollars of which up to \$8.0 million dollars will be financed by Bonds, and up to \$4.5 million with a bridge loan, and the remaining from grants and donations; and

WHEREAS, it is necessary and desirable that the Township now engage its professional financial advisors to assist with the development and structuring of the financing plan so that such plan may eventually be implemented to best serve the Township and take advantage of the most favorable municipal market conditions.

NOW THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Westtown Township as follows:

1. The Township hereby appoints and/or authorizes, as appropriate, Stifel, Nicolaus and Co., as underwriter for the Township (“Underwriter”), Lamb McErlane as Bond Counsel for the Township (“Bond Counsel”), and the administration of the Township (“Administration”), to perform such acts on behalf of the Township which are necessary in order for the Township to issue the Bonds and the Bridge Loan, and undertake the Settlement, including, but not limited to, the preparation of disclosure information and documentation, resolutions (including the advertisement thereof), documents, instruments and, if necessary, the advertisement of any necessary meetings.
2. In the event that any one or more of the provisions contained in this resolution shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this

resolution, and this resolution shall be construed and enforced as if such invalid, illegal or unenforceable provision had never been contained herein or therein.

3. All resolutions or parts thereof inconsistent herewith are hereby repealed, rescinded, canceled and annulled.

ADOPTED this 15th day of April 2024.

**Westtown Township
Board of Supervisors**

Thomas Foster, Chair

Attest:

Edward Yost, Vice Chair

Liudmila Carter, Interim Secretary

Richard Pomerantz, Police Commissioner



Our Best Choice Guarantee

- We will respond to your calls for service within 4 hours with a factory-trained technician.
- We guarantee the equipment for the full term of the agreement and our comprehensive maintenance program is included (all parts and labor).
- We will replace your equipment with a loaner after 2 service calls within 1 month for the same problem until the original equipment is repaired.
- We guarantee 2 preventative maintenance visits per year.
- We guarantee your USPS mail will go out, even if we have to process it ourselves. Your only responsibility is to pay for the postage.
- We guarantee that you will be kept abreast of the latest postal regulations so that you are able to process your mail in the most efficient and economical manner.
- You will receive free attendance to our mail management seminars.



Customer Agreement

CUSTOMER INFORMATION

Billing Address	
Customer: Westtown Township	
Department:	
Street: P.O. Box 79	
City: Westtown	County:
State: PA	Zip: 19395
Tel: 610-692-1930	Fax:
E-mail: cking@westtown.org	
Contact Name: Cindi King	
Deliver To: <input checked="" type="checkbox"/> Dealer <input type="checkbox"/> Customer <input type="checkbox"/> Fulfilled from Dealer Inventory	
<input type="checkbox"/> Existing Customers Only: check box if Billing Address has changed.	

Shipping & Installation Address (if different than Billing)	
Customer: Westtown Township	
Department:	
Street: 1039 Wilmington Pike	
City: West Chester	County:
State: PA	Zip: 19382
Tel:	Fax:
E-mail:	
Contact Name:	
Mailing Address: <input type="checkbox"/> Same as Billing	
<input type="checkbox"/> Existing Customers Only: check box if Shipping & Install Address has changed.	

RENTAL INFORMATION

Quantity	Item #	Item Description	Monthly Rate	Rental Billing Delivery (select one)
1	PVS3A	PostBase Vision S3 Package	Included	<input type="checkbox"/> Electronic Billing
1	PMANSEAL	Manual Sealer	Included	<input checked="" type="checkbox"/> Paper Billing (Default)
1	PVCOLORBBLU	PostBase Vision Color	Included	Rental Billing Frequency (select one)
1	UNL	Unlimited Resets	Included	<input type="checkbox"/> Annual Billing
1	RGPOST	PostBase RateGuard	Included	<input type="checkbox"/> Semi-Annual Billing
				<input checked="" type="checkbox"/> Quarterly Billing (Default)
				<input checked="" type="checkbox"/> Tax-Exempt Certificate required for processing. Resale Certificates not applicable.
Term of Contract: <u>63</u> months*		Total Monthly Payment	\$52.00	

Terms and Conditions: By signing below, I hereby acknowledge and agree that FP's standard shipping rates and the additional terms and conditions available on the FP website at www.fp-usa.com/terms-conditions are applicable to, and incorporated by reference into, this agreement. (If you do not have access to the internet, please contact FP directly at 800.341.6052 and we will provide you with a copy for your records.) * 36 Month Initial Term will apply unless otherwise indicated above.

CUSTOMER ACCEPTANCE (please complete all fields)

Customer Acceptance of Terms		Dealer Information	
Print Name of Authorized Representative:		Selling Dealer Name: kBS	Dealer #: 7800
Tel: 610-692-1930		Address: 625 Clark Ave Suite 13 King of Prussia, PA 19406	
Tax ID: 23-1633788	State: PA	Tel: 267-373-7651	Fax:
Authorized Signature: X		Sales Representative Name: Jim	
Date:		Servicing Dealer Name: KBS	Svc. Dealer #: 7800

DEALER & INTERNAL USE ONLY

<input type="checkbox"/> New Customer	<input type="checkbox"/> Lease Company: _____	Promo Code: _____
<input checked="" type="checkbox"/> Upgrade / Model Change	<input type="checkbox"/> Major Account: _____	Package Code: PVS3A
<input type="checkbox"/> Renewal (no change of equipment)	<input type="checkbox"/> GSA / State Contract No.: _____	Select One:
<input type="checkbox"/> Cotermious Add-On: _____	Master Billing Acct. No.: _____	<input type="checkbox"/> TVP (Default) <input type="checkbox"/> RPP
<input type="checkbox"/> Change of Ownership	Master Postage Acct. No.: _____	<input type="checkbox"/> Price or Terms Exception Approval (Form Attached)
Existing Account No.: 600069583		<input type="checkbox"/> USPS® Location: (CPU Letter Attached)



Carroll Engineering Corporation

WESTTOWN TOWNSHIP
PROJECT SCOPE AND BUDGET

Project Name: 2024 Sewer Televising Project Date: 12-Apr-24

Amendment Number: _____ Amendment Date: _____

Project Scope Amended Scope

- 1) Coordinate televising work between the Township and Sewer Specialties Services, Inc.
 - 2) Review sewer videos.
 - 3) Catalog defects
 - 4) GIS mapping
 - 5) Prepare a summary report with repair recommendations
- Alternate Scope
Manhole inspections (40 manholes).
- | | |
|---------------------|-----------------|
| Sewer televising | \$16,824 |
| Manhole Inspections | \$4,880 |
| Total | \$21,704 |

Excluded Work

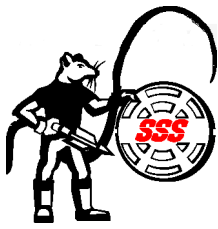
Additional Services

Estimated Budget:

Today's Commitment To Tomorrow's Challenges

Corporate Office:	433 Lancaster Avenue	630 Freedom Business Center	101 Larry Holmes Drive	105 Raider Boulevard
949 Easton Road	Suite 200	Third Floor	Suite 201	Suite 206
Warrington, PA 18976	Malvern, PA 19355	King of Prussia, PA 19406	Easton, PA 18042	Hillsborough, NJ 08844
(215) 343-5700	610-489-5100	610-489-5100	610-989-4940	908-874-7500

www.carrollengineering.com



Sewer Specialty Services Company, Inc.

2462 New Road
Leicester, New York 14481

Phone: (585) 382-3111
Fax: (585) 382-3082

February 17, 2024

Carroll Engineering Corporation
949 Easton Road
Warrington, Pennsylvania 18976
Sent via email: bmalin@carrollengineering.com

Attention: William Malin, P.E.
Subject: Price Quotation 2024
Sanitary Sewer Clean and Televising of 8" & 10" Pipe
Westtown, Pennsylvania

Dear Mr. Malin:

Sewer Specialty Services Co., Inc. is pleased to submit the following quotation to perform the referenced work:

8" Light Clean & Televis	@	\$	2.15	LF
10" Light Clean & Televis	@	\$	2.25	LF
Heavy Clean (if needed)	@	\$	2.00	LF
Traffic Control	@	\$	1,850.00	per day
Mobilization	@	\$	1,000.00	LS

We are eager to put our skills and knowledge to work for you, and we are confident that you will be satisfied with our work. We hope this quotation meets with your approval and if you have any questions or require additional information, please do not hesitate to call me at the number listed above.

Sincerely,

James D. Fagan, III
Vice President

Enc: Terms & Conditions

WESTTOWN 2024 SEWER TELEVISION
SUMMARY OF TELEVISION COSTS
April 12, 2024

Description	Quantity	Unit	Unit Price	Total Price
8" Light Clean & Televis	14,969	LF	\$2.15	\$32,183.78
10" Light Clean & Televis	3,027	LF	\$2.25	\$6,810.75
Traffic Control	1	Day	\$1,850.00	\$1,850.00
Mobilization	1	LS	\$1,000.00	\$1,000.00
Total				\$41,844.53

Contingency item				
Heavy Clean	--	LF	\$2.00	--

WESTT21001

MEMORANDUM

TO: Pam Packard, Parks Coordinator

FROM: Marc Morfei, Project Manager

A handwritten signature in black ink, appearing to read "Marc Morfei", is positioned to the right of the "FROM:" field.

DATE: April 8, 2024

SUBJECT: Oakbourne Park
MECO Constructors Inc.
Payment Request No. 12

We have reviewed the attached Request for Payment [No. 12] submitted by MECO Constructors Inc. and find the request consistent with the work performed and in accordance with the Contract Documents. Therefore, we recommend payment as shown in the attached application. The total amount of this request for payment less retainage is **\$119,079.00**.

Please call if you have any questions or if we can be of further assistance.

Enclosure: Pay Request [No. 12]

REQUEST FOR PAYMENT

From: MECO CONSTRUCTORS INC.
684 DUNKSFERRY ROAD
BENSALEM, PA 19020

To: Westtown Township
1039 Wilmington Pike
West Chester, PA 19382

Invoice: 1223511
Draw: 12
Invoice date: 3/31/2024
Period ending date: 3/31/2024

Contract For:

Request for payment:

Original contract amount	\$5,380,100.00	
Approved changes	\$92,450.00	
Revised contract amount		\$5,472,550.00
Contract completed to date		\$4,439,472.16
Add-ons to date	\$0.00	
Taxes to date	\$0.00	
Less retainage	\$228,589.09	
Total completed less retainage		\$4,210,883.07
Less previous requests	\$4,091,804.07	
Current request for payment		\$119,079.00
Current billing		\$132,310.00
Current additional charges	\$0.00	
Current tax	\$0.00	
Less current retainage	\$13,231.00	
Current amount due		\$119,079.00
Remaining contract to bill	\$1,261,666.93	

Project: 1-23511-0
Oakbourne Park Improvements

Contract date:

Architect:

Scope:

Marc Morfei

Approved 4/8/2024

Marc Morfei, Pennoni Assoc.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	92,450.00	
Total approved this Month		
TOTALS	92,450.00	
NET CHANGES by Change Order	92,450.00	

I hereby certify that the work performed and the materials supplied to date, as shown on the above represent the actual value of the accomplishment under the terms of the Contract (and all authorized changes thereof) between the undersigned and the Westtown Township relating to the above referenced project. I also certify that the contractor has paid all amounts previously billed and paid by the owner.

CONTRACTOR: MECO CONSTRUCTORS INC.

State Of PA

County Of BUCKS

By: *[Signature]*

Subscribed and sworn to before me this 8th day of April, 2024

Date: 4/8/24

Notary Public *[Signature]*

My commission expires: 6/30/2024

REQUEST FOR PAYMENT DETAIL

Project: 1-23511-0 / Oakbourne Park Improvemen

Invoice: 1223511

Draw: 12

Period Ending Date: 3/31/2024

Detail Page 2 of 4 Pages

Item ID	Description	CONTRACTED				CURRENT		TOTAL TO DATE		Units to Finish
		Unit of Measure	Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	
1	Temporary Site Controls	LS	1.00	29,000.00	29,000.00			1.00	29,000.00	
2	Temporary Erosion Controls	LS	1.00	89,000.00	89,000.00			1.00	89,000.00	
3	Site Preparation	LS	1.00	79,500.00	79,500.00			1.00	79,500.00	
4	Clearing & Grubbing	LS	1.00	44,900.00	44,900.00			1.00	44,900.00	
5	Remove Trees Over 6" Caliper	EA	25.00	580.00	14,500.00			25.00	14,500.00	
6	Remove Water Meter Vault	EA	1.00	2,300.00	2,300.00			1.00	2,300.00	
7	Earthwork	LS	1.00	662,000.00	662,000.00			0.95	628,900.00	0.05
8	Concrete Curb	LF	2,550.00	35.00	89,250.00			2,250.00	78,750.00	300.00
9	Bituminous Parking Lot Paving	SY	6,750.00	49.00	330,750.00			5,062.50	248,062.50	1,687.50
10	ParkingLot Pvmnt Markngs&Signs	LS	1.00	10,950.00	10,950.00					1.00
11	Concrete Sidewalk	SF	7,257.00	13.00	94,341.00			2,725.00	35,425.00	4,532.00
12	ADA Curb Ramps	EA	8.00	2,600.00	20,800.00			4.00	10,400.00	4.00
13	Concrete Dumpster Pad	LS	1.00	7,600.00	7,600.00			1.00	7,600.00	
14	Boulder Wall	LF	280.00	222.00	62,160.00			119.00	26,418.00	161.00
15	Parking Lot Light Poles	EA	2.00	17,750.00	35,500.00	0.20	3,550.00	2.00	35,500.00	
16	Flagpole Lighting	LS	1.00	16,300.00	16,300.00			1.00	16,300.00	
17	Site Electrical Outlets	LS	1.00	12,960.00	12,960.00			1.00	12,960.00	
18	ComfrtStatinBldgFnd&Cordnation	LS	1.00	25,400.00	25,400.00			1.00	25,400.00	
19	ShdPav,Ftgs&ConcPad@ComfStatio	LS	1.00	121,500.00	121,500.00			1.00	121,500.00	
20	Hex Block Asphalt Unit Paving	SY	300.00	368.00	110,400.00	75.00	27,600.00	225.00	82,800.00	75.00
21	Bit Pathway-Athletic Core Area	SY	1,400.00	60.00	84,000.00			720.00	43,200.00	680.00
22	Picnic Tables	EA	6.00	2,135.00	12,810.00			6.00	12,810.00	
23	StoneSeatWall@ComfortStation	LF	25.00	795.00	19,875.00			25.00	19,875.00	
24	Trash Receptacles	EA	4.00	1,780.00	7,120.00			4.00	7,120.00	
25	Benches	EA	9.00	1,400.00	12,600.00			9.00	12,600.00	
26	Collapsible Bollards	EA	3.00	2,040.00	6,120.00			3.00	6,120.00	
27	Basketball Court & Features	LS	1.00	106,000.00	106,000.00	0.10	10,600.00	0.35	37,100.00	0.65
28	StoneSeat/RetainWall@BsktblCrt	LF	125.00	800.00	100,000.00			125.00	100,000.00	
29	ChainLinkFence@BasketballCourt	LF	265.00	104.00	27,560.00	66.25	6,890.00	66.25	6,890.00	198.75
30	GravityBlkWalls@BasketbalCourt	SF	735.00	77.00	56,595.00			642.00	49,434.00	93.00
31	Tennis Court & Feastures	EA	2.00	85,800.00	171,600.00					2.00
32	ChnLnkFenc&Gates@TennisCourts	LF	730.00	142.00	103,660.00					730.00
33	GravityBlkWalls@Tennis Courts	SF	1,726.00	70.00	120,820.00			2,008.00	140,560.00	-282.00

REQUEST FOR PAYMENT DETAIL

Project: 1-23511-0 / Oakbourne Park Improvemen

Invoice: 1223511

Draw: 12

Period Ending Date: 3/31/2024

Detail Page 3 of 4 Pages

Item ID	Description	CONTRACTED				CURRENT		TOTAL TO DATE		Units to Finish
		Unit of Measure	Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	
34	ConcPad-ShadStruct@TennisCourt	LS	1.00	20,800.00	20,800.00	1.00	20,800.00	1.00	20,800.00	
35	Tennis Backboard Wall Panel	EA	1.00	12,350.00	12,350.00					1.00
36	(3) Pickleball Courts&Features	LS	1.00	79,300.00	79,300.00	0.10	7,930.00	0.35	27,755.00	0.65
37	ChnLnkFnc&Gates@PicklballCourt	LF	215.00	123.00	26,445.00			50.00	6,150.00	165.00
38	GravtyBlkWalls@PicklballCourts	SF	665.00	81.00	53,865.00	45.00	3,645.00	1,059.47	85,817.07	-394.47
39	Batting Cage	LS	1.00	128,300.00	128,300.00			0.50	64,150.00	0.50
40	Flagpole,Found&AsociatedPaving	LS	1.00	8,500.00	8,500.00			1.00	8,500.00	
41	ConcStep&Hndrails#1@PickbCourt	LS	1.00	37,300.00	37,300.00			1.00	37,300.00	
42	ConcStep&Hndrails#2@TennisCourt	LS	1.00	33,100.00	33,100.00					1.00
43	ConcStep&Hndrai#3@ComfStation	LS	1.00	87,200.00	87,200.00			1.00	87,200.00	
44	ConcStep&Hndrai#4@SoccerField	LS	1.00	127,900.00	127,900.00			1.00	127,900.00	
45	ConcStep&Hndrai#5@PakingLot	LS	1.00	126,700.00	126,700.00			1.00	126,700.00	
46	Surface Infiltration Basin #1	LS	1.00	112,400.00	112,400.00			1.00	112,400.00	
47	Surface Infiltration Basin #2	LS	1.00	151,800.00	151,800.00			1.00	151,800.00	
48	SubsurfaceInfiltration Basin#3	LS	1.00	224,400.00	224,400.00			1.00	224,400.00	
49	Rain Garden Basin #4	LS	1.00	10,180.00	10,180.00					1.00
50	Rain Garden Basin #5	LS	1.00	6,980.00	6,980.00					1.00
51	Rain Garden Basin #6	LS	1.00	6,980.00	6,980.00					1.00
52	Rain Garden Basin #7	LS	1.00	17,600.00	17,600.00					1.00
53	Bioretention Basin #8	LS	1.00	13,100.00	13,100.00					1.00
54	Bioretencion Basin #9	LS	1.00	12,300.00	12,300.00					1.00
55	15" HDPE	LF	2,205.00	61.00	134,505.00			2,205.00	134,505.00	
56	24" HDPE	LF	31.00	116.00	3,596.00			31.00	3,596.00	
57	Stormwater Inlets	EA	37.00	3,405.00	125,985.00			37.00	125,985.00	
58	Stormwater Manholes	EA	14.00	4,280.00	59,920.00			14.00	59,920.00	
59	Endwalls	EA	6.00	2,210.00	13,260.00			2.00	4,420.00	4.00
60	Not Used	EA			0.00					
61	E.PleasantGroveCulvertCrossing	LS	1.00	40,000.00	40,000.00			1.00	40,000.00	
62	New Metered Electrical Service	LS	1.00	131,800.00	131,800.00			1.00	131,800.00	
63	New Sanitary Service	LS	1.00	50,000.00	50,000.00			1.00	50,000.00	
64	New Metered Water Service	LS	1.00	54,400.00	54,400.00			1.00	54,400.00	
65	GrndHydrants(2)&AssocPlumbing	LS	1.00	3,550.00	3,550.00			1.00	3,550.00	
66	Relocat Existing12" Water Line	LF	393.00	440.00	172,920.00			393.00	172,920.00	

REQUEST FOR PAYMENT DETAIL

Project: 1-23511-0 / Oakbourne Park Improvemen

Invoice: 1223511

Draw: 12

Period Ending Date: 3/31/2024

Detail Page 4 of 4 Pages

Item ID	Description	CONTRACTED				CURRENT		TOTAL TO DATE		Units to Finish
		Unit of Measure	Bid Quantity	Unit Price	Amount	Quantity	Amount	Quantity	Amount	
67	RelocateExistingElectricalLine	LF	100.00	50.00	5,000.00			100.00	5,000.00	
68	RelocateExistingNaturalGasLine	LF	100.00	230.00	23,000.00			101.00	23,229.68	-1.00
69	French Drain System @ Pond	LS	1.00	27,251.00	27,251.00			1.00	27,251.00	
70	NewPavedWalkPath@MansionArea	SY	410.00	99.00	40,590.00			307.50	30,442.50	102.50
71	NewGrvlWalkingPath@PondArea	SY	360.00	162.00	58,320.00			360.00	58,320.00	
72	ResurfaceExistingGravelDrive	SY	1,100.00	34.00	37,400.00			1,100.00	37,400.00	
73	Dedicuous Shade Trees	EA	86.00	785.00	67,510.00	37.00	29,045.00	37.00	29,045.00	49.00
74	Deciduous Ornamental Trees	EA	26.00	785.00	20,410.00					26.00
75	Evergreen Trees	EA	47.00	505.00	23,735.00					47.00
76	Shrubs	EA	438.00	62.00	27,156.00					438.00
77	Ornamental Grasses	EA	32.00	28.00	896.00					32.00
78	Basin Seed Mixes	LS	1.00	1,925.00	1,925.00					1.00
79	Lawn Seeding	LS	1.00	44,500.00	44,500.00	0.50	22,250.00	0.50	22,250.00	0.50
AA1	Playground	LS	1.00	98,800.00	98,800.00			1.00	98,891.41	0.00
AA5a	ConvExistingGravITrails-Asphlt	LS	1.00	121,300.00	121,300.00			1.00	121,300.00	
AA5b	Fixed Steel Bollards	EA	5.00	1,400.00	7,000.00			5.00	7,000.00	
ChngOrd 1	CO#1 UndrgrndTnkClsr,ReloElcLn	EA	1.00	92,450.00	92,450.00			1.00	92,450.00	

Totals					5,472,550.00		132,310.00		4,439,472.16	
--------	--	--	--	--	--------------	--	------------	--	--------------	--



Free Shred Event

No Electronics at this event

Date: Sunday April 21, 2024

Time: 9am-12pm

Location: West Goshen Township Municipal Complex, 1025 Paoli Pike

Document Shredding:

- Shred Events are for paper shredding only.
- All material is 100% recycled and we maintain a 0% landfill policy.
- Wiggins Shredding will let you watch the shredding take place on their TV monitor in the truck.
- The shredded material that comes out will be the size of a fingernail.
- This event is for the general public only – no businesses.



Hosted by: West Goshen Township



Free Electronics Recycling Event

NO Paper Shredding at this event

Date: Saturday April 27, 2024

Time: 9am-12pm

Location: West Goshen Township Municipal Complex, 1025 Paoli Pike

Electronics Recycling:

Sycamore International will collect:

- Computer hard drives, CPU's, LCD (non-glass screen) TV's & monitors, printers, computer accessories.
- Any small household appliances with a plug.

Items that will NOT be accepted:

- Air conditioners, dehumidifiers (anything with Freon)



Hosted by: West Goshen Township



Join Us

CELEBRATE NATIONAL EMS WEEK

Annual Community
Festival

MAY 23, 2024
5:00 P.M. TO 7:30 P.M.



Get ready for an evening of learning, making memories and participating in a variety of fun activities. Here's what you can expect:

- ✓ Equipment Demonstrations
- ✓ Police/Fire/Ambulance Displays
- ✓ Stop The Bleed & CPR demonstrations
- ✓ Car Safety Seat Checks
- ✓ Blood Pressure Screenings
- ✓ Moon Bounce, Face Painting, Axe Throwing, Food Trucks, and so much more!

Good Fellowship Ambulance
600 Montgomery Avenue
West Chester, PA 19380



610-431-3132



www.goodfellowship.org



Check Register

Westtown Township

12-Apr-24

From: 02-Apr-24 To: 15-Apr-24

Check No	Check Date	VendorNo	Vendor	Check Amount	Status
Bank Account: 1 General Fund - Univest					
17975	4/8/2024	5438	20/10 Solutions	\$1,015.00	O
17976	4/8/2024	1009	Ann Marie Cassidy	\$1,325.00	O
17977	4/8/2024	32	AQUA PA	\$602.19	O
17978	4/8/2024	222	Brandywine Valley SPCA	\$1,400.00	O
17979	4/8/2024	1201	Charles A. Higgins & Sons, Inc	\$302.28	O
17980	4/8/2024	1000300	Comcast Xfinity	\$10.52	O
17981	4/8/2024	1082	ELEANOR J. SCHWANDT, R	\$200.00	O
17982	4/8/2024	7196	GreatAmerica Financial Svcs	\$171.00	O
17983	4/8/2024	48	H. A. Weigand Inc	\$384.00	O
17984	4/8/2024	876	Highway Materials, Inc	\$509.95	O
17985	4/8/2024	127	In-Fleet Truck Service	\$85.00	O
17986	4/8/2024	1001025	John R. Hanna & Sons, LLC	\$15,720.00	O
17987	4/8/2024	1000276	Municipal Capital	\$19,621.65	O
17988	4/8/2024	1000074	NAPA AUTO PARTS	\$76.58	O
17989	4/8/2024	314	Proforma Print Marketing	\$100.61	O
17990	4/8/2024	1000347	Star Printing Inc.	\$1,106.63	O
17991	4/8/2024	5738	StrategicLink Consulting, LLC	\$2,145.00	O
17992	4/8/2024	1199	Witmer Associates, Inc	\$342.90	O
Bank Total:				\$45,118.31	
Bank Account: 8 Enterprise Fund - Univest					
1646	4/3/2024	1074	LENNI ELECTRIC CORPORA	\$348.50	O
1647	4/3/2024	1196	McGovern Environmental, LLC	\$2,035.58	O
1648	4/3/2024	1196	McGovern Environmental, LLC	\$450.99	O
1649	4/3/2024	1196	McGovern Environmental, LLC	\$450.99	O
1650	4/3/2024	1196	McGovern Environmental, LLC	\$566.80	O
1651	4/3/2024	1196	McGovern Environmental, LLC	\$1,724.93	O
1652	4/3/2024	1196	McGovern Environmental, LLC	\$12,058.14	O
1653	4/3/2024	1196	McGovern Environmental, LLC	\$1,237.84	O
Bank Total:				\$18,873.77	
Bank Account: 11 PLGIT P-CARD					
100007	4/4/2024	1000800	PLGIT P-Card BMO Bank	\$137,131.63	R
Bank Total:				\$137,131.63	
Bank Account: 18 Capital Project Fund Univest					
1358	4/8/2024	406052	Pennoni	\$6,312.50	O
1359	4/8/2024	996	THE PROTECTION BUREAU	\$7,000.00	O
Bank Total:				\$13,312.50	
Total Of Checks:				\$214,436.21	