


West Caln Township Board of Supervisors	Wednesday, October 11, 2023 Minutes Public Meeting	
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A regular monthly meeting of the West Caln Township Board of Supervisors was held on Wednesday, October 11, 2023, at 6:30 PM at the West Caln Township Building.

Present were:

Supervisor Martz	Manager Siedenbuehl	Solicitor Venzie
Supervisor Martin	Assistant Manager Sauro	Road Foreman Horblinski
Supervisor Hutton	Solicitor Venzie	

Supervisor Martz commenced the Meeting at 6:30 PM.

1. SALUTE TO THE FLAG

2. CONDITIONAL USE HEARING

NOTE: A court reporter was present during this portion of the meeting. Notes reflected herein for this portion of the meeting are for minute purposes only and not a full reflection of the testimony presented.

The regular meeting was closed, and a Conditional Use Hearing was opened at 6:32pm to consider the application of Donald Clark for the construction of a supplemental dwelling unit on a lot where there is already an existing single-family dwelling. The property is known as 797 Cedar Knoll Road, UPI#28-6-19.

Solicitor Venzie provided the following:

Exhibit B1 – Conditional Use Application

Exhibit B2 – Letter from Solicitor Venzie dated September 17, 2023 advising applicant of hearing date, time and location

Exhibit B3 – Proof of Publication

Exhibit B4 – Proof of Posting on the subject property

Exhibit B5 – Proof of Mailing to property owners within 500’ of the subject property

Testimony was presented from the applicant, Mr. Clark and his wife with questions from the Board. No comments received from the public and no person requested party status.

Motion to Approve: Supervisor Martin Second: Supervisor Hutton Vote: 3-0-0


Motion Passed

The hearing was closed, and the regular meeting resumed at 6:45pm.

Supervisor Hutton left the meeting at 6:50pm.

3. ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

None

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4. EXECUTIVE SESSION

An executive session was held on Monday, October 2nd and Wednesday, October 11, 2023 for legal and personnel reasons.

5. RESIDENT’S COMMENTS

None

6. APPROVAL OF THE MINUTES

Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

7. MANAGER’S REPORT

The Board of Supervisors accepted the Manager’s Report as presented.

8. TREASURER’S REPORT

Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

9. SOLICITOR’S REPORT

a. Renewal of Access Agreement for William Dick Lagoons Superfund Site
Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

b. Continue to work on revisions to the section of the zoning ordinance as it relates to fences

10. POLICE REPORT

The Board of Supervisors accepted the Police Report as presented.

11. ROAD DEPARTMENT REPORT

The Board of Supervisors accepted the Roads Report as presented.

12. EMERGENCY MANAGEMENT COORDINATOR REPORT


The Board of Supervisors accepted the Emergency Management Report as presented.

13. FIRE MARSHALL REPORT

None

14. WAGONTOWN FIRE COMPANY

The Board of Supervisors accepted the Fire Company Report as presented.

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15. WESTWOOD EMS SERVICE

The Board of Supervisors accepted the EMS Report as presented.

16. HISTORICAL COMMISSION REPORT


The Board of Supervisors accepted the Historical Commission Report as presented.

17. OLD BUSINESS

- a. Effective September 27, 2023, Amanda Metzler will be appointed Assistant Township Secretary, Assistant Zoning Officer and Assistant Right to Know Officer with an hourly rate to be determined by today’s meeting. That rate was set at \$25/hour.
Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

18. NEW BUSINESS

- a. Resolution #2023-15 - to include 13.45 acres of land owned by Allen and Margaret Touchton – 102 Stoney Acres Lane, UPI#28-6-72 & 28-6-72.1 into the West Caln Township Agricultural Security Area
Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed
- b. Approval of Subdivision/Land Development Plan for 1010 Lafayette Road
Applicant’s engineer was present to discuss the plan and answer any questions. Township Engineer has reviewed the plan and the Planning Commission has recommended approval of the plan.
Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed
- c. Approval of Lot Consolidation Plan/Reverse Subdivision Plan for 314 Octorara Trail Tabled
- d. Township Building Roof Project
Bids received from:
E&E General Contracting - \$20,630
Zook Quality Builders, LLC - \$29,155
ARK Contracting, LLC – 42,300
Motion to Approve E&E Contracting to complete the roof project
Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

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- e. Business Credit Card Authorization – Citadel Credit Union
 - Township Manger \$10,000
 - Assistant TWP Manager \$2,500
 - Police Chief \$5,000
 - Road Cew Foreman \$5,000
 - Total Credit line \$22,500
 Motion to Approve: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0
Motion Passed

19. INFORMATIONAL ITEMS

- a. Chester County Collection of Property Taxes on behalf of a Municipality. Changes to the milage rate and resolution.
- b. Hibernia Dam Tabletop Exercise - Friday November 3rd, 2023

20. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 7:15p.m.
 Motion to Adjourn: Supervisor Martin Second: Supervisor Martz Vote: 2-0-0

Respectfully Submitted,

Kimberly Milane-Sauro
 Assistant Secretary
Approved November 8, 2023