


West Caln Township Board of Supervisors	<b>Wednesday, March 13, 2024</b> <b>Minutes</b> <b>Public Meeting</b>	
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A regular monthly meeting of the West Caln Township Board of Supervisors was held on Wednesday, March 13<sup>th</sup>, 2024, at 7:00 PM at the West Caln Township Building.

Present were:

Supervisor Martin	Manager Sauro	Road Forman Horblinski
Supervisor Sanet	Assistant Manager Metzler	Chief Martinez
Solicitor Venzie		

Supervisor Martin commenced the Meeting at 7:00 PM.

1. **CALL TO ORDER**
2. **SALUTE TO THE FLAG**
3. **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 7:03PM to consider the application of Phillip Carr to convert an existing accessory building into an in-law suite. The property is known as 179 Davis Road, UPI # 28-3-9.2.

Solicitor Venzie provided the following:

Exhibit B1 - Conditional Use Application

Exhibit B2 - Letter from Solicitor Venize dated February 21<sup>st</sup>, 2024 advising applicant of the 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 by the applicant, Mr. Carr. No public comment was made.

Motion to Approve: Supervisor Martin    Second: Supervisor Sanet        Vote: 2-0-0

*Motion Passed*

The hearing was closed, and the regular meeting resumed at 7:13PM by Supervisor Sanet.

4. **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**  
NONE

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5. **EXECUTIVE SESSION**

Executive sessions were held on Wednesday, March 7 and 13, 2024, for legal and personnel reasons including litigation matters.

6. **PUBLIC COMMENT POLICY**

Consider to adopt Formal Public Comment Policy and implement effective today.

Motion to Approve: Supervisor Martin    Second: Supervisor Sanet    Vote: 2-0-0

*Motion Passed*

7. **RESIDENT’S COMMENTS**

The Board has requested all persons making comments to list their name, address, telephone number on the sheet provided. There is a three (3) minute limit per person.

Gary Bucknell - 1537 Birdell Road - Inquired whether the website could be more user friendly and additional information (ex: Zoning Hearing, Conditional Use etc.) be added to the home page. Mr. Bucknell was advised that the website is something the township is working on having redone.

Carla Denbraven - 1354 Airport Road – Concerned that meeting minutes are taking to long to be posted onto the website and therefore residents who are unable to attend meetings are not informed. Mrs. Denbraven also stated she does not agree with the change in the public comment policy.

8. **NEW SUPERVISOR APPOINTMENT**

Consideration to Appoint a New Supervisor to fill current vacancy. Nomination was made by Supervisor Sanet to appoint Joe Hutton.

Motion to Approve: Supervisor Sanet    Second: Supervisor Martin    Vote: 2-0-0

*Motion Passed*

9. **APPROVAL OF THE MINUTES**

Motion to Approve: Supervisor Sanet    Second: Supervisor Martin    Vote: 2-0-0

*Motion Passed*


10. **MANAGER’S REPORT**

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

11. **TREASURER’S REPORT**

Motion to Approve: Supervisor Martin    Second: Supervisor Sanet    Vote: 2-0-0

*Motion Passed*

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12. **SOLICITOR'S REPORT**

NONE

13. **POLICE REPORT**

The Board of Supervisors accepted the Police report as presented.

14. **ROAD DEPARTMENT REPORT**

The Board of Supervisors accepted the Road Department report as presented.

15. **EMERGENCY MANAGEMENT COORDINATOR REPORT**

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

16. **FIRE MARSHAL REPORT**

The Board of Supervisors accepted the Fire Marshal report as presented.

17. **WAGONTOWN FIRE COMPANY**

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

18. **WESTWOOD EMS SERVICE**

The Board of Supervisors accepted the EMS report as presented.

19. **HISTORICAL COMMISSION REPORT**

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


20. **OLD BUSINESS**

NONE

21. **NEW BUSINESS**

a. Consider purchase of new tasers for the police department through Axon Enterprise  
 Motion to Approve: Supervisor Martin      Second: Supervisor Sanet      Vote: 2-0-0  
*Motion Passed*

b. Consider motion to authorize township solicitor to advertise for an ordinance to provide for  
 administration and permitting requirements for short-term rentals  
 Motion to Approve: Supervisor Sanet      Second: Supervisor Martin      Vote: 2-0-0  
*Motion Passed*

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**22. INFORMATIONAL ITEMS**

Zoning Hearing Application received for 766 W Kings Highway

**23. ADJOURNMENT**

With no further business at hand, the meeting was adjourned at 7:34pm

Motion to Approve: Supervisor Martin    Second: Supervisor Sanet    Vote: 2-0-0

Respectfully Submitted,

Amanda Metzler  
Assistant Secretary  
*Approved March 27<sup>th</sup>, 2024*