


West Caln Township Board of Supervisors	Wednesday, September 13th, 2023 Minutes Public Meeting	
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A regular monthly meeting of the West Caln Township Board of Supervisors was held on Wednesday, September 13, 2023, at 7:00 PM at the West Caln Township Building.

Present were:

Supervisor Martz	Supervisor Martin	Supervisor Hutton
Manager Siedenbuehl	Solicitor Venzie	Chief Martinez

Supervisor Martz commenced the Meeting at 7:00 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 7:04pm to consider the application of Stacy and Brian Houck 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 321 Ash Road, UPI#28-8-17.7.

Solicitor Venzie provided the following:

Exhibit B1 – Conditional Use Application

Exhibit B2 – Letter from Solicitor Venzie dated July 31, 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. Houck with questions from the Board.

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


Motion Passed

The hearing was closed, and the regular meeting resumed at 7:09pm.

3. ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

4. EXECUTIVE SESSION

An executive session was held on Wednesday, September 13, 2023 for legal and personnel reasons.

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5. RESIDENT'S COMMENTS

None

6. APPROVAL OF THE MINUTES

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

9. SOLICITOR'S REPORT

Solicitor Venzie recommended that the Board of Supervisors look to amend West Caln Townships Fee Schedule to include an Impact-Fee-In-Lieu. Additional information was requested from the board. This will be added to the agenda for the September 27, 2023 meeting.

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


Fire Marshall reported burn permits continue to be issued.

14. WAGONTOWN FIRE COMPANY

The Board of Supervisors accepted the Roads Report as presented.

15. WESTWOOD EMS SERVICE

The Board of Supervisors accepted the EMS Report as provided.

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16. HISTORICAL COMMISSION REPORT

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

17. OLD BUSINESS

None

18. NEW BUSINESS

a. Ordinance No. 2023-02 – Adoption of updated Stormwater Management Ordinance to comply with DEP and Chester County regulations. Solicitor Venzie recommended an executive session be scheduled with the Township Engineer (Dan Daley/EB Walsh) to gather additional information for the BOS. Tabled to next BOS meeting September 27th, 2023.

b. Approval of a Deed of Consolidation for tax parcel 28-2-10 (Red Rose Lane) combining 3 lots into one.

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

Motion Passed

19. INFORMATIONAL ITEMS

a. 2024 Budget Calendar with deadlines regarding budget

b. 2024 Minimum Municipal Obligation (MMO) for the Non-Uniform Pension Plan

c. 2024 Minimum Municipal Obligation (MMO) for the Uniform Pension Plan

d. West Caln Township was awarded \$7,500.00 towards the stone wall restoration at Layton Park from the Brandywine Conservancy Mini Grant.

20. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 7:28p.m.

Motion to Adjourn: Supervisor Martin Second: Supervisor Martz Vote: 3-0-0

Respectfully Submitted,

Thomas Siedenbuehl

Secretary

Approved October 11, 2023