


West Caln Township Board of Supervisors	Wednesday, February 19, 2025 Minutes Public Meeting	
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A regular monthly meeting of the West Caln Township Board of Supervisors was held on Wednesday, February 19, 2025 at 7:00 PM at the West Caln Township Building.

Present were:

Supervisor Sanet

Manager Sauro

Engineer Daley

Supervisor Hutton

Assistant Manager Metzler

Chief Martinez

Supervisor Martin

Solicitor Venzie

Foreman Horblinski

Supervisor Sanet commenced the Meeting at 7:00PM.

1. **CALL TO ORDER**

2. **SALUTE TO THE FLAG**

3. **EXECUTIVE SESSION**

Executive session was held on Tuesday, February 11 and Wednesday, February 19, 2025, for legal and personnel reasons including litigation matters

4. **PUBLIC HEARING**

The regular meeting was closed, and a public hearing was opened at 7:02PM. A hearing to consider and possibly enact amendments to the Township's Zoning Ordinance regarding fence setbacks and the use of electronic signs. Solicitor Venzie provided the following:

Exhibit B1 – Proof of Publication for the proposed amendment to the ordinance

Exhibit B2 – Email copy of Notice to the Daily Local News and Chester County Law Library

A discussion among the Board took place. Carla Denbraven inquired what the new fence regulations were. This public hearing was closed at 7:06PM.


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

Motion Passed

5. **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.

- Sally Minerger – 102 Brandywine Drive – Inquired as to the status of a grant received for repairs to the stone wall. She was advised that this grant had been declined. Also inquired as to the grant contact with Millenium. She was advised that this is not a grant. They are a grant writing firm and are actively seeking grants for the township. Current park grant funding we are seeking was done through them.
- Lewis Larson – 216 Reid Road – Inquired as to whether the township had any plans regarding rails to trails.

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- Robert Carnes – 616 Scotland Road, Quarryville – Inquired as to whether the Board would consider including a small parcel of land he owns to be included into the MP zoning district during the zoning re-write process.
- Carla Denbraven – 1354 Airport Road – Ordinances that affect zoning ordinance should not go to the Chester County Planning Commission. Solicitor Venzie advised her that this was required under the Municipal Planning Code. Further inquired as to why the township building is locked. She was advised this was for safety.

6. **APPROVAL OF THE JANUARY 15, 2025 MINUTES**

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

7. **MANAGER'S REPORT**

The board accepted the Manager's Report as presented.

8. **TREASURER'S REPORT**

The Board accepted the Treasurer's Report as presented.

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

Chris Dunlap inquired as to when the township typically sees tax monies come in. He was advised it is usually sometime in April

9. **SOLICITOR'S REPORT**

NONE

10. **POLICE REPORT**

The board accepted the Police Report as presented.

11. **ROAD DEPARTMENT REPORT**


The board accepted the Road Department Report as presented.

12. **FIRE MARSHAL REPORT**

NONE

13. **WAGONTOWN FIRE COMPANY**

The board accepted the Wagontown Fire Company Report as presented.

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14. **WESTWOOD EMS SERVICE**

The board accepted the Westwood EMS Report as presented.

Supervisor Hutton inquired as to the status of the hospital wait times. Chief Kennedy advised that they are seeking somewhat longer wait times.

15. **ZONING OFFICER REPORT**

NONE

16. **HISTORIC COMMISSION REPORT**

The board accepted the Historical Commission Report as presented.

17. **PARK & RECREATION BOARD REPORT**

The board accepted the Park and Recreation Board Report as presented.

18. **PARKS DEPARTMENT REPORT**

The board accepted the Parks Department Report as provided.


19. **OLD BUSINESS**

a. Consider preliminary plan approval for 1221 Airport Road project

Amee Farrell, attorney for the applicant, Chris Daily, engineer for the applicant were present to discuss this project. Township Engineer, Dan Daley was also present. This matter was presented before the Board at their September 2024 meeting wherein the applicant was advised to try and resolve as many outstanding items as they could before the Board would consider granting a preliminary plan approval. The waiver letter from the applicant was discussed as well as some points in the township engineers review letter. Some of which included, acceleration and deceleration lane from Airport Road into the development, gate access for any buses that would need to enter the development, minor stormwater issues, open space management plan as well as removal of trees. The applicant has worked with the township engineer to resolve the majority of any concerns while the others are being deferred to the final plan submission. Most of the items being deferred involve approvals from outside agencies. The Board considered a motion to grant preliminary plan approval conditioned upon compliance with the outstanding items outlined in the township engineer's review letter dated February 12, 2025 and the Traffic Engineer Review letter dated August 13, 2024. It is to be noted that some items will be handled as part of final plan submission and that has been noted in the review letters. The Board further considered the waivers requested by the applicant in letter dated September 19, 2024(updated).

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

Motion Passed

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20. NEW BUSINESS

- a. Consider Resolution #2025-04 authorizing the submission of a grant application to Chester County Municipal Grant Program to seek funding for upgrades to Layton Park and to allow Nathan Sanet, Chairman as signature for all documents

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

Motion Passed

- b. Consider Resolution 2025-05 authorizing the disposition of township records in accordance with the Municipal Records Manual

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

Motion Passed

- c. Consider contract extension from AMS for 2025 equipment rental and double seal coating for road work

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

Motion Passed

21. INFORMATIONAL ITEMS

- a. Next Board Meeting – March 19, 2025

22. ADJOURNMENT

With no further business at hand, the meeting was adjourned at 8:00PM

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

Motion Passed

Respectfully Submitted,

Kim Milane-Sauro

Secretary

Approved March 19, 2025