



WILLISTOWN TOWNSHIP
Willistown Board of Supervisors Meeting
February 9, 2026
7:00 PM
Minutes

LOCATION: Willistown Township Administration Building, 688 Sugartown Road, Malvern

Members Present:

Supervisor Molly H.B. Perrin, Chair; Supervisor Matthew McCarry, Vice Chair; Supervisor William R. Shoemaker

Absent: None.

Township Representatives Present:

Township Manager Shanna Lodge, Secretary; Max O'Keefe, Solicitor; Jeffrey Heim, Chief of Police; Stephen Jones, Lieutenant; Bill Hagan, Jr., Director of Public Works; Susan D'Amore, Office Administrator

A. CALL TO ORDER

Supervisor Perrin called the meeting to order at 7:01 p.m.

B. PLEDGE OF ALLEGIANCE

Supervisor Perrin led the Pledge of Allegiance.

C. ANNOUNCEMENTS

1. Supervisor Perrin announced that the Board of Supervisors met in Executive Session on February 3, February 6 and February 9 regarding real estate and legal matters.
2. Supervisor Perrin announced that the Board of Supervisors will hold a public hearing at 7:00 PM on February 12, 2026, at General Wayne Elementary School to consider the approval of the expenditure of Township Open Space Funds on the acquisition of that property located at 185 Grubb Road, Malvern.
3. Supervisor Perrin announced that the Township Office will be closed on Monday, February 16 in honor of Presidents' Day.

D. REGULAR BUSINESS ITEMS

1. Minutes

MOTION: To approve the minutes for the meeting of January 29, 2026.
(Shoemaker/McCarry)

COMMENTS: None.

ACTION: Passed, 3-0.

2. Expenditures

MOTION: To approve the list of expenditures dated February 6, 2026.
(Shoemaker/McCarry)

COMMENTS:

Mike Kerr, Stonehenge. Mr. Kerr asked if BlueScope submits prevailing wage records with their invoices. Manager Lodge answered yes.

ACTION: Passed, 3-0.

3. Police Report

Chief Heim thanked the Township Public Works road crew for doing an excellent job responding to the winter weather. Chief Heim reminded everyone to be safe and mindful of their speed and distance from other cars, especially due to the recent snow. He reported that there are ongoing email and phone fraud cases and encouraged residents to report suspicious activity. Chief Heim stated that, in December, there were 29 crashes of which 8 were deer related. In January, there were 18 crashes of which 2 were deer related. The Chief informed those in attendance that the annual presentation of Police Awards will take place during the Board meeting on March 23 at General Wayne Elementary.

Kevin Rice, Colonial Way. Mr. Rice asked what time the awards meeting would take place. Chief Heim responded that the meeting would take place at 7 PM.

4. Sewer Update

Supervisor Perrin thanked Director Hagan for leading the winter weather response. Director Hagan replied that he needs to share the accolades with his team for all their hard work.

Director Hagan provided a report of the Willistown VFSA Televising that was cumulative from 2024, 2025 & 2026. He explained that most pipes were cleaned during the televising.

SEWER TELEVISIONING SUMMARY

Sewer footage covered	Condition of pipe	Notes
19,000	Good	Mostly PVC
50,000	Fair	Material concrete asbestos pipe or terracotta older and more susceptible to failure.
20,000	Root Affected	Some repaired in 2024 Remaining will be scheduled for treatment

16,000	Structural Issues	Includes hairline cracks up to emergent conditions
6,500	Multiple Issues	Includes roots affected, infiltration etc.
3,500	Emergent Issues	Currently PW is working on. Eisenhower is included in this.

Director Hagan continued that he is confident this is accurate and clear data. The sewer crew are prioritizing projects based on this data and are preparing to incorporate this into the routine work plan. He expressed appreciation for the support from the Board, management and the residents for allowing this crucial sewer work to be complete.

Supervisor Perrin appreciated the report and the depth of the knowledge learned.

COMMENTS:

Joe Heenan, no address stated. Mr. Heenan thanked Director Hagan for the terrific, professional report.

Mike Kerr, Stonehenge. Mr. Kerr asked if there the manholes were analyzed during the televising. Director Hagan responded in the affirmative; manholes were inspected.

Kevin Rice, Colonial Way. Mr. Rice asked for an explanation about the concrete asbestos piping. Director Hagan explained that these pipes in low pressure sewer areas are affected by the gases from the low-pressure grinder pump systems.

5. Advertisements

- a. MOTION: To approve authorization to advertise for bid the 2026 Resurfacing Contract for Willistown Township (Shoemaker/McCarry)

COMMENTS: None.

ACTION: Passed, 3-0.

6. Resolutions

- a. MOTION: To approve Resolution 8 of 2026 – Disposition of Municipal Records (Shoemaker/McCarry)

COMMENTS:

Manager Lodge stated that this Resolution allows Municipal Records to be shredded in accordance with the State Records Retention Manual.

Mike Kerr, Stonehenge. Mr. Kerr asked if the records were scanned prior to being shredded. Manager Lodge said that the records are not scanned. Supervisor Perrin added that these are records that the Township is no longer required to keep.

Louis Pettinos, no address stated; Mr. Pettinos asked what kind of records are included. Supervisor Shoemaker and Manager Lodge stated the types of records as listed Exhibit A of Resolution 8.

ACTION: Passed, 3-0.

7. Building & Planning

- a. Conditional Use Hearing C-02-25 – Mainline Views Benefit LLC/Willistown Senior Apartments - Application to permit an age restricted apartment development within the Industrial Zoning District, and to encroach steep slopes to install stormwater management facilities. Solicitor O’Keefe opened a Public Hearing regarding Conditional Use Application C-02-25 – Mainline Views Benefit LLC/Willistown Senior Apartments. Solicitor O’Keefe stated that this hearing was held in compliance with the requirements in the Municipalities Planning Code for the exclusive purpose of continuing the hearing on Thursday, February 26 at 7 pm. at the Township Building. Solicitor O’Keefe stated that this continued hearing will not be publicly re-advertised; however, it will be posted on the Township’s website. A court reporter was present at the hearing, and a transcript is on file at the Township office.
- b. Subdivision & Land Development – L-01-25 – Mainline Views Benefit LLC/Willistown Senior Apartments. Solicitor O’Keefe stated that the applicant has granted an extension to the Township and this will be tabled to a future date.

E. OLD BUSINESS

None

F. DISCUSSION/ACTION ITEMS

1. MOTION: To approve the purchase of ABI Force Z23SLT aerator and seeder attachments for \$8,397.00 (Shoemaker/McCarry)

COMMENTS:

None.

ACTION: Passed, 3-0.

2. MOTION: To approve Sewer Televising Change Order No. 2 for Sewer Televising in the decreased amount of -\$5,343.23 (Shoemaker/McCarry)

COMMENTS:

None.

ACTION: Passed, 3-0.

3. MOTION: To Provide Notice of Contemplated Condemnation of a Portion of 209 Spring Road Under the Agricultural Area Security Law (Shoemaker/McCarry)

COMMENTS:

Mike Kerr, Stonehenge. Mr. Kerr asked for an explanation on this topic. Supervisor Perrin stated that they cannot comment due to ongoing litigation over this matter. However, she noted that emergency vehicles are not able have proper access due to the failed culvert on Spring Road, and this is the next step to ensure the ongoing safety of Willistown residents.

Unknown commenter, no name or address stated. Commentor asked if this means that Spring Road will be reopened. Supervisor Perrin stated that at some point it will be reopened.

ACTION: Passed, 3-0.

4. MOTION: To accept recommendation from the Police Pension Advisory Board to Lower the Discount Rate for the Police Pension Plan from 6.00% to 5.75% (Shoemaker/McCarry)

COMMENTS:

None.

ACTION: Passed, 3-0.

5. MOTION: To accept recommendation from the Police Pension Advisory Board to Lower the Discount Rate for the OPEB Plan from 6.00% to 5.75% (Shoemaker/McCarry)

COMMENTS:

None.

ACTION: Passed, 3-0.

1. PUBLIC COMMENT

Paul Donald Forbes, Long Lane. Mr. Forbes thanked the Board for this opportunity to present an observation and recommendation in respect to Willistown walkability and safety. Mr. Forbes explained a hazard faced by pedestrians, bike riders and children due to hampered visibility on the walking path on School Lane between Long Lane and Havey Lane. He recommended that the Board consider adding a speed bump. Supervisor Shoemaker stated that this may partially be on Township right-of-way, and he will ask the Police Traffic department for input.

Frank Martinsky, Line Road. Mr. Martinsky requested that the Township perform a compliance review of the franchise fees. He stated that the Township ordinance allows this audit and he offered his assistance.

Joe Heenan, no address stated. Mr. Heenan asked if there was a date scheduled for the first draft of the Circulation Study. Manager Lodge stated that there is no date scheduled for the draft. The public meetings will begin in the spring and will be announced on the website.

Glenn Johnson, Sheperd Road. Mr. Johnson stated that he supports the walkability efforts presented from other residents. He noted the areas of Warren Avenue to Paoli Pike and that the Sugartown Preserve was difficult to access. Manager Lodge encouraged Mr. Johnson and those in attendance to come to the Circulation Study public meetings. Supervisor Shoemaker noted that area of Warren Avenue to Paoli Pike is in Malvern Borough; however, he noted that the Borough is also looking at similar walkable methods.

Pam Schafer, no address stated; Zoom participant. Ms. Schafer asked how much cash is available to the Township in reference to the purchase of property to be addressed at the hearing on 2/12. Ms. Shafer also asked when the Township will issue financial statements on a committed basis. Supervisor Perrin stated that as of 2/2, there is \$4.1 M in the Open Space Fund.

Fred Haack, no address stated; Zoom participant. Mr. Haack stated that he is glad of the Township support to the CRC Watersheds organization. He informed those in attendance of the organization's website, crcwatersheds.org, and urged all to sign up for CRC emails. Manager Lodge added that the Streams Cleanup event will be held on 3/21.

Kevin Rice, Colonial Way. Mr. Rice asked if the Circulation Study Update meetings will be advertised. Manager Lodge stated that the meetings will be advertised as the Circulation Study and the dates should be in the next Town Crier publication in addition to the Township website. She added that email signup category has been created and is on the website.

Lewis Pettinos, no address stated. Mr. Pettinos thanked Director Hagan and the Public Works crew for all their work during the snow, sleet and extreme cold.

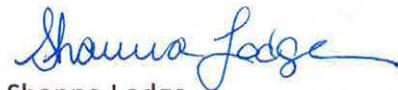
2. ADJOURNMENT

Seeing no further business, the meeting adjourned at 7:36 pm.

Special Hearing Meeting: February 12, 2026, at the General Wayne Elementary School

Next Regular Meeting: February 23, 2026, at the Willistown Township Administration Building, 688 Sugartown Road, Malvern, 7:00 p.m.

Respectfully submitted,



Shanna Lodge
Township Secretary