



WILLISTOWN TOWNSHIP
Willistown Board of Supervisors Meeting
March 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

Township Representatives Present:

Township Manager Shanna Lodge, Secretary; Max O'Keefe, Solicitor; Jeffrey Heim, Chief of Police; Susan D'Amore, Office Administrator

A. CALL TO ORDER

Supervisor Perrin called the meeting to order at 7:03 pm.

B. PLEDGE OF ALLEGIANCE

Supervisor Perrin led the Pledge of Allegiance followed by a moment of silence to honor PA State Police Corporal, Timothy J. O'Connor who was killed in the line of duty.

Manager Lodge requested an amendment to the agenda to add the motion to award the 2026-2028 Grounds Maintenance Contract.

MOTION: To amend the agenda to add: *Discussion/Action Item #6: To award the 2026-2028 Grounds Maintenance Contract to Charlestown Landscaping* (Shoemaker, McCarry)

COMMENTS: None.

ACTION: Passed: 3-0

C. ANNOUNCEMENTS

Supervisor Perrin announced that the Board met in an executive session on March 9 regarding legal matters.

D. REGULAR BUSINESS ITEMS

1. **MOTION:** To approve the minutes for the special hearing meeting of February 26, 2026. (Shoemaker, McCarry)

COMMENTS: None.

ACTION: Passed, 3-0.

2. MOTION: To approve the minutes for the regular meeting of February 26, 2026. (Shoemaker, McCarry)

COMMENTS: None.

ACTION: Passed, 3-0

3. Expenditures

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

COMMENTS:

Julie Frissora, no address stated. Ms. Frissora inquired about expenditure categories Capital Project Sewer and Valley Forge Sewer. She asked for clarity on how expenditures get categorized as capital or to a specific category and regarding approvals. Manager Lodge replied that it is project dependent. She continued that the staff reviews these expenses and the Board signs the checks. Since projects are pre-budgeted, categories are determined by the budgetary line item assigned to the project.

ACTION: Passed, 3-0

4. Police Report

Chief Heim expressed deep sympathy for the tragic loss of PA State Police Corporal, Timothy J. O'Connor who was shot and killed in the line of duty during a routine traffic stop. The Department offered their support as this was a sad day for law enforcement. Chief Heim said that the ongoing support from the residents and Board is appreciated.

5. Advertisements

- a. MOTION: To advertise a request for bids for Police Building HVAC Replacement (Shoemaker, McCarry)

COMMENTS:

Chief Heim explained that an engineer has been working with the Police and Public Works Departments to design plans for the HVAC project. The chief noted that the Polic Department has been without HVAC control for over a year. Advertisement approval ensures that the project can be expedited after the final review is complete.

ACTION: Passed, 3-0

E. OLD BUSINESS

None.

F. DISCUSSION/ACTION ITEMS

1. Supervisor Perrin explained that the Township has been working with the Great Valley Community Organization (GVCO), along with other Townships for the past several years. The GVCO programs serve both children and adults throughout.

Tom Curran, Board Chairman of the GVCO highlighted new programs that were added since presenting to the Board in May. Mr. Curran explained that the current programs are funded through registration fees. However, there are many free programs and facility costs that cannot be funded through registration fees. He also provided a financial summary and explained how Willistown's contribution will be used. Other funding has included RACP grants, financing loans and numerous donations from Townships and donors.

Supervisor McCarry thanked the GVCO for all they do for Willistown families. He spoke about the RACP grant. Supervisor McCarry noted that with their experience now with the RACP grants, GVCO should consider its merit if there is a future opportunity to apply.

Supervisor Perrin personally thanked GVCO noting her own family's use of the programs.

Joe Heenan, no address stated. Mr. Heenan thanked the GVCO and noted that it is a terrific community asset. Mr. Heenan inquired regarding grant funding. Mr. Curran replied and noted the phased construction of the GVCO building project. Mr. Heenan asked for clarity on what the motion being considered by the Board was and the donation amount. Manager Lodge explained that the Board has been asked for \$300,000. They've donated \$100,000 to date. The current motion is the 2nd consideration to donate. Mr. Heenan asked if the Board would consider committing to \$300,000 if he offered a \$100,000 match. Supervisor Perrin thanked Mr. Heenan for the offer; however, this is not the current motion before the Board. Supervisor Shoemaker said that it would be taken under serious advisement if Mr. Heenan were to commit. Mr. Heenan stated that he is willing to commit. The Board noted that a serious commitment would need to be considered at a future meeting.

MOTION: To authorize a contribution of \$100,000 to the Great Valley Community Organization. (Shoemaker/McCarry).

COMMENT: None.

ACTION: Passed, 3-0

2. MOTION: To approve the purchase of a spare pump for Dovecote Pump Station in the amount of \$9,110.00 (Shoemaker/McCarry)

COMMENTS: None.

ACTION: Passed, 3-0

3. MOTION: To approve Mill Park, Use Agreement between Chester Valley Little League and Willistown Township and authorize Township Manager to execute Agreement (Shoemaker/McCarry)

COMMENTS: None.

ACTION: Passed, 3-0

4. MOTION: To approve Landowner Agreement with Chester Ridley Crum Watersheds Association for Okehocking Preserve (Shoemaker/McCarry)

COMMENTS: Manager Lodge explained that this agreement allows the CRC to install and expand native plantings at the Okehocking Preserve.

ACTION: Passed, 3-0

5. MOTION: To approve Landowner Agreement with Chester Ridley Crum Watersheds Association for Serpentine Preserve (Shoemaker/McCarry)

COMMENTS: Manager Lodge explained that this agreement allows the CRC to install and expand native plantings at the Serpentine Preserve.

ACTION: Passed, 3-0

6. MOTION: To award the 2026-2028 Grounds Maintenance Contract to Charlestown Landscaping (Shoemaker/McCarry)

COMMENTS: Manager Lodge explained that there were 6 contractors that attended the bid walk, 4 of which submitted bids. Township staff reviewed the bids and recommended awarding the contract to the lowest bidder, Charlestown Landscaping, in the amount of \$161,112.

Mike Kerr, Stonehenge. Mr. Kerr asked for the lowest bid to be repeated. Supervisor Shoemaker responded.

ACTION: Passed, 3-0

G. PUBLIC COMMENT

Mike Boldin, 702 Whispering Brooke Drive. Mr. Boldin extended his thanks to the GVCO and said that the Parks and Recreation Board frequently discusses and appreciates their programs.

Ed Davidson, 9 Oak Tree Lane. Mr. Davidson inquired about the Township switching to a single hauler for trash and recycling. He explained that in addition to the many trash cans on the streets throughout the week, a single hauler would have more accountability to the Township and would ensure that residents have more efficient and reliable service. He also suggested that quarterly costs for residents would decrease. Discussion from Supervisor Perrin and Manager Lodge followed regarding a past residential survey that revealed some residents did not want to limit themselves to a single hauler. Mr. Davidson stated that information should be shared with the public to help educate residents on the benefits.

Mike Kerr, Stonehenge. Mr. Kerr asked the Chief to remind all in attendance of the annual presentation of the Police awards taking place during the next Board meeting on March 23 at the General Wayne Elementary School.

Susan Peterman, no address stated. Ms. Peterman stated that she looks forward to the upcoming circulation study to improve the area's walkability and promote community. As a native New Yorker, she is used to having accessibility to walking. However, as a resident in Paoli, she finds walking is hazardous for pedestrians. Supervisor Shoemaker commented that there will be community workshops to gather important input. Manager Lodge added that information will be soon forth coming via the Township website and Willistown Crier publication. An interactive survey map will also be available to allow respondents for specific area feedback. Manager Perrin stated that she was encouraged after attending the recent circulation study steering committee kick-off meeting. She thanked Ms. Peterman for her input.

Amee Feager, 2 Callery Way. Ms. Feager stated that she supported the comments made by Ms. Peterman. She explained that she experiences firsthand the amount of traffic on Paoli Pike and the difficulty there is allowing 4 feet of clearance to cyclists and pedestrians. Ms. Feager is passionate about allowing a safe space for people to walk. She also expressed thanks to the GVCO.

Dan Ratliff, 42 Stonehenge Lane. Mr. Ratliff stated that Willistown is an excellent place to raise a family. He explained, however, that he feels that it is difficult to navigate. He shared a personal experience of a bicycle accident. He supports making the community more accessible and safer. Manager Lodge reiterated to attendees that they look to participate in the interactive map survey or attend the circulation study community workshops. She stated that the consultant that the Township hired is excellent, and she feels confident that a feasible plan will result from community input.

Dave Betancourt, 494 East King Road. Mr. Betancourt explained that he appreciates the small-town experience. However, he feels that it is too dangerous for him and his family to walk in the neighborhood. He looks forward to the research produced by the circulation study.

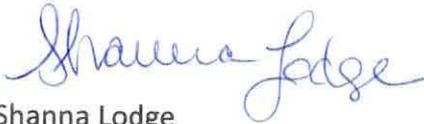
Mike Kerr, Stonehenge. Mr. Kerr asked if there was an update on the 3 Sisters Farm walking trail. Supervisor Shoemaker, referring to the Kestrel Hill Preserve, replied that there was no update available from the Township, and suggested Mr. Kerr contact the Willistown Conservation Trust.

H. ADJOURNMENT

Seeing no further business, the meeting adjourned at 7:52 pm.

Next Meeting: March 23, 2026, at the General Wayne Elementary School, 20 Devon Road, Malvern, 7:00 p.m.

Respectfully submitted,



Shanna Lodge
Township Secretary