

MEETING MINUTES

1. CALL TO ORDER

Supervisor Sosangelis called the meeting to order at 7:03 p.m.

Present:

Board of Supervisors

Ellen L. Sosangelis, Chair

James M. Chance, Member

Steven W. Peuquet, Member

Chris Manning, Member

Absent: Jake C. Elks, Vice-Chair

Township Staff & Consultants

Neil Lovekin, Township Manager/Secretary

Amanda Gattuso, Finance Officer/Treasurer

Robert Clarke, R.N., Police Chief

Michael Hicks, Public Works Dept.

Ryan Jennings, Esq., Township Solicitor

Lisa Donlon, P.E., Township Engineer

Absent: Jeff Simpson, Public Works Director

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Supervisor Sosangelis read aloud the following announcements:

- a. An executive session was held on March 11th to discuss personnel matters.
- b. The Board of Supervisors' next monthly meeting will be held on Wednesday, May 13, 2026.
- c. Construction on Route 1 (Baltimore Pike) for the road widening project will cause a weekday land closure from April 17th through July 31st, from 9:00 a.m. to 3:00 p.m.
- d. PUC public meetings will occur on April 22nd at 1:00 p.m. and 6:00 p.m. at Penn State, Great Valley campus, to present the proposed merger of PA American Water and Essential Utilities (owner of Aqua PA).
- e. Senior Citizen Fair to be held at Unionville High School, sponsored by state representative Christina Sappey on April 18th, from 10:00 a.m. to 12:00 p.m.

4. *VETERINARY DIAGNOSTICS LABORATORY* PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – NEW BOLTON CENTER, UNIVERSITY OF PENNSYLVANIA – 382 WEST STREET RD

Supervisor Sosangelis read aloud that this agenda item is to discuss the land development plan, pursuant to the Land Development Ordinance and subject to any waivers, and conditions in which the Applicant proposes to construct a 62,000+/- sf Diagnostic Laboratory building and associated parking and stormwater improvements, on a 125.14 net acre parcel in the ESI District.

Henry Fuz, 363 West Street Road, requested clarification about the type of native plant screening. Mr. Fuz questioned whether the mechanicals on the roof could be relocated to ground level. Marc Henderson of Meloria Engineering stated that the distance between the buildings is too narrow to accommodate the placement of the mechanicals on the ground.

5. RESOLUTION 2026-19: APPROVING VETERINARY DIAGNOSTICS LABORATORY PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – 382 WEST STREET ROAD

A motion was made by supervisor Sosangelis, seconded by supervisor Peuquet, and carried by a vote of 4-0, to adopt Resolution No. 2026-19, to approve, subject to conditions, the plan titled “*Preliminary / Final Land Development Plan for Veterinary Diagnostic Laboratory*,” last revised March 16, 2026.

6. PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – 1774 WEST DOE RUN ROAD

Supervisor Sosangelis read aloud that this agenda item is to discuss the land development plan, following the Land Development Ordinance and subject to any waivers and conditions, in which the Applicant proposes to build a dwelling along with related stormwater and site improvements on an existing 2.13-acre parcel on the south side of West Doe Run Road in the RB District.

Lynn Linda, 1776 West Doe Run Road, stated her realtor informed her that her rear-properly viewshed is to remain open space. Supervisor Manning stated that the property immediately behind her property is restricted to development through a conservation easement, but 1772 West Doe Run Road, adjacent to Ms. Linda’s side yard, is not restricted to development.

7. RESOLUTION 2026-20: APPROVING PRELIMINARY/FINAL LAND DEVELOPMENT PLAN – 1774 WEST DOE RUN ROAD

Supervisor Sosangelis made a motion, seconded by supervisor Chance, and carried by a vote of 4-0, to adopt Resolution No. 2026-20, to approve, subject to conditions, the plan titled “*Preliminary / Final Land Development Plan for 1774 West Doe Run Road*,” last revised March 30, 2026.

8. PROCLAMATION 2026-03: RECOGNIZING THE WEEK OF MAY 11-16, 2026, AS “NATIONAL POLICE WEEK.”

Supervisor Sosangelis read aloud Proclamation 2026-03, recognizing the week of May 11-16, 2026, as “*National Police Week*,” an initiative that publicly salutes the service of law enforcement officers in our community and in communities across the nation.

A motion was made by supervisor Peuquet, seconded by supervisor Manning, and carried by a vote of 4-0, to adopt Proclamation 2026-03, recognizing the week of May 11-16, 2026, as “*National Police Week*.”

9. PROCLAMATION 2026-04: RECOGNIZING THE WEEK OF MAY 17-23, 2026, AS “NATIONAL PUBLIC WORKS WEEK.”

Supervisor Sosangelis read aloud Proclamation 2026-04, recognizing the week of May 17-23, 2026, as “*National Public Works Week*,” an initiative sponsored by the American Public Works Association, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of East Marlborough Township.

A motion was made by supervisor Manning, seconded by supervisor Chance, and carried by a vote of 4-0, to adopt Proclamation 2026-04, recognizing the week of May 17-23, 2026, as “*National Public Works Week.*”

10. TREASURER REPORT & CONSIDERATION FOR PAYMENT OF MONTHLY BILLS

Amanda Gattuso, Finance Officer & Treasurer, provided an analysis of March 2026 financials, including bank statements, funds balances, budget versus actuals, and the first quarter synopsis of the township’s budget.

Ms. Gattuso's summary of March 2026 shows cash on hand for:

- a) The Operating Funds (General, Operating Reserve, and Capital Improvement) totaled \$5,186,639.26 as of March 31, 2026, compared with \$5,150,195.37 as of March 1, 2026, reflecting an increase of \$36,443.89 for the month.
- b) The Restricted Funds (Sewer, Fire & Emergency Services, Liquid Fuels, Parks, Open Space, Library, Rebill, and Willowdale Chapel Escrow) totaling \$7,064,320.99 as of March 31, 2026, compared with \$6,235,353.43 as of March 1, 2026, reflecting an increase of \$828,967.56 for the month.
- c) The Township cash balance for Operating Funds on March 31, 2026, is down \$261,728.76 from March 31, 2025 (\$5,186,639.26 versus \$5,448,368.02). The Township cash balance for Restricted Funds on March 31, 2026, is \$412,952.71, down from \$6,651,368.28 on March 31, 2025 (versus \$7,064,320.99).

Supervisor Sosangelis thanked Ms. Gattuso for her detailed monthly report.

Supervisor Sosangelis asked the board if there were any questions regarding the monthly bills report. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the monthly bills reports.

Supervisor Peuquet made a motion, seconded by Supervisor Sosangelis, and carried by a 4-0 vote to approve the monthly bills for expenditure.

11. NEW BUSINESS

a. Capital Improvement Plan, Per Adopted 2026 Budget – Fleet Replacement Schedule

Supervisor Sosangelis read aloud that this agenda item is to discuss authorizing the Township Public Works Director to execute the necessary purchase agreements from Co-Stars, as adopted in the 2026 Township Budget – Capital Improvement Fund.

Neil Lovekin, Township Manager, stated that the purchase includes a 2026 Ford F-600 dump truck for \$72,744 and an upgrade to the truck with a snowplow and salt spreader for \$58,858. The total expenditure is \$131,602. This new truck will replace the 2015 Ford F-550 dump truck.

Supervisor Sosangelis asked the board if there were any questions regarding the purchase of the dump truck. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the monthly bills reports.

Supervisor Sosangelis made a motion, seconded by Supervisor Chance, and it was carried by a 4-0 vote to approve the monthly bills for expenditure.

b. Discussion and Approval to Sell Surplus Township Equipment

Supervisor Sosangelis read aloud that this agenda item was to discuss possibly authorizing the Public Works Director to advertise the sale of surplus equipment via an online auction at www.municibid.com.

Supervisor Sosangelis asked the board if there were any questions regarding the sale of township equipment. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the sale of township equipment.

A motion was made by Supervisor Sosangelis, seconded by Supervisor Manning, and carried by a 4-0 vote to approve the sale of surplus township equipment as summarized in the Public Works Director's memo dated April 3, 2026.

c. Bid Awards for 2026 Township Roads Maintenance Program

Supervisor Sosangelis stated this agenda item is to discuss and possibly award the 2026 Summer Roads Maintenance Bids, as recommended by the Municipal Cooperative of Southern Chester County, which were opened on March 31, 2026, and as budgeted in the 2026 Adopted Liquid Fuels and Capital Improvement Funds. Valley, PA 18034

Neil Lovekin, Township Manager, stated that the three bid awards are:

- i. Paving In Place, awarded to Long's Asphalt Inc. of Quarryville, PA, in the amount of \$312,950, the only bid received.
- ii. Ultra-Thin Wearing, awarded to Asphalt Maintenance Solutions of Emmaus, PA, for \$246,788.88, the only bid received.
- iii. Oil and Chip, awarded to Asphalt Industries, Inc. of Chester, PA, in the amount of \$60,236, the lowest responsible bidder among two bids received.

A motion was made by Supervisor Sosangelis, seconded by Supervisor Chance, and carried by a 4-0 vote to approve the bid awards for the 2026 Summer Roads Maintenance Bids, as recommended by the Municipal Cooperative of Southern Chester County, as stated above.

d. TNT Fireworks Outdoor Sales Display – Walmart Parking Lot

Supervisor Sosangelis stated that the agenda item is to discuss and possibly approve the outdoor sales display of PA legal fireworks by TNT Fireworks in the Walmart parking lot, not to exceed a continuous 12-day period ending July 6, 2026, with hours of operation from 9 am to 10 pm daily.

Neil Lovekin, Township Manager, stated that this request is consistent with prior years' requests for approval to sell fireworks. The township has received no complaints and has experienced no issues with outdoor display sales in prior years.

Supervisor Sosangelis asked the board whether there were any questions regarding the temporary outdoor fireworks sale display. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the outdoor fireworks sales display.

Joe Misiewicz, 613 North Mill Road, asked whether there are any fire safety concerns about allowing an outdoor fireworks sales display.

Township Manager Lovekin stated that since 2020, the outdoor fireworks sales display has not garnered any public complaints about misuse or security/safety concerns, and no fires have been reported.

A motion was made by Supervisor Peuquet, seconded by Supervisor Chance, and carried by a 4-0 vote to approve the outdoor sales display of PA-legal fireworks in the Walmart parking lot by TNT Fireworks, not to exceed a continuous 12-day period ending July 6, 2026, with hours of operation from 9 am to 10 pm daily.

12. CONTINUING BUSINESS

a. Kennett Fire & Emergency Services Regional Commission – Monthly Update

Supervisors Jim Chance and Steve Peuquet stated that the commission is in discussions with the Kennett Square Borough about bringing them back into the commission.

13. ZONING HEARING BOARD APPLICATIONS

a. 2049 Lenape-Unionville Road – Plowman Residence, Special Exception for Accessory Dwelling

The supervisors choose not to take a position on the application for a special exception to build an accessory dwelling unit and associated improvements, as the application is minor in nature and the zoning ordinance has specific requirements for qualifying for an accessory dwelling unit. The hearing date is scheduled for Wednesday, May 27, 2026.

14. TOWNSHIP ADVISORY COMMITTEES' UPDATES

Supervisor Sosangelis requested each advisory committee to provide a monthly update.

a. Organizational Sustainability

Supervisor Peuquet stated that the committee focused on traffic and pedestrian safety by coordinating with the township police department.

b. Community Development

Supervisor Maning stated that the committee focused on reviewing open space initiatives and developing a three- to five-year plan of goals and objectives.

c. Health & Safety

Supervisor Chance stated that the committee focused on addressing public health issues related to the Phorid fly.

15. TOWNSHIP LIAISONS' UPDATES

Supervisor Sosangelis tabled the discussion due to the lack of any significant updates.

Liaison Assignments:

- a. Ellen L. Sosangelis – Environmental Advisory Council (EAC)
- b. Jake C. Elks – Historical Architectural Review Board (HARB)
- c. James M. Chance – Historical Commission (HC)
- d. Steve W. Peuquet – Planning Commission (PC)
- e. Chris Manning – Zoning Hearing Board (ZHB)

16. PUBLIC COMMENT (For matters not on the agenda)

Joe Misiewicz, 613 North Mill Road, mentioned that he attended a public meeting at the University of Pennsylvania's New Bolton Center about the center's intention to implement an on-site biomass recycling program for its large animals. While the biomass recycling process will occur in West Marlborough Township, the open fields in East Marlborough Township will have the biomass spread over them. Mr. Misiewicz voiced concerns about noxious odors emanating from the biomass as it decays in the fields.

Township Manager Lovekin stated that he will reach out to Byran Isola, Director of Facilities at the New Bolton Center, to gather information about the biomass recycling project and to post information on the township's website. Supervisors Peuquet and Sosangelis stated that they plan to attend any future public meetings regarding the New Bolton Center's biomass recycling.

17. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

Chief of Police Clarke stated that the police department has continued to monitor traffic and pedestrian safety throughout the township. Sergeant Urbany is actively working to improve the monthly reports to capture the board of supervisors' expectations better.

Michael Hicks, a Public Works employee, provided the Public Works Department's report, focusing on the March project and activities, meeting attendances, and the playground at the Unionville Community Park, which was under maintenance and repairs and necessitated a short closure.

Township Manager Lovekin said the Administration Department is actively updating internal procedures, including implementing a preliminary single-check processing day, so that all checks have the same date. This procedure will be tested for the May checks, which will be dated May 13, 2026. The Township Manager and Treasurer are drafting handbooks on internal controls, including accounting and communications.

18. APPROVAL OF MEETING MINUTES

Supervisor Sosangelis asked the board whether there were any questions regarding the meeting minutes for March 11, 2026. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the meeting minutes.

A motion was made by Supervisor Manning, seconded by Supervisor Sosangelis, and carried by a 4-0 vote to approve the meeting minutes for March 11, 2026, as submitted.

19. ADJOURNMENT

Supervisor Sosangelis adjourned the meeting at 8:45 p.m.

Respectfully submitted,
Neil Lovekin
Township Manager/Secretary