

MEETING MINUTES

1. CALL TO ORDER

Supervisor Sosangelis called the meeting to order at 7:02 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
Jeff Simpson, Public Works Director
Ryan Jennings, Esq., Township Solicitor

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

Supervisor Sosangelis read aloud the following announcements:

- a. An executive session was held on April 8th to discuss legal matters.
- b. An executive session was held before tonight's meeting to discuss possible codes and zoning ordinance updates.
- c. Supervisor Sosangelis and Public Works staff attended the annual PSATS Conference and exhibition.
- d. Supervisors Sosangelis and Peuquet attended the May 1st Biomass Recycling Meeting held at the New Bolton Center.
- e. The Board of Supervisors' next monthly meeting will be held on Wednesday, June 10, 2026.

4. INDEPENDENT AUDITOR'S REPORT OF THE 2025 TOWNSHIP FINANCIALS

Neil Lovekin, Township Manager, introduced Christopher Herr, CPA, Partner of Maillie Accountants and Advisors, who summarized the audit and thanked the township administration for managing the township's finances clearly and consistently. Mr. Herr stated that the firm had no findings or concerns regarding the management of the township's finances.

5. ENCLAVE AT LONGWOOD PRESERVE (MONTCHANIN BUILDERS) – ESCROW RELEASES NO. 9 & 10

Supervisor Sosangelis made a motion, seconded by supervisor Manning, and carried by a vote of 4-0, to approve the release of escrow #9, totaling \$103,111.25, and escrow #10, totaling \$89,622.50, for a cumulative release of \$192,733.75, as recommended in the Township Engineer's review letters, dated May 6, 2026. Overall project completion is approximately 67%.

- 6. RESOLUTION 2026-21: ADOPTION AND SUBMISSION TO DEPARTMENT OF ENVIRONMENTAL PROTECTION A REVISION TO THE “OFFICIAL SEWAGE FACILITIES PLAN” FOR THE KENNETT SQUARE GOLF & COUNTRY CLUB**
Supervisor Sosangelis made a motion, seconded by supervisor Chance, and carried by a vote of 4-0, to adopt Resolution No. 2026-21, to adopt the resolution for plan revision for new land development as regulated by the Pennsylvania Department of Environmental Protection through the *Pennsylvania Sewage Facilities Act*. The proposed scope of work consists of a new subsurface drip irrigation on-lot septic system located on the east side of the clubhouse between the fairways/greens of holes #1 and #18 (Northern Area) and holes #18 and #10 (Southern Area). No formal subdivision of land is proposed.
- 7. RESOLUTION 2026-22: AUTHORIZING THE EXECUTION OF THE COMMUNITY & WATERSHED FORESTRY PRACTICE INSTALLATION AGREEMENT BETWEEN THE TOWNSHIP AND THE BRANDYWINE RED CLAY ALLIANCE**
Supervisor Sosangelis made a motion, seconded by supervisor Peuquet, and carried by a vote of 4-0, to adopt Resolution No. 2026-22, to authorize Ellen L. Sosangelis, Chair of the Board of Supervisors, to sign the agreement that will approve the planting of trees at the URA Ballfields on West Doe Run Road, owned by the township, through a program managed by the Brandywine Red Clay Alliance.
- 8. RESOLUTION 2026-23: ADOPTION OF THE TOWNSHIP’S EMERGENCY OPERATIONS PLAN**
Supervisor Sosangelis made a motion, seconded by Supervisor Manning, and carried by a vote of 4-0, to adopt Resolution No. 2026-23, to adopt the revised Emergency Operations Plan, consisting of a Basic Plan, a Notification and Resource Manual, and Checklists.
- 9. TREASURER REPORT & CONSIDERATION FOR PAYMENT OF MONTHLY BILLS**
Amanda Gattuso, Finance Officer & Treasurer, provided an analysis of April 2026 financials, including bank statements, funds balances, and budget versus actuals of the township’s budget.

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

- a. Cash on hand for the Operating Funds (General, Operating Reserve, and Capital Improvement) totaled \$5,627,484.57 on April 30, 2026, versus \$5,186,639.26 on April 1, 2026, reflecting an increase of \$440,845.31 for the month.
- b. Cash on hand for the Restricted Funds (Sewer, Fire & Emergency Services, Liquid Fuels, Parks, Open Space, Library, Rebill and Willowdale Chapel Escrow) total \$7,497,916.17 on April 30, 2026, versus \$7,064,320.99 on April 1, 2026, reflecting an increase of \$433,595.18 for the month.
- c. The Township cash balance for Operating Funds on April 30, 2026, is \$179,116.55 from April 30, 2025 (\$5,627,484.57 versus \$5,448,368.02, respectively).

- d. The Township cash balance for Restricted Funds at April 30, 2026, is up \$846,547.89 from April 30, 2025 (\$7,497,916.17 versus \$6,651,368.28, respectively).
- e. Details by fund were included within the Treasurer's 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.

A motion was made by Supervisor Peuquet, seconded by Supervisor Chance, and carried by a 4-0 vote to approve the monthly bills for expenditures.

10. NEW BUSINESS

a. Landhope Investors, LP – Grey Barn Event Space – New Year's Eve Wedding Temporary Outdoor Activity Permit Application

Supervisor Sosangelis stated that this agenda item is to discuss approving a Temporary Outdoor Activity Permit to Landhope Investors, LP, to host a wedding reception on December 31, 2026, from 7:00 p.m. to 1:00 a.m. on January 1, 2027. Reception attendance is expected to include approximately fifty vehicles and approximately 100 guests.

Michael Bucklin, President of Landhope Farms, stated that this is a one-time request and that no additional permit requests for similar events that fall outside the 2017 Conditional Use approval will be submitted.

Supervisor Sosangelis asked the board if there were any questions regarding the temporary outdoor activity permit application. Hearing no comments from the board, Supervisor Sosangelis called for a motion to approve the permit application.

A motion was made by Supervisor Peuquet, seconded by Supervisor Manning, and carried by a 4-0 vote to approve the temporary outdoor activity permit application, as submitted.

b. Consideration of the Appointment of _____ to the Historical Commission, Term Expiration of December 31, 2028.

Supervisor Sosangelis asked the applicants, Robert Reilly and Donald Kinsley, to each speak briefly about their interest in filling the vacancy on the Historical Commission.

A motion was made by Supervisor Chance, seconded by Supervisor Manning, and carried by a 4-0 vote to appoint Robert Rielly to fill a vacancy on the Historical Commission, with a term expiration of December 31, 2028, and possible reappointment at the January 2029 Reorganization Meeting.

c. Tough Mudder (dba Spartan Races, Inc.) Temporary Road Closure Approval

A motion was made by Supervisor Peuquet, seconded by Supervisor Sosangelis, and carried by a 4-0 vote to approve the temporary closure of Green Valley Road, between Route 82 and the municipal boundary of Newlin Township, on Saturday, May 23rd, between 6:00 a.m. and 6:00 p.m. for the Tough Mudder Event.

11. CONTINUING BUSINESS

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

Cuyler Walker, Chair of the regional commission, stated that the commission is in discussions with the Kennett Square Borough about bringing them back into the commission.

b. 202 River Birch Circle (Bagnell Residence) – Settlement Agreement and Mutual Release

Neil Lovekin, Township Manager, summarized the final calculation for reimbursement and justification.

A motion was made by Supervisor Manning, seconded by Supervisor Peuquet, and carried by a 4-0 vote to authorize the execution of the agreement, as signed by William and Janet Bagnell, property owners of 202 River Birch Circle, for losses incurred due to the township sewer backup for \$35,316.73, as determined by paid invoice receipts.

c. Audio and Video for the Meeting Room – Consideration of Award to Haverford Systems, Inc.

Ed Miles of Haverford Systems, Inc., provided a brief overview of the project proposal to add audio and video capabilities to the township meeting room.

A motion was made by Supervisor Chance, seconded by Supervisor Sosangelis, and carried by a 4-0 vote to accept the terms of the proposal and contract from Haverford Systems, Inc., dated April 30, 2026, for \$29,409.94, to provide audio and video equipment and installation for the township meeting room.

12. ZONING HEARING BOARD APPLICATIONS

a. 5 Buffington Street – Verney Residence, Variance Request for a Residential Elevator Structure

The supervisors chose not to take a position on the application for a variance to build a two-story addition to house a residential elevator and associated improvements. The hearing date is scheduled for Monday, June 8, 2026.

13. TOWNSHIP ADVISORY COMMITTEES' UPDATES

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

a. Organizational Sustainability

Supervisor Peuquet stated that the committee met on April 14th to determine which audio vendor to recommend to the board for approval.

b. Community Development

Supervisor Manning stated that the committee met on April 16th to discuss township road conditions and the Unionville Recreation Association's baseball fields, specifically ballfield ownership.

c. Health & Safety

Supervisor Chance stated that the committee meets on April 14th, and the discussion focused on how the regional commission may bring the borough back into the fold.

14. TOWNSHIP LIAISONS' UPDATES

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

Liaison Assignments:

- a. Environmental Advisory Council – No update, supervisor Sosangelis stated there was no meeting.
- b. Historical Architectural Review Board – No update, supervisor Elks was absent.
- c. Historical Commission – No update, supervisor Chance stated there was no meeting.
- d. Planning Commission – No update, supervisor Peuquet stated the meeting was canceled.
- e. Zoning Hearing Board – No update, supervisor Manning stated the board has not met since the last supervisor's meeting.
- f. Unionville Village Master Plan Task Force – supervisor Manning stated that there was a two-night charrette at the Unionville Elementary School to review proposed projects at key intersections.

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

Jen Manderscheid, Assistant Barn Manager, and Pam Brumfield, Barn Manager, of Marefield Farm, located at 2228 Hilltop View Road, about 1 mile away from Plantation Field, expressed concerns about the lanterns landing on their farm, scaring the animals, and posing fire hazards from the annual Lights Fest.

Colleen Gallagher and Boyd Martin, who both live on farms closer to Plantation Field than to Maresfield Farm, expressed their enjoyment of the Lights Fest and noted that the lanterns are biodegradable and that most are picked up by event staff immediately afterward.

Cuyler Walker, owner of Plantation Field, where the Lights Fest is held, stated that he will connect Jen Manderscheid and Pam Brumfield with the event staff to permit them to enter the Maresfield Farm property to collect any lanterns that land on their farm.

Damon Allen and his family from Fountain Trail in the Longwood Preserve development voiced their concerns about speeding traffic and how it creates an unsafe area for children to play.

Isaac Soto, 25 Cemetery Lane; Richard Mitchell, 902 Unionville Wawaset Road; and Lou Mandich, 13 Cemetery Lane, each addressed the board regarding overflow parking on and around Farmer & Co. The gentlemen believe that Farmer & Co. is operating beyond the prior approved use, which was an ice cream parlor.

Cuyler Walker introduced Ivan Dowling, the new fire chief at the Po Mar Lin Fire Department, who was present for tonight's meeting.

Jonas Dickens and Oliver Dorgan were present to fulfill a merit badge requirement for the Boy Scouts of America. They thanked the board for their service and appreciated all their hard work as local public officials.

16. 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 better capture the board of supervisors' expectations.

Jeff Simpson, Public Works Director, presented the Public Works Department's report, focusing on the repairs completed at the Unionville Community Park playground.

Neil Lovekin, Township Manager, said the Administration Department, specifically Shawn Thornton and Kate Boyle, is continuing the daunting project to overhaul the paper records to ensure consistency by using tax parcel numbers as the unique identifiers.

17. APPROVAL OF MEETING MINUTES

Supervisor Sosangelis asked the board whether there were any questions about the April 8, 2026, meeting minutes. 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 Peuquet, and carried by a 4-0 vote to approve the April 8, 2026, meeting minutes as submitted.

18. ADJOURNMENT

Supervisor Sosangelis adjourned the meeting at 9:02 p.m.

Respectfully submitted,
Neil Lovekin
Township Manager/Secretary