

BOARD OF SUPERVISORS  
721 Unionville Road  
Kennett Square, PA. 19348

**1. CALL TO ORDER**

Present:

Chair Monahan  
Vice-Chair Sosangelis  
Supervisor Sarro  
Supervisor Elks (absent)  
Supervisor Matuszak (absent)

Township Staff & Consultants:

Ryan Jennings, Township Solicitor  
Neil Lovekin, Township Manager  
Mickey Bailey, Recording Secretary  
Jeff Simpson, Public Works Director  
Robert Clarke, Police Chief  
Peter Barsz, Treasurer

**2. PLEDGE OF ALLEGIANCE (Participation is Voluntary)**

Chairman Monahan opened the meeting by leading the Pledge of Allegiance.

**3. ANNOUNCEMENTS**

Chair Monahan announced that there was an executive session prior to tonight's meeting to discuss legal and personnel matters.

**4. REVIEW OF TREASURER'S REPORT & POSSIBLE AUTHORIZATION FOR PAYMENT OF MONTHLY BILLS**

- a. Township Treasurer, Peter Barsz, BGAF, opened by describing the township's finances as "healthy". He stated that we are down \$2.9 million from last year at this time due to the two land purchases and two bridge replacements. He also noted that we are expecting a rebate of approximately \$800K for those bridge replacements. Peter also mentioned that we are doing a cash flow analysis to see if we want to invest in CD's or term accounts.
- b. Vice Chair Sosangelis motioned to approve the treasurer's report and approve the monthly bills. Supervisor Sarro seconded the motion. Motion approved 3/0.

**5. TOWNSHIP TREASURER'S ANNUAL BOND RENEWAL**

- a. Discussion and possible approval to renew Peter Barsz, Township Treasurer's bond held through Zurich Surety at an annual premium amount of \$3,619.00, set at a financial limit of \$3 million dollars, with a term of 6/6/2024 through 6/6/2025.
- b. A recommendation by Supervisor Sarro to bring the bond to \$4 million for an annual fee of approximately \$5k.
- c. Vice Chair Sosangelis motioned to approve the bond renewal at \$4million. Supervisor Sarro seconded the motion. Motion approved 3/0.

**6. LONGWOOD PRESERVE, LLC – MODIFICATION TO CONDITIONAL USE DECISION**

The Applicant (CJK Investments, LLC / Longwood Preserve) is seeking to amend the 2016 CU Decision with respect to the dedication and designation of roadways within the Longwood Preserve residential development as public roads.

- a. Solicitor Jennings explained the details of this modification then introduced Jonathan Jordan, Longwood Preserve attorney with CKJ Investments.
- b. Question from resident Steve Peque about what he referred to as the “spur”. He wanted to know if it was part of the dedication. He also wanted to know if the spur was not approved would it become township responsibility.
- c. Longwood Preserve Eric Walshburger asked about right of way for adjacent property owners.
- d. Chair Monahan moved to approve to Conditional Use Decision Modification, Vice Chair Sosangelis seconded, approved 3/0.

**7. RESOLUTION NO. 2024-19: APPROVAL OF PRELIMINARY/FINAL LAND DEVELOPMENT PROJECT OF UNIONVILLE CHADDS FORD SCHOOL DISTRICT – INTERNAL PARKING RECIRCULATION**

Discussion and possible adoption of Resolution No. 2024-19, to approve the land development plan as was previously (publicly) discussed and approved at the March 4, 2024, meeting.

- a. Solicitor Jennings addressed this resolution to the board explaining that after receiving bids for this project UCFSD has decided not to move forward. He further added that the school district has 5 years to reintroduce the project.
- b. Shelly Mincer added that the specimen trees will remain until/if they move forward.
- c. Supervisor Sarro asked Jim Whitesel (UCFSD) to explain what the bus line up will now be.
- d. Vice Chair Sosangelis motioned to adopt Resolution 2024-19, Supervisor Sarro seconded, carried 3/0.

**8. RESOLUTION NO. 2024-20: APPOINTMENT OF NON-VOTING DELEGATES TO THE CHESTER COUNTY TAX COLLECTION COMMITTEE**

Discussion and possible adoption of Resolution No. 2024-20, to appoint non-voting delegate(s) to serve on the Chester County Tax Collection Committee.

- a. Township Manager, Neil Lovekin, explained that Resolution No.2024-20 reflects an update to the delegates to the Chester County Tax Collection Committee due to the election of two new supervisors.
- b. Supervisor Sarro motioned to adopt Resolution 2024-20, Vice Chair Sosangelis seconded, carried 3/0.

**9. RESOLUTION NO. 2024-21: AFFIRM THE APPROPRIATION OF ARPA FUND BALANCE TO FIRE AND EMERGENCY SERVICES FUND**

Discussion and possible adoption of Resolution No. 2024-21, to affirm the appropriation of \$422,152.66 from the ARPA Fund to the Fire & Emergency Services Fund for purposes of meeting the Township's municipal obligation to the Kennett Fire & Emergency Services Regional Commission as was approved in the Adopted 2024 Township Budget.

- a. Township Manager, Neil Lovekin, explained that the ARPA (American Rescue Plan Act) was established as a COVID support fund. This resolution proposes to close out this fund and move monies to the Fire fund.
- b. Vice Chair Sosangelis moved to adopt Resolution 2024-21 and move funds for use by the Fire Fund. Supervisor Sarro seconded, carried 3/0.

**10. RESOLUTION NO. 2024-22: CONTRACT ADDENDUM #1 FOR VISION PARTNERSHIP PROGRAM, COUNTY CONTRACT #21256**

Discussion and possible adoption of Resolution No. 2024-22, to authorize the execution of contract addendum #1 to extend the timeline by 6 months to meet Act 247 regional municipal adoptions.

- a. Vice Chair Sosangelis moved to adopt Resolution 2024-22. Supervisor Sarro seconded, carried 3/0.

**11. CONTINUING BUSINESS**

The Villages at Northridge, LLC – Escrow Release No. 40: Phase 1a/b #35, Ph. 2 #24, Ph. 3 #16

Discussion and possible authorization to release the total requested amount of \$11,132.95, as recommended in the Township Engineer's review letter, dated March 22, 2024.

- a. Lisa Donlan, VanDemark & Lynch, summarized this escrow release request from the Villages at Northridge. Requested amount is \$11, 132.92. After inspection VanDemark recommends release of the requested amount.
- b. Vice Chair Sosangelis motioned to approve this escrow release in the amount of \$11,132.92. Supervisor Sarro seconded, carried 3/0.

**12. NEW BUSINESS**

- a. TNT Fireworks Outdoor Sales Display – Walmart Parking Lot  
Discussion and possible approval for the outdoor sales display of PA legal fireworks in the Walmart parking lot by TNT Fireworks for a 10–12-day period to end by July 6, 2024, with hours of operation to be 9am to 10pm daily.
- i. Township Manager, Neil Lovekin, introduced this subject then introduced Debbie Ivins, Area Manager for TNT Fireworks. Ms. Ivins explained that this request to put up a tent in the Walmart parking lot to sell fireworks has, and is, the same request that has been presented for many years. The tent will be set up from approximately June 12<sup>th</sup> to July 12<sup>th</sup>. They only sell what is legal to sell from a tent in the state of Pa.

- ii. Supervisor Sarro motioned to approve the Fireworks tent sale, Vice Chair Sosangelis seconded, carried 3/0.
- b. Temporary Outdoor Activity Permit Application for *The Chester County Ballon Festival*  
Discussion and possible approval of temporary outdoor activity permit for event to be held June 14, 16, 2024.
  - i. Township Manager, Neil Lovekin, introduced Rick Schimpf, Festival Director for the Balloon Festival. Rick detailed that the EMS and police were confirmed for the festival and the insurance would be in place 2 weeks prior to the event in June. The permit is pending the insurance purchase and FAA approval.
  - ii. Vice Chair Sosangelis motioned to approve the Balloon Festival pending the insurance purchase. Supervisor Sarro seconded, carried 3/0.

### **13. ZONING HEARING BOARD APPLICATION**

- a. 108 Deer Creek Crossing – Variances to Increase Impervious Coverage & Encroach on Side Yard Setback
  - i. Discussion of whether to take a position on the Application that seeks variances to construct an inground pool. A hearing date has been scheduled for Thursday, April 11, 2024.
- b. 751 Folly Hill Road – Variances to Remove Specimen Trees
  - i. Discussion of whether to take a position on the Application that seeks variances to construct a single-family detached dwelling on a vacant and unimproved lot. A hearing date has been scheduled for Thursday, April 11, 2024.
- c. Township Solicitor Jennings gave a quick synopsis of both subjects above. The Board decided to take no position and will leave discussion and approval to the Zoning Hearing Board.

### **14. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS**

- a. Chief Clark reported that of the 249 reported incidents in East Marlborough Township 89 were handled by EMPD.
  - i. Officer Urbany completed Leadership Training
  - ii. All officers were briefed on the new marijuana laws updates
  - iii. Officers completed a speed survey on Folly Hill Rd.
- b. Township Manager, Neil Lovekin, briefed some of the highlights of the Public Works Department in Jeff Simpson's absence.
  - i. The 20-23 Peterbilt on order is scheduled to go to the upfitter in late 2024
  - ii. The vacant position has been advertised.
  - iii. PW is continuing to monitor loose stones in Wiltshire from the crack sealing project.
  - iv. Joey Nash passed the core test and is waiting for results on the categories test to become a certified pesticide applicator.

- c. Township Manager, Neil Lovekin gave a quick rundown of the Admin Department.
  - i. There has been an increase in permit applications and Zoning Hearing Board applications.
  - ii. New Bolton is proposing to build a new student lounge.

**15. TOWNSHIP ADVISORY COMMITTEES' UPDATES**

- a. Township Manager, Neil Lovekin, gave the Board a quick rundown on these committee meetings. Subjects included capital expenditures and personnel matters.

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

Shelly Mincer asked when the Tower at Longwood was going to be activated, referring to the Verizon addition to the top of the water tower in Longwood. Township Manager, Neil Lovekin, offered to try and reach Verizon to get an update.

**17. APPROVAL OF MEETING MINUTES**

Supervisor Sarro moved to approve the meeting minutes for March. Vice Chair Sosangelis seconded, carried 3/0.

**18. ADJOURNMENT**

*Respectfully submitted,  
Mickey Bailey, Recording Secretary*