

August 7, 2023
7:00 P.M.

BOARD OF SUPERVISORS
721 Unionville Road
Kennett Square, PA 19348

1. CALL TO ORDER

Present:

Chairman McKinstry (remote)
Vice-Chair Vannote (Presiding)
Supervisor Sarro
Supervisor Monahan
Supervisor Matuszak

Township Staff & Consultants:

Ryan Jennings, Township Solicitor
Neil Lovekin, Township Manager
Mickey Bailey, Recording Secretary
Jeff Simpson, Public Works Director (not present)
Robert Clarke, Police Chief
Peter Barsz, Treasurer

2. ANNOUNCEMENTS

Vice Chair Vannote announced prior to tonight's meeting there was an Executive Session to discuss personnel matters and that there would be another Executive Session immediately tonight's meeting to discuss legal and real estate matters.

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

Peter Barsz, Township Treasurer, gave a brief summary of the township's financial status. He highlighted that during the month of July we set up separate Prime accounts within several of the funds which provide a higher rate of interest than our regular class accounts. He also mentioned that the acquisition of 717 Unionville Rd was complete, and we have taken ownership.

Supervisor Monahan motioned to approve the Treasurer's Report and to authorize payment of the monthly bills. Supervisor Sarro seconded, motion carried 5/0.

4. LONGWOOD GARDENS, INC. – CONCESSION / RESTROOM BUILDINGS PRELIMINARY / FINAL LAND DEVELOPMENT PLAN

- a. A representative from Longwood Gardens presented the drawings and plans relative to the replacement of the concession stand. The purpose of the plan is to demolish an existing 240+/- sf concession stand adjacent to the Terrace Restaurant, re-configure existing internal walkways, and construct a new 1,564+/- sf concession stand/restroom building, and associated stormwater improvements. Discussion and review with the township consultants of the above project.
- b. Lisa Donlan from Vandemark and Lynch commented that all previous questions have been resolved.

- c. Cuyler Walker, Chair of the East Marlborough Township Planning Commission (PC), explained that the PC had researched and discussed this project in depth.
- d. Cory Salmon, a representative from HRG, (Herbert, Rowland & Grubic, Inc) stated that they had no issues.

5. **RESOLUTION NO. 2023-22**

- a. Discussion and possible adoption of Resolution No. 2023-22, to approve, subject to possible waivers and conditions, the twenty-four (24) sheet plan set prepared by Pennoni Associates, Inc. (PAI), titled *Longwood Gardens Concession / Restroom Buildings*, dated March 16, 2023, last revised June 30, 2023.
- b. Supervisor Monahan motioned to approve the Longwood Gardens Concession/Restroom Building plans and Resolution 2023-22. Supervisor Sarro Seconded, carried 5/0.

6. **ACT 537 PLAN (UPDATE) PRESENTATION** as prepared by Herbert, Rowland & Grubic, Inc. – Presentation by Cory Salmon, PE, PMP, for HRG, Inc.

- a. The purpose of this Act 537 Plan is to address the wastewater disposal needs of the Township and consists of four study areas to facilitate the analysis of various wastewater alternatives. No board action is necessary.
- b. Comment from resident, Ruth Kranz. She believes that there are considerable flaws in the grinder pump system.
- c. Resident Mary Paxton-Boeni commented that should a power outage occur the grinder pump system has issues. She dislikes it very much.
- d. After discussion of Act 537 the Board is taking no action. Plan now goes to the Planning Commission for Rework. They have asked for Public Works Director, Jeff Simpson's, reaction to this plan.

7. **CONTINUING BUSINESS**

- a. Zoning Hearing Board – Alternate Vacancy – Interested Candidate Interview
Interview and discussion of interested candidate(s) to fill the vacancy of an Alternate position on the Township's Zoning Hearing Board.

- b. Resident Tom McDonough, an East Marlborough resident attended tonight's board meeting. He expressed interest in volunteering for the township and heard about the opening for an alternate on the Zoning Hearing Board

8. **RESOLUTION NO. 2023–23: ALTERNATE APPOINTMENT TO THE ZONING HEARING BOARD**

- a. Discussion and possible adoption of Resolution No. 2023-23, to appoint Tom McDonough to the Township’s Zoning Hearing Board to fill the unexpired term of Richard Abbott with a term expiration of January 1, 2025.
- b. Supervisor Matuszak motioned to approve Resolution 2023-23 and to appoint Tom McDonough as an alternate Zoning Hearing Board member. Kathryn Monahan seconded the motion, carried 5/0.

9. **NEW BUSINESS**

- a. *Centennial Parade Celebration* for Unionville-Chadds Ford School District, October 6, 2023 – Presentation by James Whitesel, Director of Facilities, for UCFSD. The UCFSD celebrates 100 years this fall and plans to celebrate with a parade. Mr. Whitsel has coordinated parking, road closures and traffic control with Chief Clarke.
 - i. Supervisor Sarro moved to approve special activity permit and road closures for the Centennial Parade, Supervisor Monahan seconded, carried 5/0.
- b. *99th Unionville Community Fair*, October 13-15, 2023 – Presentation by Edward Schultz (Remote), Fair President, for Unionville Community Fair, Inc.
Discussion and possible approval for the Temporary Outdoor Activity Permit. As Ed described the request is the same as it has been for years. The fair committee had planned a parade this year but after realizing the school was planning one decided to forgo that part of their original request. Our police will be on site Friday and Saturday for the alcohol sales.
 - i. Chairman McKinstry motioned to approve the Outdoor Activity Permit for the event, Supervisor Sarro seconded, carried 5/0.
- c. *Mushroom Cap Half Marathon*, November 4, 2023 – Presentation by Sarah Nurry (Remote), Event Coordinator, for MCHM
 - i. Sarah explained that the event will be the same as the last three years with no course changes. Chief Clarke asked if they have electric road signs for the road closures and discussed where they needed to be placed. He also explained that they will need insurance documents and the police department will need to be paid in advance Discussion and possible approval for road closure(s) and Temporary Outdoor Activity Permit.
 - ii. Supervisor Monahan moved to approve this Temporary Outdoor Activity Permit, Supervisor Sarro seconded, carried 5/0.

10. **ZONING HEARING BOARD APPLICATION**

- a. Neil Lovekin, Township Manager opened the discussion on this application for 325 Maple Drive – Variance to Construct New Single-Family Dwelling\
- b. Township Solicitor, Ryan Jennings explained that the zoning application was to appeal a zoning rejection and we need clarification for the applicants.
- c. Discussion concluded that Neil needed to get clarification from applicants and needed to confer with our zoning officer, Charlie Shock on roof mounted vs ground mounted solar arrays.
- d. Applicant seeks a variance from §1824.C(2)(c)(ii) (Solar Energy Systems) of the East Marlborough Township Zoning Ordinance to permit the installation of a ground mount solar array system which will exceed the maximum permitted surface area of 360 square feet. The hearing is scheduled for Tuesday, August 22, 2023. Discussion on whether or not Solicitor Jennings should attend meeting. Supervisor Sarro moved for Jennings to attend if needed, Supervisor Monahan seconded, carried 5/0.

11. **TOWNSHIP DEPARTMENTS – MONTHLY REPORTS**

- a. Vice Chair Vannote briefed for Jeff Simpson, Director Public Works, who not in attendance, giving the following highlights for the month
 - i. Locust Bridge project: the final documentation and payments will be in the next few weeks.
 - ii. Mill Road project: The guiderail plans have been signed and installation is scheduled by the end of the month.
 - iii. Truck replacements: The 2023 Ford F-600 dump truck was delivered July 11th. The 2023 Peterbilt was ordered expect truck sometime in late 2024.
- b. Chief Robert Clarke gave the highlights for July for the EMT police report
 - i. There was a total of 226 incidents in EMT 83 of which were handled by EMPD.
- c. Township Manager Neil Lovekin briefed the board on the Admin Department.
 - i. Attended final walk through of the Pote property at 717 Unionville Rd
 - ii. Attended CCSIGA meeting – Guest Speaker CCPC Solicitor regarding SALDO Process
 - iii. Attended PAMA Conference in State College, Pa. Elected as Treasurer and passed exam to obtain CGA credential

12. **TOWNSHIP ADVISORY COMMITTEES' UPDATES**

There were no reports from Committee members.

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

- a. Resident Mary Paxton brought to the board's attention that the intersection of 82 and Unicorn has a sight distance problem because of the overgrown bamboo. She believes that the intersection needs improvement. People are cutting people off and it's a dangerous intersection. The is asking for a sign explaining there is a sight distance problem for people existing Unicorn Rd. Neil responded that Jeff Simpson is aware of the problem however the signs would have to come from PennDOT.
- b. Resident Shelly Mincer commented that there needs to be a sign for 82N coming out of Kennett because it's confusing for people not to know where to turn.

14. **APPROVAL OF MEETING MINUTES**

Supervisor Monahan moved to approve the minutes from the July meeting. Supervisor Sarro seconded, carried 5-0.

15. **ADJOURNMENT**

Vice Chair Vannote motioned to adjourn, Supervisor Monahan seconded, carried 5/0.

Executive session to follow.

*Respectfully submitted,
Mickey Bailey, Recording Secretary*