

BOARD OF SUPERVISORS
REGULAR MEETING
721 Unionville Road
Kennett Square, PA 19348

February 6, 2023
7:00 P.M.

1. CALL TO ORDER

Present:

Chairman McKinstry
Vice-Chair Vannote
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
Robert Clarke, Police Chief
Peter Barsz, Treasurer

2. ANNOUNCEMENTS

Chairman McKinstry announced that the Executive Session following January's board meeting as well as the session to follow tonight's meeting was to discuss legal and real estate matters.

3. CONTINUING BUSINESS

No unfinished business to discuss.

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

Township Treasurer, Peter Barsz, briefed the Treasurer's report. He commented that the township funds were in a "great" shape. Chairman McKinstry commented that there has been no decision on whether to purchase outright or finance the two properties (717 Unionville Rd and the property on E. Street Rd.) that the township intends to acquire.

Vice Chair Vannote moved to approve the Treasurer's Report and pay the monthly bills. Supervisor Sarro seconded. Motion carried 5/0.

5. RESOLUTION NO. 2023-11: DESIGNATING SIGNATORIES FOR TOWNSHIP FUNDS

Discussion and possible adoption of resolution to designate signatories for the Township funds, setting monetary thresholds, and authorizing designees if the Township Manager is not available. Solicitor Jennings briefed the board that this resolution had been discussed at prior meeting but that he had examined and edited the document. Vice Chair Vannote motioned to approve and adopt Resolution 2023-11, Supervisor Sarro seconded, carried 5/0.

6. RESOLUTION NO. 2023-18: APPOINTMENT OF NON-VOTING DELEGATES TO THE CHESTER COUNTY TAX COLLECTION COMMITTEE

This resolution proposes to adopt non-voting delegate(s) to serve on the Chester County Tax Collection Committees. Township manager, Neil Lovekin presented this resolution explaining that East Marlborough Township is a non-voting entity on this committee. Supervisor Matuszak made the motion to adopt Resolution 2023-18, Supervisor Sarro seconded, carried 5/0.

7. RESOLUTION NO. 2023-19 AUTHORIZATION TO TRANSFER IMPACT FEES FROM THE DEVELOPMENT FUND TO DESIGNATED FUNDS.

The Development Fund was historically the repository for “Impact fees” collected through the permitting process. We now have separate funds set up for each of these fee categories. This resolution proposes to dissolve the Development Fund and disperse the monies in that account to the appropriate funds.

8. RESOLUTION 2023-20: APPROPRIATION OF ARPA FUNDS

This resolution proposes the appropriation of \$203,068.41 from the ARPA Fund to pay the 2023 East Marlborough first quarter payment obligation to the Kennett Fire & Emergency Services Regional Commission. Cuyler Walker was present to answer questions and lead the discussion. Supervisor Monahan motioned to adopt Resolution 2023-20 and appropriate the funds. Vice Chair Vannote seconded, carried 5/0.

9. PROCLAMATION NO. 2023-01: RECOGNIZING THE MONTH OF APRIL AS “PENNSYLVANIA SAFE DIGGING MONTH”

Township Manager, Neil Lovekin presented this proclamation to recognize the month of April as “Pennsylvania Safe Digging Month”, an initiative sponsored by Pennsylvania 811, a utility notification center. Vice Chair Vannote motioned to adopt Proclamation 2023-02 citing April as “Pennsylvania Safe Digging Month”, Supervisor Matuszak seconded, carried 5/0.

10. NEW BUSINESS

Discussion and possible authorization of the temporary use of Walmart’s parking lot for its 2023 Outdoor Live Plant Display. Walmart’s manager, Bryan Vance gave a quick rundown on the annual display and Christa Briceland, Director of Walmart’s Customer Service answered questions on what type of plants are expected and where they come from. The Board of Supervisors thanked Bryan for all the hard work and look of the Walmart facility and parking lot of late. Vice Chair Vannote motioned to authorize the annual plant display, Supervisor Sarro seconded, carried 5/0.

11. ZONING HEARING BOARD APPLICATIONS

- a. Discussion regarding Application for 426 Marlboro Rd (Chuff residence) – Variance Requested – to construct an inground pool and associated patio with extended deck. The hearing is scheduled for Tuesday March 7th 2023. The Board of Supervisors took no position on this application and deferred to the Zoning Hearing Board.

- b. Discussion regarding Application for 718 Willowdale La (Collins & Huang Residence) Special Exception Requested – To construct an accessory dwelling. The hearing is scheduled for Tuesday, March 7th, 2023. The Board of Supervisors took no position on this application and deferred to the Zoning Hearing Board.

12. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Jeff Simpson gave updates on the Public Works Department.
 - i. E. Locust Lane Bridge project – culvert to be delivered mid-April
 - ii. Mill Road – reapplied permit
 - iii. New sewer utility truck ordered and new 2023 dump truck ordered.
- b. Police Department: Chief Clark reported the total number of incidents for January 2023 was 239, 110 of which were handled by EMPD.
 - i. Unionville Community Fair wants a parade this year
 - ii. Balloon Festival is scheduled for Father's Day weekend
 - iii. Speed study – Rt 82 by Hood's restaurant, average speed was 36mph, posted speed is 30-mph
- c. Township Manager, Neil Lovekin reported on the Administration Department.
 - i. Additionally, he briefed discussions with KSQ Country Club and Gold Course overflow parking.
 - ii. Meetings with Chief Clarke and the Unionville Community Parade organizer.

13. TOWNSHIP-WIDE ADVISORY COMMITTEE'S UPDATES

No new business was discussed.

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

Resident, Dylan Castro, asking for a copy of the speed study and would like to know how we come to the figures.

15. APPROVAL OF MINUTES

Vice Chair Vannote motioned approval of the Board of Supervisor's January minutes, Supervisor Matuszak seconded, carried 5/0.

16. ADJOURNMENT

Chairman McKinstry motioned to Adjourn, Vice Chair Vannote seconded. Carried 5/0. Executive session to follow.

Respectfully submitted,

Mickey Bailey, Recording Secretary