

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

January 3, 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 gave a quick rundown on the following Executive Sessions:

- Monday, December 5, 2022, to discuss legal and real estate matters.
- Thursday, December 22, 2022, to discuss real estate matters.
- Executive session also scheduled for immediately following tonight's session.

3. CONTINUING BUSINESS

a. Longwood Gardens, Inc. – Sanitary Sewer Improvement, Agreements

Chairman McKinstry gave a quick introduction followed by Solicitor Jennings who discussed the possible authorization to execute the land development agreements for the project approved at the July 11, 2022, Board meeting. Jennings suggested that the agreement be accepted as prepared. Vice Chair Vannote motioned to authorize and execute the agreement, Supervisor Matuszak seconded, motion carried 5-0.

4. PUBLIC HEARING FOR AN INTER-MUNICIPAL LIQUOR LICENSE TRANSFER

Chairman McKinstry introduced the topic followed by Solicitor Jennings who discussed the subject of an eat-in dining, wine and beer addition to the Giant Food store located at 830 E. Baltimore Pike. Ellen Freeman, legal counsel for Giant, LLC and Scott Shaffer gave a presentation on the details of the project.

Supervisor Sarro asked whether or not there would be spirits on the premises and the answer was no.

For additional information please see the official transcripts for the Public Hearing.

5. RESOLUTION NO. 2023-15: INTER-MUNICIPAL LIQUOR LICENSE TRANSFER

Discussion and possible adoption of Resolution No. 2023-15, to approve the inter-municipal transfer of PLCB License No. R-20717 (Restaurant Liquor License) to The Giant Company, LLC, operating a grocery store located at 830 E. Baltimore Pike, Kennett Square, PA 19348.

Supervisor Monahan motioned to adopt Resolution No. 2023-15, Vice Chair Vannote seconded, carried 5-0.

6. 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 "healthy" status. He then opened the discussion on the spending of ARPA funds. Supervisor Monahan made a motion to approve the Treasurer's report and pay the monthly bills, Supervisor Sarro seconded, motion carried 5-0.

| <u>Fund</u> | <u>Expenditure</u> |
|-------------|--------------------|
| General | \$113,292.18 |
| Payroll | \$105,998.70 |
| Sewer | \$43,820.68 |

7. NEW BUSINESS

- a. Discussion and possible authorization to purchase a dump truck for the Public Works Department as allocated in the 2023 Adopted Budget. Vice Chair Vannote motioned to approve the purchase, Supervisor Sarro seconded, carried 5-0.
- b. Discussion and possible ratification of the Township's support letter to the Kennett Square Borough for its grant submission to the PA DCED's H2O funding to aid in funding construction of a replacement water treatment plant. There is no funding commitment. Supervisor Matuszak motioned to support this initiative, Supervisor Sarro seconded, carried 5-0.
- c. Vice Chair Vannote made a motion to amend the agenda to add Resolutions 2023-16 and 2023-17 (in d and e below), Supervisor Matuszak seconded, carried 5-0.
- d. Discussion and possible approval of and authorization to execute an Agreement of Sale, Addenda thereto, and other, associated documentation, including the adoption of Township Resolution No. 2023-16, for the Township's acquisition of real property located at 717 Unionville Road – Kennett Square, PA 19348 (Tax Parcel I.D. No.: 61-5-38), subject to recommendations of the Township Administration and applicable Township Professional Consultants. Supervisor Sarro motioned to approve Resolution 2023-16 and the purchase of the parcel at 717 Unionville Rd, Vice Chair Vannote seconded, carried 5-0.

- e. Discussion and possible approval of and authorization to execute an Agreement of Sale, Addenda thereto, and other, associated documentation, including the adoption of Township Resolution No. 2023-17, for the Township's acquisition of real property located at 365 W. Street Road – Kennett Square, PA 19348 (Tax Parcel I.D. No.: 61-4-7.1), subject to recommendations of the Township Administration and applicable Township Professional Consultants. Supervisor Matuszak motioned to approve Resolution 2023-17 and the purchase of the property at 365 W. Street Rd, Supervisor Sarro seconded, carried 5-0.

8. ZONING HEARING BOARD APPLICATIONS

- a. No new applications

Zoning Hearing Scheduled Thursday, January 5, 2023, for 524 Orchard Avenue (Porter Residence) – Variance Request to construct a detached garage. The Board chose to take no position.

9. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Police Department: Chief Clark reported the total number of incidents for December 2022 was 255, 94 of which were handled by EMPD. Police duty at Longwood Gardens continues for the Christmas displays and all officers completed “Understanding Bias” training in December 2022.
- b. In Jeff Simpson's absence, Neil Lovekin gave a brief update on the Public Works Department, Sewer report and upcoming projects.
 - i. Seeking approval to replace the 2000 Sterling dump truck with a new 2023 Peterbilt Chassis through CO-STARS.
 - ii. E. Locust Bridge project: Preconstruction meeting was held on 12/2/22 and notice to proceed.
 - iii. Completed annual equipment maintenance and winter equipment preparations.
 - iv. Joe Zdun obtained his CDL license.
 - v. Park bathrooms have been closed and winterized for the season.
- c. Township Manager, Neil Lovekin reported on the Administration Department. Additionally, he briefed the Land Development planned or in process.
 - i. Greenwood Elementary, new construction
 - ii. 532 Walnut Rd, *Village of Longwood Preserve*, 30 townhomes
 - iii. 802 E. Baltimore Pike, new development. Project consists of a convenience store, 8 gas pumps, a 2 story medical building and a take-out restaurant with a drive through.

10. TOWNSHIP-WIDE ADVISORY COMMITTEE'S UPDATES

No reports

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

No public comment, however Shelly Mincer wanted to voice her concern about the section of roadway and crosswalk in front of Hood's restaurant. She is concerned that there are no lights or lighting on or near the crosswalk and wanted to discuss ideas for improving the cross walk.

19. APPROVAL OF MINUTES

Supervisor Monahan motioned to approve the December minutes as presented, Vice Chair Vannote seconded, minutes were approved 5-0.

12. ADJOURNMENT

Vice Chair Vannote motioned to adjourn, Chairman McKinstry seconded, carried 5-0.

Executive session to followed.

Respectfully submitted,

Mickey Bailey, Recording Secretary