

Present:

Chair Sosangelis
Vice Chair Sarro
Supervisor Chance
Supervisor Elks (Absent)
Supervisor Auger

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE (Participation is Voluntary)

3. ANNOUNCEMENTS

Acting Chair, Ellen Sosangelis, read the following announcements:

- a. An executive session was held on December 2, 2024, to discuss personnel matters (re: Regional Commission).
- b. Next scheduled public meeting of the Board of Supervisors will be held on Monday, February 10, 2025. (This meeting has been changed to the second Wednesday of each month. Next meeting is February 12th.)

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

- a. Township Treasurer Peter Barsz gave a quick overview of the township finances. He noted that we are about where we were last year at this time, with the General Fund being approximately \$300k less than 2024. He also mentioned that he is looking to possibly invest some funds into higher interest-bearing investments.
- b. Supervisor Chance moved to approve the financial reports and pay the monthly bills. Supervisor Auger seconded; carried 4/0.

5. RESOLUTION 2025-03: APPOINTMENT OF JOHN COX TO THE HISTORICAL ARCHITECTURAL REVIEW BOARD

- a. Discussion and possible adoption of Resolution No. 2025-03, to appoint John Cox to the Historical Architectural Review Board, to fill the unexpired term of Nina Ginty with a term expiration of January 1, 2029.
- b. Township Manager Neil Lovekin offered that Mr. Cox comes highly recommended by the Historical Committee.
- c. Supervisor Auger motioned to appoint John Cox to the HARB to fill the unexpired term of Nina Ginty. Supervisor Chance seconded, carried 4-0.

6. RESOLUTION 2025-04: APPOINTMENT OF MORGAN BRATTON TO THE ENVIRONMENTAL ADVISORY COUNCIL

- a. Discussion and possible adoption of Resolution No. 2025-04, to appoint Morgan Bratton to the Environmental Advisory Council, to fill the unexpired term of Gloria J. Michener with a term expiration of January 1, 2026.
- b. Chair Sosangelis introduced Morgan, sitting in the audience, and communicated Morgan was well qualified for this position.
- c. Joe Misiewicz questioned how the board ensures there is no conflict of interest if, for example, the person on the committee or board works for an environmental company. He continued: how are we going to ensure we get the highest standards, keep the cost down and have no conflict of interest.
- d. The response from the board was that when appointed there is no conflict of interest.
- e. Vice Chair Sarro motioned to adopt Resolution 2025-04 and to appoint Morgan Bratton to the Environmental Advisory Council, Supervisor Auger seconded, carried 4-0.

7. LONGWOOD GARDENS SEWER EXPANSION PROJECT – ESCROW RELEASE NO. 3

- a. Discussion and possible approval of the escrow release in the amount of \$12,567.50 for the above project as recommended by the Township Engineer's Review Letter, dated December 12, 2024. This release shall close out the escrow for this project.
- b. Township Manager Neil Lovekin informed the board that this Escrow release closes out the project.
- c. Vice Chair Sarro motioned to approve Escrow Release No.3 and release the amount of \$12,567.50 to close out the Longwood Gardens Sewer Expansion Project. Supervisor Chance seconded, carried 4-0.

8. RIEPE CENTER FOR THE ADVANCED VETERINARY EDUCATION PRELIMINARY/FINAL LAND DEVELOPMENT – EXECUTION OF DEVELOPER AGREEMENTS & ESCROW RECOMMENDATION

- a. Discussion and possible approval to execute the Land Development, Financial Security and Stormwater Management Agreements, along with the Final Subdivision and Land Development Plan between the University of Pennsylvania and the Township associated with the land development project, titled "*Riepe Center for the Advanced Veterinary Education Preliminary/Final Land Development*," as approved by the Board of Supervisors at its August 5, 2024, regular public meeting.
- b. Al Fuscaldo from the New Bolton Center was on hand to answer questions about the Riepe Center and to represent New Bolton.
- c. Solicitor Ryan Jennings said he had reviewed the materials and there were no changes since August. He recommended approval as agenda suggested.

- d. Supervisor Auger motioned to approve the Riepe Center's Land Development Plan, Supervisor Chance seconded, carried 4-0.

9. **802 EAST BALTIMORE PIKE, LLC – EXECUTION OF TRAFFIC SIGNAL EASEMENT AGREEMENTS, DEED OF R.O.W. DEDICATION FOR FULTON BANK, TEMPORARY CONSTRUCTION EASEMENT AGREEMENT FOR AZ WILIMINGTON, LLC., AND DRAINAGE IMPROVEMENT OPERATIONS AND MAINTENANCE AGREEMENT FOR AZ WILMINGTON, LLC.**

- a. Discussion and possible approval of the associated developer agreements, deeds of dedication, and easements between 802 East Baltimore Pike, LLC and the Township associated with the land development project, titled "*Final Land Development Plan 802-810 Baltimore Pike*," as approved by the Board of Supervisors at its April 29, 2024, regular public meeting.
- b. Solicitor Ryan Jennings briefed that his project is of a larger scale that has been in the works for 3-4 years now.
- c. He has reviewed all agreements on behalf of the township and is comfortable with us moving forward with the modifications he has made.
- d. Supervisor Auger motioned to approve and execute the Traffic Signal Easement Agreements as stated above as edited by Solicitor Jennings. Supervisor Chance seconded, carried 4-0.

10. **CONTINUING BUSINESS**

- a. Municibid Auction Awards of Surplus Township Equipment
Discussion of the results of the winning bids for the purchase of surplus township equipment totaling \$25,429.00.

The Public Works Department sold the following surplus equipment on the MUNICIBID Auction website: **Total: \$25,429.00** Funds to be deposited into Capital Fund.

- 2003 John Deere Gator 6x4 \$5,200.00
- 2000 Sterling 7500 dump truck with salt spreader \$9,700.00
- 2011 JD Z960A 60" riding mower \$2,377.00
- 2004 MB Companies model 53T pull behind broom \$110.00
- (2) Honda EP2500 CX portable generators \$377.00
- Galion-Godwin 9' aluminum dump body \$5,450.00
- Viking SNOKING 9' power angle snowplow \$500.00
- 8' salt spreader \$55.00
- Flink 11' power angle snowplow \$1,350.00
- (6) snowplow cutting edges of various sizes \$310.00
- Snowplow pusher frame with hoist NO BID

11. **NEW BUSINESS**

- a. Discussion of the 2025 Meeting Schedule for the Board of Supervisors. A decision was made to move the Board of Supervisors meeting from the first Monday of the month. The reason behind that

decision was that the financials presented were usually not able to include an entire month's financial data if the first Monday fell within 3 days after the closing out of the previous month. PLGIT usually takes 3 days after the end of the month to produce and distribute statements.

- i. Several alternative dates were proposed but each one caused a conflict with another important meeting's set date. The Board finally settled on the second Wednesday of each month
- b. Recommendation for Certificate of Appropriateness, Case NO. 2024-03
Discussion and possible approval for 1733 West Doe Run Road (Sterling Residence) to replace existing basement windows and stabilize barn that is in the Historic Village of Unionville, as recommended by the H.A.R.B. memo, dated December 9, 2024.
 - i. Township Manager Neil Lovekin advised that this item needed approval from the HARB before going to the Board of Supervisors and then to permitting.
 - ii. Supervisor Chance motioned to move forward with the Recommendation for Certificate of Appropriateness Case No 2023-03, Vice Chair Sarro seconded, carried 4-0.

12. ZONING HEARING BOARD APPLICATIONS

- a. No new applications to discuss

13. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Highlights from Jeff Simpson, Director of Public Works.
 - The 2023 Peterbilt dump truck was delivered 12/3/2024.
 - Ordered a solar powered controller for the flashing traffic light signal on the Rt. 1 bypass due to a conflict with the Rt. 1 widening project and the electric power supply is in the way.
 - The surplus equipment was sold on Municibid, totaling \$25,429.00.
 - Still working with PennDOT Municipal Services to get Northridge, Longwood Preserve, and Unionville Walk streets added to the Liquid Fuels inventory. No update.
 - Closed the park restrooms for the winter months.
 - Rt. 82 & Cedarcroft Road traffic signal video detector failed and had to be sent out for repair. TPD visited the site during the AM rush hour and made some timing changes to add more time for Cedarcroft Road. Will revisit the issue when the video detector is back in service.
 - Rt. 926 eastbound traffic signal at Rt. 82 loop detector failed. Waiting for a quote to replace it with a video detector.
- b. Chief Clark gave a summary of activities: there were 200 incidents during the month of December, 60 of which were handled by EMTPD. Busiest Day was Monday.
- c. Township Manager Neil Lovekin gave a summary of the major activities of the Admin Department.
 - i. The state conducted a Liquid Fuels audit for 2021-2023. They are hoping to come back and do 2024. Audit went very well. All invoices were accounted for.

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

- a. Joe Misiewicz asked about the Mill Bridge. He said it is damaged and needs repairing. Jeff will respond.
- b. Shelly Mincer asked if we received our reimbursement for the bridge.
- c. Colleen Townsend introduced herself. She is the incoming president on the Library Board of Trustees.
- d. Joe Misiewicz was asking if we are over specified in Stormwater Management.
- e. Several residents asked if there was a way to “tax” or get contributions from Longwood Gardens to use toward the Fire and EMS Commission.
- f. There were some general questions from the audience on Kennett Boro’s Fire and EMS contribution regarding how much they are paying (i.e. are they going to pay their “fair share”). Kennett Boro has also agree to apply for grants on behalf of the Fire and EMS Commission.
- g. Shelly Mincer asked if we plan to “Zoom” any of our meetings. Neil responded that we need new equipment and someone to run it during the meetings.

15. TOWNSHIP ADVISORY COMMITTEES’ UPDATES

No meetings

16. APPROVAL OF MEETING MINUTES

Supervisor Chance moved to approve the December 2nd meeting minutes. Supervisor Auger seconded. Carried 4/0.

17 ADJOURNMENT

*Respectfully submitted,
Mickey Bailey, Recording Secretary*

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

January 6, 2025
7:00 P.M.

1. CALL TO ORDER

Present:

Acting Chair Sosangelis
Supervisor Chance
Supervisor Sarro
Supervisor Elks (Absent)
Supervisor Auger

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)

Acting Chair Sosangelis opened the meeting by leading the Pledge of Allegiance.

3. ELECTION OF OFFICERS

- a. Chair: Supervisor Sarro made a motion to elect Ellen Sosangelis as Chair. Supervisor Chance seconded Motion carried 4-0.
- b. Vice Chair: Supervisor Chance motioned to elect Supervisor Sarro as Vice Chair, Chair Sosangelis seconded, carried 4-0.

4. APPOINTMENTS (MADE BY A SINGLE MOTION)

Chair Sosangelis opened the discussion and turned it over to Township Manager Neil Lovekin to explain that the following named positions would be motioned and approved by a single vote with the exception of n. (Township Planning Engineer) which would be tabled till the February meeting.

Chair Sosangelis made a motion to approve the following (a-t) to continue in their respective positions. Supervisor Auger seconded. Motion carried 4-0.

1. Township Manager & Secretary – Neil Lovekin
Present Bond effective until 10/21/2025 set at \$5 Mil
2. Township Treasurer – Peter Barsz
Present Bond effective until 6/06/2025 set at \$4 Mil
3. Public Works Director/Roadmaster – Jeffrey Simpson
4. Police Chief – Robert C. Clarke, Jr., R.N.
5. Emergency Management Coordinator – Robert C. Clarke, Jr., R.N.
6. Building Inspector – United Inspection Agency, Inc.
7. Codes Official & Zoning Officer – Charlie Shock
8. Solicitor – Unruh, Turner, Burke & Frees

9. Tax Collector/Sewer User Fees – Berkheimer Tax Innovations, Inc.
10. Local Services Tax Collector – Keystone Collections Group
11. Township Engineer – VanDemark & Lynch, Inc.
12. Township Wastewater Engineer – Herbert, Rowland, & Grubic, Inc.
13. Landscape Architect Consultant – Glackin, Thomas and Panzak, Inc.
14. Traffic Planning Engineer – Request to be tabled. (Herbert, Rowland, & Grubic, Inc.)
- *Proposal submitted by Traffic Planning & Design for Board consideration*
15. Registered Elector – Mary Ann Gorko
16. Kennett Public Library Representatives – Margaret Egli and Corrine Raphel Sweeney
17. Fire Marshal – United Inspection Agency, Inc.
18. Assistant Fire Marshal – Robert C. Clarke, Jr., R.N.
19. Open Records Officer for Administration – Neil Lovekin
20. Open Records Officer for Police – Robert C. Clarke, Jr., R.N.

5. APPOINTMENT OF JONATHAN DAVID PERSE AS CHAIR OF THE ENVIRONMENTAL ADVISORY COUNCIL

- a. Vice Chair Sarro motioned to appoint Johathan David Perse as Chair of the Environmental Advisory Council, Supervisor Chance seconded, carried 4-0.

6. RESOLUTION 2025-01: PLANNING COMMISSION APPOINTMENTS AND AFFIRMATIONS

- a. Supervisor Auger motioned to approve the current appointments, Supervisor Chance seconded, carried 4-0.

7. RESOLUTION 2025-02: HISTORICAL COMMISSION APPOINTMENTS AND AFFIRMATIONS

- a. Supervisor Auger motioned to approve the current appointments, Supervisor Chance seconded, carried 4-0.

7. RESOLUTION 2025-03: HISTORICAL ARCHITECTURAL REVIEW BOARD APPOINTMENTS AND AFFIRMATIONS (TABLED TO REGULAR MEETING)

8. RESOLUTION 2025-04: ENVIRONMENTAL ADVISORY COUNCIL APPOINTMENTS AND AFFIRMATIONS (TABLED TO REGULAR MEETING)

9. RESOLUTION 2025-05: UNIONVILLE AREA REGIONAL PLANNING COMMISSION APPOINTMENTS AND AFFIRMATIONS

- a. This commission is composed of representatives from East Marlborough, West Marlborough and Newlin townships. Supervisor Auger volunteered to accept a representative role for East Marlborough Township. Vice Chair Sarro motioned to accept Supervisor Auger, Supervisor Chance seconded, carried 4-0.

10. RESOLUTION 2025-06: ZONING HEARING BOARD APPOINTMENTS AND AFFIRMATIONS

- a. Supervisor Auger motioned to approve the current appointments, Supervisor Chance seconded, carried 4-0.

11. RESOLUTION 2025-07: KENNETT FIRE & EMS REGIONAL COMMISSION APPOINTMENTS

- a. The Kennett Fire and EMS Regional Commission needed a supervisor to serve a one-year voting term joining Cuyler Walker who is currently our chair at the Commission. Chair Sosangelis nominated Supervisor Chance to serve as alternate and to have voting authority, Vice Chair Sarro seconded, carried 4-0.

12. RESOLUTION 2025-08: PSATS DELEGATE APPOINTMENTS

- a. Chair Sosangelis volunteered to be our delegate to PSATs. Vice Chair Sarro motioned to accept her as our appointee, Supervisor Auger seconded, carried 4-0. Supervisor Auger volunteered to be her alternate. Vice Chair Sarro moved to accept Auger as alternate, Supervisor Chance seconded, carried 4-0.

13. RESOLUTION 2025-09: BUILDING CODE APPEALS BOARD APPOINTMENTS AND AFFIRMATIONS

- a. Supervisor Auger motioned to approve the current appointments, Supervisor Chance seconded, carried 4-0.

14. RESOLUTION 2025-10: DESIGNATING EMERGENCY SERVICE PROVIDERS

- a. Supervisor Auger motioned to approve the designated emergency service providers as presented on the resolution. Supervisor Chance seconded, carried 4-0.

15. RESOLUTION 2025-11: TOWNSHIP FUND DEPOSITORIES & CHECK SIGNERS

- a. Supervisor Auger motioned to approve the PLGIT, TRUIST to be fund depositories and the check signers of the Township Manager, Township Treasurer and Township Supervisors, Supervisor Chance seconded, carried 4-0.

16. RESOLUTION 2025-12: OFFICE OF TOWNSHIP MANAGER COMPENSATION

- a. Supervisor Auger motioned to approve the Office of Township Manager Compensation as presented in the 2025 Adopted Township Budget, Supervisor Chance seconded, carried 4-0.

17. RESOLUTION 2025-13: TOWNSHIP MEETINGS SCHEDULE

- a. This discussion was tabled until the regular meeting following this meeting.

18. RESOLUTION 2025-14: CERTIFIED PUBLIC ACCOUNTANT APPOINTMENT

- a. Supervisor Auger motioned to approve the current appointments, Supervisor Chance seconded, carried 4-0.

19. PUBLIC COMMENT

- a. None

20. ADJOURNMENT

Regular meeting of the Board of Supervisors commenced immediately after close of this meeting.

*Respectfully submitted,
Mickey Bailey, Recording Secretary*