

BOARD OF SUPERVISORS
721 Unionville Road
Kennett Square, PA 19348

March 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 asked for a moment of silence in observance of the fatal vehicle accident that took the life of a UCF student.
- An Executive Session followed February's board meeting to discuss legal and real estate matters.
- There will also be an Executive Session to follow tonight's meeting to continue legal and real-estate discussion.

3. TRAFFIC STUDY

Discussion and possible approval of a traffic study at the intersection of Route 926 (Street Rd) and School House Rd (scene of accident listed in #2 above). Community representative have requested a three-way flashing light at the intersection. Traffic Engineers, Herbert, Rowland and Grubic would conduct the study on behalf of the township for the purposes of compiling real data including, but not limited to speed, volume sight distance and turning movements. Cost of the study would be \$9500. Supervisor Sarro made the motion to approve the study, Supervisor Monahan seconded. Carried 5/0.

4. CONTINUING BUSINESS

Longwood Gardens – Red Lion equipment/Storage Building – Escrow Release #2. Discussion and possible authorization to approve the escrow release of \$49,170.89, as recommended by the Township Engineer's review letter, dated 2/27/2023. Motion to approve by Vice Chair Vannote, seconded by Supervisor Sarro, motion carried 5/0.

5. 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 healthy. An open discussion followed on the recent land purchase and

upcoming purchase (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 Matuszak seconded. Motion carried 5/0.

6. NEW BUSINESS

- a. Acceptance of Gerald E. Hoover's Resignation from the Zoning Hearing Board, with a term expiration of January 1, 2027. Chairman McKinstry suggested that the board do something to recognize Mr. Hoover's long service, perhaps a proclamation. Township Manager, Neil Lovekin was authorized to put something together. Vice Chair Vannote motioned to accept Hoover's resignation, Supervisor Sarro seconded, carried 5/0.
- b. Discussion and filling the vacancy on the Zoning Hearing Board. The supervisors noted that there are currently 3 candidates serving as alternates. Chairman McKinstry suggested that it would be prudent to choose one of these alternates assuming they were willing to fill the vacancy, looking at tenure first. The three alternates are Shelly Minser, Tim Stephens, and Rich Abbott. Township Manager, Neil Lovekin was tasked to reach out to each of the alternates. Discussion and approvals expected at the April meeting.
- c. Temporary Outdoor Activity Permit Application for *The Chester County Balloon Festival*.
 - i. Discussion and possible approval of the permit application for the event to take place on June 16th through June 18th, 2023. Rich Schimpf spoke on behalf of the Balloon Festival committee. He said law enforcement has no issues. Kevin Urbany from the township East Marlborough Police Department concurred. One issue was brought to the attention of the board. During one of the previous festivals people were parking off site and walking across Unionville Rd to enter the grounds, possibly to avoid paying admission. This was considered dangerous. It was suggested that parking areas across from the fields be roped off or traffic cones put in place to deter people from parking and walking across Unionville Rd. Cuyler Walker spoke on behalf of the fire and police/EMS services explaining that PoMarLin was no longer providing these services. He suggested that the permit be approved conditionally with arrangements for traffic and EMS arranged prior to final approval. The board requested Monday May 1st as the deadline for formal written arrangements. Supervisor Sarro made the motion to approve the permit subject to the conditions outlined above. Chairman McKinstry seconded, carried 5/0.
- d. Temporary Outdoor Activity Permit application for *The Kennett Run Charities, Inc*.
 - i. Discussion and possible approval of the permit application for the above event to take place on May 6th, 2023. Bob Merkle briefed the board on behalf of the Kennett Run explaining that this will be the 33rd time they have performed this event using the same course as last year. Supervisor Sarro motioned to approve the permit subject to the paperwork that notifies the residents and businesses along the route and approval of Chief Clarke. Supervisor Matuszak seconded, carried 5/0.

- e. Temporary Outdoor Activity Permit Application for *The Boys Lacrosse Tournament*.
 - i. Discussion and possible approval of the permit application for the above event to take place on June 17th and 18th 2023 at Unionville High School.
 - ii. Jeff Long and Cal McKensey represented the Victory Event Series who will be sponsoring the lacrosse tournament. They have hired officers and a parking crew. All events will be within the school grounds. Vice Chair Vannote motioned to approve the permit. Supervisor Sarro seconded. Motion carried 5/0.

7. RESOLUTION NO. 2023-21: APPOINTMENT TO THE ZONING HEARING BOARD

Discussion and possible adoption of Resolution No. 2023-21, to appoint _____ to the Township’s Zoning Hearing Board to fill the unexpired term of Gerald E. Hoover whose term expires January 1, 2027. Discussion and adoption tabled.

8. 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.

9. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Jeff Simpson gave updates on the Public Works Department.
 - i. E. Locust Lane Bridge project – tentative schedule March – June 2023. Updated schedule will be mailed to residents and signs will be updated. Culvert ordered March 6. New structure will be set on April 19th followed by 60 days for completion.
 - ii. Mill Road – permit received. Estimated cost \$239,100.00.
 - iii. Truck replacements: new sewer utility truck ordered with a January 2023 build date. The 2023 Ford F-600 dump truck chassis has been assigned a VIN number. We are waiting for the build date.
- b. Police Department: Chief Clark reported the total number of incidents for February 2023 was 201, 116 of which were handled by EMPD.
- c. Township Manager, Neil Lovekin reported on the Administration Department.

- i. The annual audit by BBD, LLP took place Feb 22nd and 23rd. Have not received final report as of yet but no incidents reports.
- ii. Met with Landhope special events group (Gray Barn Wedding and Events) to discuss renovations to the barn

10. TOWNSHIP-WIDE ADVISORY COMMITTEE'S UPDATES

No reports

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

- a. Shelly Minser asked when the bathrooms at the park would be open. Jeff Simpson replied that as soon as the weather remained above freezing they would be open.
- b. Matthew Cole asked a few questions on the new property acquisition on E. Street Rd. He explained that currently lots of non-owners have access to the property especially using the lane that runs through the property. He also wanted clarification on what was to be removed e.g. trees, fencing and fire wood.
- c. Scott and Veronica Steward also commented on the property on E. Street Rd. Currently they keep their horses on that property and wanted to discuss potential use in the future.
- d. Joseph Norley wanted to ask the township to assist him in dealing with stones and debris flowing down onto his property from two neighboring properties. He was told to contact the Codes officer to see if there were any violations.

12. APPROVAL OF MINUTES

Supervisor Sarro motioned to approve the February minutes, Vice Chair Vannote seconded, Carried 5/0.

13. ADJOURNMENT

Supervisor Sarro motioned to adjourn, Supervisor Matuszak seconded, Carried 5/0.

Executive session to follow.

Respectfully submitted,

Mickey Bailey, Recording Secretary