

March 12, 2025
7:00 P.M.

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

Present:

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

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 February 12, 2025, to discuss personnel matters.
- b. The Board of Supervisors' next public meeting will be held on Wednesday, April 9, 2025.
- c. The Lights Festival is scheduled for Saturday, April 19, 2025, at Plantation Field (325 Green Valley Road).
- d. John Denver Tribute Fundraiser Concert scheduled for June 5, 2025, at the UCF High School Auditorium
- e. Chester County Balloon Festival is scheduled for June 13 – 15, 2025 (the same as the past three years).

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

- a. Township Treasurer Peter Barsz summarized the Township's existing funds giving each fund's total as of February 28th, then a total of all funds.
- b. Resident Robert Reilly asked what the current interest rates are. Peter responded, 4.17 for Class, 4.82 for Reserve and 4.48 for Prime.
- c. Supervisor Sarro moved to approve the financial reports and pay the monthly bills. Supervisor Chance seconded; carried 3/0.

5. RESOLUTION NO. 2025-17: AMENDMENTS TO THE TOWNSHIP PERSONNEL MANUAL

Discussion and possible amendment to the Township Personnel Manual, dated August 7, 2017, to amend "Holidays" by removing Good Friday, adding Martin Luther King Day, and adding one floating

holiday, as well as to amend “Regular Work” to reword the “unpaid ½ hour lunch period” to “paid ½ hour lunch period.”

- a. Township Manager Neil Lovekin gave the Board background information about the request to change the holidays and amend the wording of the manual.
- b. Resident Joe Misiewicz asked if the personnel manual rewording regarding the lunch ½ hour could result in additional overtime. Marie DiConstanza also asked for additional clarification on this amendment.
- c. Resident Robert Reilly asked if affected employees are hourly or salaried.
- d. Jeff Simpson, Public Works Department Head, explained that his employees work 6am to 3pm and there would be no overtime unless they were responding to an emergency or were on call on the weekends.
- e. Joe Misiewicz asked if we would be monitoring personnel hours to see if the ½ hour lunch change would affect overtime hours.
- f. Supervisor Chance moved to approve the Resolution 2025-17 and accept the rewording of the Personnel Manual. Chair Sosangelis seconded, carried 3/0.

6. NEW BUSINESS

- a. Capital Improvement Plan, Per Adopted 2025 Budget – Quotes for 2025 Purchases
 - i. Discussion and possible authorization for the Township Public Works Director to execute the necessary purchase agreements from Co-Stars, as was adopted in the 2025 Township Budget – Capital Improvement & Sewer Funds.

CAPITAL IMPROVEMENT FUND

2025 Kubota SVL75 \$90,254.80
(Compact Track Loader, sweeper, and mower)
Eagle Power and Equipment Corp
1416 Phoenixville Pike
West Chester, PA 19380

2025 JCB 3CX Pro backhoe \$160,532.64
Stephenson Equipment, Inc.
7201 Paxton ST
Harrisburg, PA 17111 **Total = \$250,787.44**

SEWER FUND

2025 John Deere Z960M mower \$12,600.00
Atlantic Tractor
150 Whiteside Dr
Oxford, PA 19363

- ii. Township Manager Neil Lovekin gave the Board a run down on this. Chair Sosangelis motioned to approve the Plan, Vice Chair Sarro seconded, carried 3/0.
- b. Temporary Outdoor Activity Permit Application for *The Chester County Ballon Festival*
 - i. Discussion and possible approval of temporary outdoor activity permit for the event to be held June 13 – 15, 2025

- ii. Rick Schimpf from the Balloon committee briefed that everything was on schedule for the event. Police are on board as well as fire and EMS. Insurance will be in place 2 weeks prior.
 - iii. Vice Chair Sarro motioned to approve the Temporary Outdoor Activity Permit for the Chester County Balloon Festival, Supervisor Chance seconded, carried 3/0.
- c. Acceptance of John Auger's Resignation from the Board of Supervisors, Term Expiration of January 1, 2026.
- i. Discussion and acceptance of the resignation of John Auger from the Board of Supervisors. The Township Manager will advertise the vacancy in the local news publication, The Daily Local, and on the Township's website. A replacement appointment will occur at the April 9th Board of Supervisors meeting, as required by the PA Second Class Code.
 - iii. Chair Sosangelis announced the schedule for interviewing and replacing this vacant chair. Letters of Intent and resumes should be submitted by March 31st. Interviews will be held at the township building April 3rd. Vacancy will be filled at the April 9th meeting.
 - iv. Vice Chair Sarro motioned to approve the acceptance of John Auger's resignation and to proceed with a temporary replacement. Chair Sosangelis seconded, carried 3/0.
 - v. Resident Soren Rubin asked if the interviews would be open to the public. No, they would then have to be advertised.
 - vi. Laura Beeson asked if the names would be made public. Yes

At this point in the agenda there was a motion to amend the agenda to add item 6d. Chair Sosangelis moved to amend the agenda and add item 6d which would initiate a Resolution concerning the purchase of Chester Water Authority by Aqua. Chair Sosangelis motioned to amend the agenda to add item 6d, Vice Chair Sarro seconded, carried 3/0.

- d. Chester Water Authority serves water to 34 municipalities in western Delaware County and southern Chester County dating back 150 years. CWA is a not-for-profit organization. Aqua PA has been purchasing municipally owned water assets throughout PA and has its eye on CWA. Residents worry about the potential for substantial rate increases. The proposed resolution would add East Marlborough's voice and support to CWA as the fight makes its way to Harrisburg and the state legislature.

7. CONTINUING BUSINESS

- a. Kennett Fire & Emergency Services Regional Commission – Monthly Update
 - i. Discussion and update of the regional commission activities. Chair Sosangelis stated that EMT is looking for data that is more transparent from the Fire and EMS Commission.
 - ii. Cuyler Walker addressed the conversation stating that there was no meeting in the month of February. For the April BOS meeting he expects to bring two reports, one for February and one for March 2025. Cuyler is hoping to be in a better position regarding providing better information and to share budget info for the board and residents.

- iii. Supervisor Chance added that the 3 fire companies have now combined their budgets. Fire Commission Administrator Allison Dobbins is still working on looking for a full-time administrator. Firstly, she needed to create a full and accurate job description before searching for a candidate.

b. **Comprehensive Look and Approach to the Township Taxation Process**

- i. Discuss and determine the next steps regarding taxation, including a voters' referendum, implementation of a Volunteer Tax Relief Program, and review of the several county and township deadlines.
- ii. We have been in discussions with Keystone gathering knowledge about implementing an EIT (Earned Income Tax) initiative in East Marlborough Township.
- iii. Township Manager Neil Lovekin created a FAQ handout on the EIT which has been reviewed by Keystone. The Board reiterated that no decision has been made, and a final decision will be expected no later than the October 2025 board meeting.
- iv. Chair Sosangelis announced that there will be a work session on April 23rd at 6pm. with a Keystone Representative in attendance. This meeting will be open to the public.
- v. Chris Char asked why we need a Keystone Representative.
- vi. Robert Reilly asked based on current numbers for 2025 the Fire Commission is expected to ask EMT for 1.65 million next year. Would the adoption of an EIT cover that amount and which fund would it go into? Neil explained that the funds would probably be deposited directly into the General Fund and used to pay Fire expenses.
- vii. Laura Beeson asked if she could remote into this session. Neil said he needs 24 hours to set up the remote log in.

c. **Volunteer Service Real Property Tax Credit – Draft Ordinance**

Discussion and determination will be needed for the Board of Supervisors to agree on the language for the Township Solicitor to prepare for the public hearing and possible adoption that would provide incentives for municipal volunteers of fire companies and nonprofit emergency medical services agencies.

- i. Supervisor Chance detailed this subject. Basically, this initiative is to define, authorize and implement a program that would provide a tax rebate for certified volunteers for the Fire and EMS programs. There are currently about 15 volunteers in EMT.
- ii. Rob Reilly questioned, many of the volunteers are younger and currently still live with family members. Could the rebate be transferable to their family members? No
- iii. Cuyler added that the State put together the program and we are within their guidelines. Kennett and Pocopson townships have already adopted this program.
- iv. Chair Sosangelis made a motion to draft this ordinance, Supervisor Chance seconded, carried 3/0.

8. ZONING HEARING BOARD APPLICATIONS

- a. 420 W. Street Road (Upland Country Day School) – Variances to Erect a Pole Barn
 - i. Discuss whether to take a position on the Application to erect a 40' x 20' pole barn for its Buildings and Grounds department. The hearing date is tentatively scheduled for Wednesday, April 16, 2025.
 - ii. Solicitor Jennings suggested the Board take no position on this application.
- b. 101 Glenelg Farm Drive (Gregori residence) – Variances to Install an In-Ground Pool
 - i. Discuss whether to take a position on the Application that seeks variances to disturb riparian buffers to construct an inground pool in the rear yard. The hearing date is tentatively scheduled for Wednesday, April 16, 2025.
 - ii. Solicitor Jennings suggested the Board take no position on this application.

9. TOWNSHIP ADVISORY COMMITTEES' UPDATES – No Meetings in February

- a. Community Development (Ellen/John S.)
- b. Health & Safety (Jim/John A.)
- c. Organizational Sustainability (Ellen/Jake)

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

Shelly Mincer asked if there is a local office where people can pay their Berkheimer taxes. Neil will follow up on this action.

11. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Public Works – Jeff Simpson
 - The 2005 Sterling dump truck hydraulic valve failed and waiting for new valve to come in.
 - The warning flasher signal on rt. 1 northbound was converted to solar power; however, it hasn't worked more than 3 days straight due to a relay failing first followed by the actual solar panel failing. We are waiting for a replacement.
 - Still waiting for the PennDOT Municipal Services representative to get Northridge, Longwood Preserve, and Unionville Walk streets added to the Liquid Fuels inventory.
 - 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. Approved the quote to replace it with a video detector, \$5,080.00.

- Had several snow and ice events again this month with a total salt usage of 844 tons this winter to date.
- Post Office heater repaired.
- Seeking approval for several pieces of equipment as recommended by the Cap. Imp. Plan.

b. EMTPD – Chief Clarke

Total number of incidents reported in Jan 2025, 191. Total handled by EMPD, 58. Busiest day Sunday

c. Township Administration – Neil Lovekin

Busy working on the EIT handout and responding to residents on their tax questions and concerns.

12. APPROVAL OF MEETING MINUTES

Vice Chair Sarro motioned to approve the minutes from the February 2025 meeting. Supervisor Chance seconded, carried 3/0.

13. ADJOURNMENT

*Respectfully submitted,
Mickey Bailey, Recording Secretary*