

May14, 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

Supervisor Peuquet

Township Staff & Consultants:

Ryan Jennings, Township Solicitor

Neil Lovekin, Township Manager

Mickey Bailey, Recording Secretary

Jeff Simpson, Public Works Director (absent)

Robert Clarke, Police Chief

Peter Barsz, Treasurer

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE (Participation is Voluntary)

3. ANNOUNCEMENTS

Chair Sosangelis read the following announcements.

a. An executive session was held before tonight's meeting to discuss personnel and legal matters.

b. Supervisors Chance and Sosangelis attended the PSATS Conference, May 5-6, 2025. Supervisor Chance said the conference was very informative. The Hot Topic was Fire and EMS.

i. Chair Sosangelis specifically attended the following:

- Roundtable for Townships Between 5,000 and 10,000 population
- Supervisors have Rights, Too!
- Enhancing Public Outreach: Website & Communication
- Low-Cost Strategies for Public Engagement
- General Session: Local Government Forum; Business Meeting
- Municipal Legal Updates
- Adapting to the Digital Era: Transforming Local Government
- Website Essentials: Creating User-friendly & Secure Sites

ii. Supervisor Chance attended the following:

- Fire and EMS Issues in Your Township

- Municipal Leadership in Sustaining the Fire Service
- Effective Relationships with Volunteer Fire Companies
- EMS in Crisis: What Municipal Leaders Need to Know
- Trends & Issues with Municipal Fire & EMS Service
- Township Financial Management

- b. The Board of Supervisors' next monthly meeting will be held on Wednesday, June 11, 2025.
- c. John Denver Tribute Fundraiser Concert scheduled for June 6, 2025, at the UCF High School Auditorium.
- e. Chester County Balloon Festival is scheduled for June 13 – 15, 2025

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 totals for the end of March.
- b. Chair Sosangelis moved to approve the financial reports and pay the monthly bills. Vice Chair Sarro seconded; carried 5/0.

5. 802 East Baltimore Pike, LLC (Wright Partners) – Escrow Release No. 1

Discussion and possible authorization to release the recommended amount of \$528,473.94, as recommended in the Township Engineer's review letter, dated April 8, 2025.

- a. Lisa Donlon of VanDemark & Lynch addressed this item explaining that they had received a request from the developer to release \$544,898.85 from escrow, however after reviewing the work completed, they recommend release of \$528,473.94. They cited incomplete seeding and mulching and were unable to locate the concrete washout on the site.
- b. Chair Sosangelis motioned to approve the escrow release in the amount of \$528,473.94 as recommended by VanDemark & Lynch. Supervisor Peuquet seconded, carried 5/0.

**6. PUBLIC HEARING: CONSIDERATION OF ORDINANCE ADOPTION
VOLUNTEER SERVICE REAL PROPERTY TAX CREDIT**

The proposed ordinance adoption was advertised in the April 25, 2025, edition of the *Daily Local News* as required and posted on the Township website. The Ordinance was also available for public inspection at the Township Building and on the website. If the ordinance is enacted, it will incentivize municipal volunteers of fire companies and nonprofit emergency medical services agencies to receive up to a 50% refund on their local property tax bill.

- a. Solicitor Jennings opened this hearing explaining that no vote was required on this agenda item. With the critical shortages of volunteers in the Fire and EMS services this action could reduce real estate taxes for volunteers and encourage new volunteers while expressing gratitude to our current volunteers.
- b. Joe Misiewicz asked if the township knew exactly what the cost would be to enact this Ordinance. Supervisor Chance explained that currently we believe there are 14 volunteers. Seven are renters, leaving 7 that would be eligible for this tax savings. Mr. Misiewicz continued saying we need a real cost-benefit analysis to decide if this initiative would really benefit the township.

7. ORDINANCE NO. 02-2025: TO REGULATE THE MAINTENANCE AND REMOVAL OF Enact a Real Property Tax Credit against an Active Volunteer's Real Property Tax Liability as a financial incentive to increase volunteerism.

Discussion and possible adoption of the Ordinance, as advertised and made available for public inspection.

- a. Chair Sosangelis motioned to approve Ordinance 02-2025. Supervisor Elks seconded, carried 5/0.

8. NEW BUSINESS

Chair Sosangelis addressed this agenda item explaining that the Director of Public Works, Jeff Simpson, was not available to answer questions.

- a. BID Awards for 2025 Township Roads Maintenance Program
Discussion and possible award of the 2025 Summer Roads Maintenance Bids, as recommended by the Municipal Cooperative of Southern Chester County on May 7, 2025, and May 12, 2025, and as budgeted in the 2025 Adopted Liquid Fuels and Capital Improvement Funds.

i.	FUELS:	Dixieland Energy Rising Sun, MD 21911	\$44,561.00*	*Only 1 Bidder
i.	PAVING IN PLACE:	Long's Asphalt Inc. Quarryville, PA 17566	\$214,016.00*	*Only 1 Bidder
ii.	OIL & CHIP:	Asphalt Industries, Inc. Chester, PA 19013	\$92,160.00*	*Only 1 Bidder

- iii. **FB Paving:** **Asphalt Maintenance Solutions** **\$265,877.60* *Only 1 Bidder**
Center Valley, PA 18034

Chair Sosangelis moved to accept the bids recommended by the Municipal Cooperative of Southern Chester County and outlined by Jeff Simpson. Supervisor Elks seconded, carried 5/0.

- b. Acceptance of Marcy Gaynor Fenza's Resignation from the Historic Architectural Review Board, Term Expiration of January 1, 2026.

Discussion and acceptance of the resignation of Marcy Gaynor Fenza, Realtor, from the H.A.R.B. Township Manager to advertise the vacancy in the local news publication, *The Daily Local*, and on the Township's website.

Supervisor Peuquet moved to accept Ms. Fenza's resignation, Supervisor Chance seconded, carried 5/0.

- c. Approval of the Historic Architectural Review Board Documents as Township Records
Discussion and possible approval of a map, titled "Unionville Village HARB District," created by the Chester County Planning Commission, dated 2024, and a parcel inventory of historic resources in the Unionville Village Historic District dated February 28, 2024.

i. Lew Kinter spoke on behalf of the HARB. He explained that while he was chair of the HARB a list of historical properties was prepared. There had never been a list before just a map making it difficult to resolve inconsistencies around the border of the historical district.

ii. Supervisor Elks recommended that this document be reviewed by the Planning Commission prior to the board's approval. After a brief discussion the board decided to table their decision and asked that the document be placed on the Planning Commission's agenda.

- d. Temporary Outdoor Activity Permit Application for *NXT Sports Tournament*
Discussion and possible approval of a temporary outdoor activity permit for June 14-15, 2025, to be held at Unionville-Chadds Ford ballfields.

i. Chief Clark was on hand to explain that this event is a Lacrosse Tournament. Insurance is complete and the event is ready to go.

ii. Vice Chair Sarro motioned to approve the *NXT Sports Tournament* event. Supervisor Elks seconded, carried 5/0.

- e. Temporary Outdoor Activity Permit Application for *Apex Grind Lacrosse Tournament*

Discussion and possible approval of a temporary outdoor activity permit for the event to be held July 11-13, 2025, at Unionville-Chadds Ford ballfields.

i. Supervisor Peuquet motioned to approve the *Apex Grind Lacrosse Tournament*. Supervisor Chance seconded the motion. Carried 5/0.

9. CONTINUING BUSINESS

a. Kennett Fire & Emergency Services Regional Commission – Monthly Update
Discussion and update of the regional commission activities.

i. Chair Sosangelis mentioned that she'd received an email from A.J. McCarthy of Longwood Fire who requested a meeting with the Board of Supervisors.

ii. Cuyler Walker said he'd attended the Fire and EMS meeting the night before and they had approved the insurance expense. There was a discussion on how best to disseminate information to the townships. Supervisors Chance, Elks and Peuquet are helping to make progress. They are recommending an administrator who can get arms around the entire project, and they agree that residents need more information on the Fire and EMS processes. The belief is that this process will culminate in the hiring of an administrator.

iii. Marie DiConstanza commented that we've been asking for financial detail for a long time now. She'd like to know how the Commission came up with the financial number they requested if they didn't have the detail behind their request.

iv. Cuyler responded that they are still working on it.

v. Nancy Gifford asked if the administrator is part-time or full-time. The answer is that they currently believe that the position will continue to be part-time, approximately 20 hours per month.

vi. Joe Misiewicz commented that we've been waiting for budget data since November, so any progress is appreciated.

b. Comprehensive Look and Approach to the Township Taxation Process
Discussion and update of the township taxation activities.

i. Township Manager, Neil Lovekin stated that we are looking at any and all options moving forward. One possible suggested option would be a Flat Rate Business Privilege tax. In this scenario businesses would be taxed a percentage of gross receipts.

- ii. Shelly Mincer asked if the board's opinion (on EIT) had changed since the April 23rd meeting. Chair Sosangelis responded that no decision has been made, however, one must be made by September. The supervisors agreed that they needed to schedule another work session to continue the discussion.
- iii. Chris Char asked if we could look at a referendum and also if we can consider companies other than Keystone.
- iv. Nancy Gifford asked if we had considered an option that excluded Seniors from paying EIT. She also wanted to know what the revenue from an EIT would be used for.

10. **ZONING HEARING BOARD APPLICATIONS**

- a. Wawa, Inc. 806 East Baltimore Pike – Variances for Signage
Discuss whether to take a position on the Application that seeks variances to construct commercial signage in connection with the Wawa convenience store, including a freestanding pole sign along Baltimore Pike frontage, which would also advertise the price of regular and diesel gasoline. The hearing is scheduled for Wednesday, May 28, 2025.
 - i. Solicitor Jennings responded that this application is scheduled for the ZHB two weeks from now. The request primarily deals with a signage request whose size and height is in excess of what our ordinance currently allows. He continued that there is talk of consolidating all the parcels into one lot.
 - ii. Vice Chair Sarro suggests that the sign not be any bigger or higher than the WAWA a few blocks down the road.
 - iii. Chair Sosangelis suggested that we keep to the ordinance.
 - iv. Supervisor Peuquet said we should not prejudge what the Zoning Hearing Board may do.
 - v. Solicitor Jennings asked the board how they wanted to represent themselves to the ZHB on this issue.
 - vi. Shelly Mincer wanted to let everyone know that the ZHB takes everything before them very seriously.
 - vii. Solicitor Jennings asked for a motion for himself and Neil Lovekin to draft a letter from the board stating their opinions for the ZHB's consideration.

- viii. Chair Sosangelis motioned to allow Solicitor Jennings and Township Manager Neil Lovekin to draft a letter to the ZHB explaining the board's position and opinion on this signage matter.

11. TOWNSHIP ADVISORY COMMITTEES' UPDATES

- a. Community Development (Ellen/John) (no meeting)
- b. Health & Safety (Jim/Steve/Cuyler) (no meeting)
- c. Organizational Sustainability (Ellen/Jake) (no meeting)

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

None

13. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Public Works – Jeff Simpson not available. No input
- b. Chief Clark – during the month of April there were 197 911 calls, EMT handled 75. Busiest day Friday. Sgt Urbany was approved by Training Commission as certified in defensive tactics / De-escalation instructor.

15. APPROVAL OF MEETING MINUTES

Supervisor Chance motioned to approve the April 2025 minutes. Supervisor Peuquet seconded. Supervisor Elks abstained. Carried 4/0.

16. ADJOURNMENT

*Respectfully submitted,
Mickey Bailey, Recording Secretary*