

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

**1. CALL TO ORDER**

Present:

Chair Monahan  
Vice-Chair Sosangelis (absent)  
Supervisor Sarro  
Supervisor Elks (remote)  
Supervisor Matuszak (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

**2. PLEDGE OF ALLEGIANCE (Participation is Voluntary)**

Chairman Monahan opened the meeting by leading the Pledge of Allegiance.

**3. ANNOUNCEMENTS**

- a. Chair Monahan announced that prior to tonight's meeting there was a Conditional Use Hearing scheduled for 6pm to discuss 917 E. Baltimore Pike, known as the Longwood Funeral Home, who wishes to construct an 840 sq ft crematorium on an adjacent parcel. This discussion was tabled and rescheduled for the June 3<sup>rd</sup> board meeting.
- b. An executive session was held prior to tonight's meeting to discuss personnel matters.

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

- a. Township Treasurer, Peter Barsz, BGAF, summarized his financial report by saying that township finances continue to be strong.
- b. Supervisor Sarro motioned to approve the treasurer's report and approve the monthly bills. Supervisor Elks seconded the motion. Motion approved 3/0.5.

**5. DEDICATION OF UNIONVILLE WALK – TOLL MID-ATLANTIC LP COMPANY, INC.**

- a. Discussion and possible acceptance of subsequent dedication documents, and approval of final escrow release no. 7 in the amount of \$398,365.95 of original Maintenance Bond No. 2280200M.
  - i. The Maintenance Agreement
  - ii. Deed of Dedication for Lily Lane and Lyndsey Lane
  - iii. Deed of Dedication for additional right-of-way of Unionville Road
  - iv. Grant of Sanitary Sewer Easement and Dedication of Pump Station

- b. Solicitor Jennings asked for a motion to amend the agenda to correct the final escrow release figure from \$398,365.95 to \$362,710.45.
- c. Supervisor Sarro made the motion to amend the agenda, Chair Monahan seconded, carried 3/0.
- d. Residents James Lee and Tridib Borkakoty mentioned that several homeowners from Walnut Walk have had issues with Toll Brothers not taking responsibility for things that weren't done correctly.
- e. Township Manager, Neil Lovekin responded that he would look into these issues to see what can be done from a township perspective. Township Solicitor Jennings concurred that the township would try to protect residents during their site visit.
- f. Supervisor Sarro motioned to approve the dedication of Unionville Walk, Supervisor Elks seconded, carried 3/0.

**6. RESOLUTION NO. 2024-23: ADOPTION AND SUBMISSION TO DEPARTMENT OF ENVIRONMENTAL PROTECTION A REVISION TO THE "OFFICIAL SEWAGE FACILITIES PLAN" FOR MONTCHANIN BUILDERS, LLC**

- a. Discussion and possible adoption of Resolution No. 2024-23, to adopt the resolution for plan revision for new land development as regulated by the Pennsylvania Department of Environmental Protection through the *Pennsylvania Sewage Facilities Act*.
- b. Township Manager, Neil Lovekin briefed this resolution explaining that the Health Department and Planning Commission have reviewed this resolution.
- c. Supervisor Sarro moved to approve Resolution 2024-23, Supervisor Elks seconded, carried 3/0.

**7. RESOLUTION NO. 2024-24: APPOINTMENT OF JOHN W. HODGES TO THE HISTORICAL ARCHITECTURAL REVIEW BOARD**

- a. Discussion and possible adoption of Resolution No. 2024-24, to appoint John W. Hodges to the Historical Architectural Review Board, to fill the unexpired term of Lew Kinter with a term expiration of January 1, 2025.
- b. Township Manager, Neil Lovekin, addressed this resolution explaining that with the resignation of Lew Kinter the vacancy was advertised. One applicant, John Hodges, was selected to fill the unexpired term. John has lived in Unionville Village for 47 years and is an excellent candidate to fill this position.
- c. Supervisor Elks moved to accept John Hodges to fill the unexpired term on the Historical Review Board, Supervisor Sarro seconded, carried 3/0.

**8. RESOLUTION NO. 2024-25: LICENSE AGREEMENT – SECOND AMENDMENT FOR CROWN CASTLE CELLULAR**

- a. Discussion and possible adoption of Resolution No. 2024-25, to authorize the execution of a second amendment to extend the license agreement for six additional renewal terms of 5-yrs. each for a possible total term to October 31, 2061.

- b. Township Manager, Neil Lovekin explained that this resolution affects the cell towers located at 858 E. Baltimore Pike.
- c. Supervisor Sarro motioned to approve Resolution 2024-25. Supervisor Elks seconded, carried 3/0.

## **9. CONTINUING BUSINESS**

- a. Longwood Preserve, Phase 2 – Escrow Release No. 18
  - i. Discussion and possible authorization to release \$12,023.00, as recommended in the Township Engineer’s review letter, dated May 2, 2024.
  - ii. Township Manager, Neil Lovekin, introduced Lisa Donlon from VanDemark & Lynch, township engineers. Lisa briefed that VanDemark had reviewed the escrow release request in the amount of \$17,134.70 and recommended a release of \$12,023.00. Their recommendation differs from the requested amount because there are issues with 14 dead or leaning trees/shrubs.
  - iii. Supervisor Sarro made a motion to approve Escrow Release No. 18 in the amount of \$12,023.00. Supervisor Elks seconded, carried 3/0.
  - iv.

## **10. NEW BUSINESS**

### Temporary Outdoor Activity Permit Application for the *Unionville Chadds-Ford Mental Health Run*

- a. Discussion and possible approval of temporary outdoor activity permit for event to be held May 19, 2024, including temporary road closure of Unionville Road from Street Road to Doe Run Road (by the roundabout).
- b. Township Manager, Neil Lovekin briefed this application for James Smith, Assistant Vice Principal at CF Patton Middle School who was not present.
- c. An open discussion ensued with Chief Clark who explained that the requested road closures would conflict with the *Tough Mudder* event scheduled for the same day. Additionally, they would need 5 police officers which were not pre-coordinated.
- d. Supervisor Sarro motioned to approve the permit application conditional upon the applicant finding police officers to attend to the road closures and EMS availability and signage approval. Supervisor Elks seconded, carried 3/0.

### Temporary Outdoor Activity Permit Application for the *Tough Mudder*

Discussion and possible approval of temporary outdoor activity permit for event to be held May 18-19, 2024, including temporary road closure of Green Valley Road.

- a. Township Manager, Neil Lovekin introduced Julia Bryson, Tough Mudder Event Project Manager. She detailed that they expect 5000 people over the weekend. They have arranged shuttles from Green Valley Rd. Seven Police officers have been precoordinated for both days.
- b. Supervisor Sarro motioned to approve the permit, Supervisor Elks seconded, carried 3/0.

## **11. ZONING HEARING BOARD APPLICATION**

- b. 841 Oak Tree Road – Variance to Increase Impervious Coverage  
Discussion of whether to take a position on the Application that seeks a variance to construct a deck and patio. A hearing date has been scheduled for Thursday, May 9, 2024.
- c. 583 Unionville Road – Variances to Permit Expansion of an Automotive Repair & Service Business  
Discussion of whether to take a position on the Application that seeks variances to expand an auto repair and service center on an existing non-conforming commercial use on the property. A hearing date has been scheduled for Wednesday, May 22, 2024.
- d. 382 West Street Road – Variances to Construct a One-Story Educational Classroom Space  
Discussion of whether to take a position on the Application that seeks variances to construct a 11,835 sq. ft. classroom on the property owned by the University of Pennsylvania’s Veterinarian School. A hearing date has been scheduled for Wednesday, May 29, 2024.
- d. The Board decided no action was needed from the supervisors.

## **12. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS**

- a. Police Department
  - i. Chief Clarke summarized the month: Township had a total of 216 calls, 99 of which were handled by EMT. Tuesday was the busiest day. Approximately noon was the busiest time.
  - ii. New truck expected in June
- b. Public Works
  - i. Neil Lovekin, Township Manager gave an update for Jeff Simpson
  - ii. The 2023 Peterbilt truck is tentatively scheduled to go to the upfitter in late 2024
  - iii. Personnel opening still unfilled
  - iv. Water leak inside wall repaired
  - v. Joey Nash on track to become certified pesticide applicator
  - vi. Repaired garage door at post office

## **13. TOWNSHIP ADVISORY COMMITTEES’ UPDATES**

No updates

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

- a. Resident Natalie Zurawski who resides at Longwood Preserve came to the meeting to ask the Board and/or the building developer to fix the curb in front of her house because she cannot traverse it in her wheelchair.
- b. Longwood Preserve developer, Kevin Holohan, responded. He has discussed the curb problem with Township Engineer Neil Carlson. Kevin is concerned about altering the curb on a road that is not yet dedicated.

- c. Lisa Donlan, VanDemark and Lynch responded by saying that she would get an approved curb redesign to Kevin by COB Friday.
- d. Resident Nancy Gifford had a question about Longwood Preserve power feeds. She said they lose power frequently and once the new neighboring Montchanin development goes it they expect the situation to worsen.
- e. Shelly Mincer announced that the new Verizon antennas atop the water tower at Longwood Gardens are not yet active but may be by the end of summer.

**15. APPROVAL OF MEETING MINUTES**

Supervisor Sarro made the motion to approve the minutes from the April 2024 meeting. Supervisor Elks seconded. Carried 3/0.

**16. ADJOURNMENT**

*Respectfully submitted,  
Mickey Bailey, Recording Secretary*