

November 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
Supervisor Peuquet

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

Chair Sosangelis read the following announcements:

- a. An executive session was held prior to tonight's regular meeting to discuss a personnel matter.
- b. An executive session was held before the October 8, 2025, regular meeting to discuss personnel matters.
- c. Operation Green Light, November 9–15, by displaying a green light at home. Free light bulbs are available at the Veterans Affairs Office, Government Services Center, 601 Westtown Rd., West Chester.
- d. The Board of Supervisors' next monthly meeting will be held on Wednesday, December 10, 2025.

4. TREASURER REPORT & CONSIDERATION FOR PAYMENT OF MONTHLY BILLS

Discussion and possible approval of the monthly expenditures.

- a. Treasurer Peter Barsz read the totals of each of the 11 funds the Township operates. There were no questions or concerns from the Board or the audience.
- b. Chair Sosangelis moved to approve the financial reports and pay the monthly bills. Supervisor Peuquet seconded. Approved 5/0.

5. 802 EAST BALTIMORE PIKE, LLC (WRIGHT PARTNERS) – ESCROW RELEASE NO. 2

Discussion and possible approval to release \$511,731.08, as recommended in the Township Engineer's review letter, dated October 28, 2025.

- a. Lisa Donlan from VanDemark and Lynch explained that they had received an escrow release request from the developer in the amount of \$529,331.09. After reviewing the work completed they recommended release of \$511,731.08. She addressed a small list of items not yet completed by the developer and added that the contractor is approximately 77% completed.
- b. Chair Sosangelis moved to release the funds as recommended by VanDemark and Lynch. Vice Chair Sarro seconded, carried 5/0.

6. CHESHIRE LAND CONSERVANCY, LLC – MINOR SUBDIVISION AMENDMENT

Discussion and possible approval to allow recording of a modified plan set of a previously approved (2023) minor subdivision spanning the East and West Marlborough Township boundaries.

- a. This parcel includes approximately 192 acres, most of which are located in West Marlborough Township. Bill Wily, one of the Supervisors from West Marlborough was on hand to explain that this project has already been approved but because of some small changes they were seeking new approvals.
- b. There are no structures located or planned for the portion on East Marlborough property and one home to be built on the 93 acres in West Marlborough.
- c. Brandywine Conservancy has an easement through the property which helps restrict the number of homes that can be built, and they have approved the subdivision.
- d. Township Manager Neil Lovekin was asked if he knew of any concerns. He has none.
- e. Lisa Donlon of VanDemark and Lynch added that there were no substantial changes to the East Marlborough portion.
- f. As Director of the Planning Commission Cuyler Walker was asked if he saw any issues. None
- g. Chair Sosangelis moved to approve the plans as amended, Vice Chair Sarro seconded, approved 5/0.

7. 101 EAST STREET RD (LANDHOPE FARMS) – GREY BARN ESCROW RECOMMENDATION

Discussion and possible approval to accept the recommended financial security amount of \$261,615.29, in the Township Engineer's review letter, dated November 5, 2025.

- a. Chair Sosangelis turned the discussion over to Lisa Donlon who then turned to Jim Fritsch of Regester Associates. VanDemark and Lynch recommended an escrow amount of \$261,615.29. Jim reported that the total amount has been received.

8. RESOLUTION 2025-29: AGRICULTURAL SECURITY AREA ADDITION

Discussion and possible adoption of Resolution NO. 2025-29, approving a 156.9-acre parcel at 101 East Street Road, owned by Landhope Investors LP (UPI 61-5-43), for inclusion in the Township's Agricultural Security Area.

- a. Township Solicitor Ryan Jennings stated that he's done some research and the parcel 61-43 does not currently fall within the Agricultural Security Area (ASA). This Resolution is to acknowledge and include the parcel to be in the ASA.
- b. Chair Sosangelis moved to adopt Resolution 2025-29. Supervisor Chance seconded, carried 5/0.

9. RESOLUTION 2025-30: FUND TRANSFER FROM CAPITAL IMPROVEMENT FUND

Discussion and possible adoption of Resolution NO. 2025-30, approving the appropriation of funds from the Capital Improvement Fund to cover the emergency repairs to the Police Department's modular office in the amount of \$9,705.18.

- a. Supervisor Peuquet advised that once the trailer is repaired it would be prudent to have a discussion on the future of the trailer.
- b. Chair Sosangelis moved to adopt Resolution 2025-30. Supervisor Elks seconded, carried 5/0.

10. PROPOSED PRELIMINARY 2026 BUDGET

Discussion and possible approval of the Preliminary 2026 Budget, and authorization to advertise the Preliminary 2026 Budget, prior to possible adoption at the December 10, 2025, meeting.

- a. Township Manager Neil Lovekin gave a PowerPoint presentation highlighting the major expenses that we know of today for 2026.
- b. Supervisor Elks moved to approve the Preliminary 2026 budget for advertising to the public. Supervisor Peuquet seconded, carried 5/0.

11. NEW BUSINESS

- a. Approval of the 2026 Salt Bid Award
Discussion and possible authorization to award the 2026 *Salt Bid* to Eastern Salt Company, Inc. of Lowell, MA, for 500 tons of rock salt, in the amount of \$41,250 (\$82.50/ton) as duly solicited and recommended by the Municipal Cooperative of Southern Chester County.
 - i. Jeff Simpson, Director of Public Works briefed that Eastern Salt was the lowest bidder. Their bid is 15% above last year but is still cheaper than other bidders.
 - ii. Vice Chair Sarro moved to approve and accept the Eastern Salt bid. Supervisor Elks seconded, carried 5/0.
- b. Township Support - Rain Garden Educational Signage - Grant Application Assistance
Discussion and possible authorization for the Township Manager to execute necessary documents to support the Brandywine Conservancy's grant application for educational signage at the township's rain garden at the municipal complex. Township support includes in-kind services of installing and ongoing maintenance of the signage.

- i. Julia Steiner from Brandywine Conservancy did a quick explanation of what a Rain Garden is. The signage requested would be positioned near the native plants identifying and giving information on the species.
- ii. Supervisor Peuquet moved to approve the Conservancy's request for signage. Chair Sosangelis seconded, carried 5/0.

c. Selection to Award Professional Audit Services

Discussion and possible authorization for the Township Manager to award professional audit services to a firm for the fiscal calendar years of 2025, 2026, and 2027.

- i. Township manager Neil Lovekin explained that of the bids received CLA was the lowest bidder. Barbacane Thornton & Company and Maillie were the closest in their fee structures. After some discussion about services and rates the board decided that Maillie was the best choice.
- ii. Chair Sosangelis moved to authorize Township manager Neil Lovekin to extend an offer to Maillie to do our 2025 audit with options to renew for 2026 and 2027. Supervisor Peuquet seconded, carried 5/0

12. CONTINUING BUSINESS

a. Kennett Fire & Emergency Services Regional Commission – Monthly Update

Discussion and update of the regional commission's financial activities.

- i. Cuyler Walker briefed that the Commission is moving through the budget process. Allison Dobbins has been named as the new Administrator and she officially starts in January.
- ii. Joe DiConstanza asked if the Commission has established a formula for costs moving forward.

b. Certificate of Appropriateness for 1706 West Doe Run Road – 3 Meadows, LLC

Discuss whether to accept the Historic Architectural Review Board's recommendation for issuing a certificate, as recommended in its recommendation letter, dated September 9, 2025.

- i. Township manager Neil Lovekin stated that this discussion was tabled last month. Jordan Silberman, the applicant, was on hand to answer questions. Based on the recommendation of the Unionville HARB the Certificate of Appropriateness was approved.
- ii. Supervisor Elks moved to accept the Boards recommendation for the Certificate of Appropriateness for 1706 W. Unionville Rd., Supervisor Chance seconded, carried 5/0.

13. ZONING HEARING BOARD APPLICATIONS

- a. 370 Valley Road – Whitewing Farm (Shortt Residence), Special Exception for an Accessory Dwelling Unit

Discuss whether to take a position on the application that seeks a special exception to construct an accessory dwelling consisting of 3 bedrooms. The hearing date has been scheduled for Monday, December 22, 2025.

- i. Discussion tabled at the request of the applicant.

14. TOWNSHIP ADVISORY COMMITTEES' UPDATES

- a. All committees stated that their meeting's discussions centered on the budget.

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

- a. none

16. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Jeff Simpson for Public Works

- The rented road bank mower was extended through the end of October. We will be looking at other brands for purchase in 2026.
- Repaired inlets on Partridge Way and Schoolhouse Road.
- Installed shoulders on Schoolhouse Road between Rt. 926 & Longwood Rd.
- The line painting contractor has not been responsive to finishing our roads. I hired another contractor to paint the lines on Schoolhouse Road because it hasn't been painted since it was repaved 9/29/2025.
- Got a boom mower from Pocopson Township and started mowing with it; however, the transmission went out of our tractor. The estimated repairs are \$5,000.00 and should be completed soon.
- Brandywine Conservancy installed a rain garden behind the solar panels to collect runoff from it and the parking lot. We entered into a maintenance contract with the landscaper for the first year so that the plants can get established and keep the weeds under control.
- Traffic, Planning, and Design engineers are working on timing changes at the Rt. 82 and Rt. 1 traffic signals to improve conditions with the higher volume of traffic.

- b. Police Department – Chief Clarke

- i. There were a total of 245 calls during the month of October, 125 handled by East Marlborough.

- c. Administration : Neil Lovekin

- i. Most of the month of October was focused on the budget.

17. APPROVAL OF MEETING MINUTES

Chair Sosangelis moved to approve the October meeting minutes, Supervisor Peuquet seconded, carried 5/0.

18. ADJOURNMENT

9:19pm

*Respectfully submitted,
Mickey Bailey, Recording Secretary*