

September 10, 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 (absent)

1. **CALL TO ORDER**

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

3. **ANNOUNCEMENTS**

Chair Sosangelis read the following announcements:

- b. Executive session was held prior to tonight's regular meeting to discuss personnel matters.
- c. The Board of Supervisors' next monthly meeting will be held on Wednesday, October 8, 2025.

4. **TREASURER REPORT & CONSIDERATION FOR PAYMENT OF MONTHLY BILLS**

Discussion and possible approval of the monthly expenditures.

- a. In Peter's absence Neil Lovekin gave the Treasurer's report including a note that the interest rates continue to decline slightly.
- b. Chair Sosangelis moved to approve the financial reports and pay the monthly bills. Vice Chair Sarro seconded. Approved 5/0.

5. **DECISION & ORDER: CONDITIONAL USE AMENDMENT OF GERALD B. AUMAN, JR., VMD, KENNETH H. BARNSLEY, VMD, AND KENNETT SQUARE VETERINARY HOSPITAL, LOCATED AT 619 NORTH MILL ROAD, KENNETT SQUARE, PA 19348.**

The Board of Supervisors shall make its decision.

- a. This item was briefed by Township Solicitor Jennings who explained that the Decision and Order remained open pending an amendment to the application. There has been no additional testimony. The hearing was closed as of last month's board meeting.

- b. Solicitor Jennings continued that he'd prepared a draft opinion which he read to the board for their vote and approval. The conditions requiring approval included the hiring of a third and perhaps a 4th veterinarian, additional parking and an adjustment of work hours. He also explained that additional permits will be required.
- c. Vice Chair Sarro stated that he was not available for the Conditional Use meeting so he would abstain from voting.
- d. Chair Sosangelis made the motion to approve the Decision and Order for the Conditional Use Amendment. Supervisor Peuquet seconded. Approved 4/0. The supervisors then signed and distributed the documents.

6. MONTCHANIN BUILDERS, THE ENCLAVE AT LONGWOOD PRESERVE – ESCROW RELEASE NO. 2

Discussion and possible authorization to release \$72,479, as recommended in the Township Engineer's review letter, dated September 3, 2025.

- a. Lisa Donlan from VanDemark and Lynch informed the Board that the contractor for the Enclave at Longwood Preserve had requested an escrow release of \$72,479.00 for the completion of erosion and sediment control and other site work. She further explained that the project is approximately 10% complete.
- b. Chair Sosangelis motioned to approve the escrow release in the amount of \$72,479.00 as recommended by VanDemark and Lynch. Supervisor Sarro seconded, carried 5/0.

7. UPLAND COUNTRY DAY SCHOOL – POLE BARN STRUCTURE REQUEST FOR WAIVERS

The school requests a waiver from the requirements of the stormwater management ordinance to allow installation of the proposed 2,000 square foot pole barn, on the basis that adequate stormwater management is provided by existing systems. In addition, the school requests a waiver from the land development and subdivision ordinance.

- a. Upland's legal counsel, Charles Gerbron spoke on behalf of the Upland Country Day School. He then introduced Bryan Witte and Ross Bickhart from Gilmore and Associates who answered questions about placement of the Pole Barn and drainage concerns.
- b. Cuyler Walked stated that it is not critical that the Request for Waiver be returned to the Planning Commission for review.
- c. Lisa Donlan stated that VanDemark and Lynch take no objection.
- d. Vice Chair Sarro motioned to approve the Pole Barn Waiver. Supervisor Elks seconded. Carried 5/0.

8. V2 PARTNERS, LP OF 317 WEST STREET ROAD – REQUEST FOR WAIVERS

The proposed improvements include the removal of portions of the existing driveway, the construction of an addition to the existing residence, driveway improvements, and associated

grading and stormwater management improvements. The Applicant proposes a net increase of 990 square feet in impervious cover and 2,685 square feet of earth disturbance.

- a. Charles Gerbron, of MacElree Harvey Ltd., addressed this Waiver/Modification for 317 W. Street Rd on behalf of V2 Partners.
- b. Brian Madsen, Shock Group, gave a rundown on the stormwater plan.
- c. This project has been to the Planning Commission and received positive determination.
- d. Lisa Donlon, VanDemark and Lynch has reviewed the waivers and stated that they are necessary for compliance with the township ordinances.
- e. Supervisor Chance moved to approve the request for waivers. Vice Chair Sarro seconded, carried 5/0.

9. RESOLUTION 2025-25: VISION PARTNERSHIP PROGRAM GRANT APPLICATION

Discussion and possible adoption of Resolution NO. 2025-25 authorizing the submission of an application to the Chester County Vision Partnership Program for a possible grant award to draft a Village Master Plan for Unionville Village.

- a. East Marlborough Township will be acting as the grant applicant for the Vision Partnership. The Board of Supervisors commits to the following:
 - To act as the lead, for purposes of administering the Chester County Vision Partnership grant.
 - Will budget for FY2026 a total of \$56,000 for the entire project. The Township understands that the County grant funds are available on a reimbursement basis, upon completion of the project.
 - Will submit required paperwork to the County for reimbursement and pay invoices as submitted by the planning firm.
 - Approves the filing of an application for funding through Chester County Vision Partnership Program.
 - Authorizes and directs the Township Manager to execute and file the appropriate forms with the Chester County Planning Commission.
- b. Joe Misiewicz pointed out that he is fully supportive of this project but would like to understand what the output would be and advised that we need an actionable plan.
- c. Supervisor Elks responded that things will get more granular as we get towards a real plan.
- d. Susan Elks added that plan details, organization and a potential timeline may be available within one year.
- e. Chair Sosangelis moved to adopt Resolution 2025-25, Supervisor Chance seconded, carried 5/0.

10. RESOLUTION 2025-26: MUNICIPAL RECORDS MANUAL ADOPTION

Discussion and possible adoption of Resolution NO. 2025-26 to declare the Township's intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual, adopted on December 16, 2008, by the Pennsylvania Historical and Museum Commission, Bureau of Archives and History.

- a. Township Manager, Neil Lovekin advised that Resolution 2025-26 declares that we follow the Municipal Records Manual rules and guidelines created by the Local Government Records Committee Act 428 of 1968.
- b. Chair Sosangelis motioned to adopt Resolution 2025-26, Supervisor Peuquet seconded, carried 5/0.

11. RESOLUTION 2025-27: DESTRUCTION OF TOWNSHIP RECORDS

Discussion and possible adoption of Resolution NO. 2025-27 approving the destruction of specified records as per the Pennsylvania Historical Museum and Commission Manual, last amended March 28, 2019.

- a. Chair Sosangelis moved to adopt Resolution 2025-27 which states that we intend to follow the schedules and procedures of the Municipal Records Manual. Supervisor Peuquet seconded, carried 5/0.

12. NEW BUSINESS

- a. Temporary Outdoor Activity Permit Application for *Regional Fire Companies' Joint Fundraiser*
 - i. Discussion and possible approval of a temporary outdoor activity permit for an event to be held on October 19, 2025, at the Po Mar Lin Fire Company, located at 36 Firehouse Drive, Unionville, PA 19375. Discussion and possible authorization to provide township police coverage, at no cost to the fire companies, for the beer garden.
 - ii. Supervisor Chance motioned to approve this Fire Commission Fund Raiser, Supervisor Peuquet seconded, carried 5/0.
- b. Sale of 2013 JCB Backhoe from Township Fleet to London Britain Township
 - i. Discussion and possible authorization to sell the backhoe to London Britain Township, Chester County, PA, in the amount of \$23,500.
 - ii. Supervisor Peuquet motioned to approve the sale of the backhoe to London Briton Township, Supervisor Sarro seconded, carried 5/0.
- c. Request for Proposals for Professional Audit Services

- i. Discussion and possible authorization for the Township Manager to advertise the RFP for Professional Audit Services to cover the fiscal calendar years of 2025, 2026, and 2027.
- ii. Supervisor Sarro moved to approve the advertisement for the RFP for Audit services. Supervisor Chance seconded, carried 5/0.

d. 2026 Minimum Municipal Obligations (MMO) for Adopted Pension Plans

- i. Act 205 of 1984, as amended, requires the Chief Administrative Officer to inform the Board of Supervisors of the Township's expected financial obligations for the coming calendar/fiscal year for the Non-Uniformed Pension Plan and the Uniformed Pension Plan.
- ii. Township Manager, Neil Lovekin told the Board that the memo was in their packets
- iii. No Vote required.

13. CONTINUING BUSINESS

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

- i. Supervisor Chance reported that Allison Dobbins (acting Administrator for Commission) presented the 2026 Fire and EMS budget. Two notable items: They want to hire a full-time mechanic and they have added a 4% salary increase.
- ii. Robert Reilly asked the status of the 2024 audit.
- iii. Cuyler Walker commented that 100% of the money that comes from the townships goes to the commission. No expenses except the audit.
- iv. Joe Misiewicz requested a link to the Fire and EMS website. He also wanted to know what factors would raise the EMS taxes for 2026. Factors are area homes assessed value, increased response calls, and increased population.

14. ZONING HEARING BOARD APPLICATIONS

a. 368 West Street Road – University of Penn, New Bolton Center, Dimensional Variance Relief
Discuss whether to take a position on the Application that seeks variances to construct a new approximately 62,000 SF Two-Story Research and Service Laboratory Building. The hearing is scheduled for September 23, 2025.

- i. Board took no position. Will leave Zoning Hearing board to decide.

b. 227 Daylesford Court – M. Davis, Dimensional Variance Relief
Discuss whether to take a position on the Application that seeks variance relief to construct additional parking and/or storage. The hearing is scheduled for September 30, 2025.

- i. Board took no position. Will leave Zoning Hearing board to decide.

15. TOWNSHIP ADVISORY COMMITTEES' UPDATES

- a. Community Development (Ellen/John)
 - i. Committee met Aug 20th for budget discussions
- b. Health & Safety (Jim/Steve/Cuyler)
 - i. Committee met Aug 20th for budget discussions
- c. Organizational Sustainability (Ellen/Jake)
 - i. Committee met Aug 20th for budget discussions

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

- a. Mary Paxton Boeni wanted to publicly thank Jeff Simpson and his road crew for the “clean up” of the roadside and bamboo along 82 near Unicorn Lane. She said visibility is greatly increased for vehicles attempting to enter 82.
- b. Rob Reilly asked the board: since the Fire and EMS stated that they will be increasing EMT’s contribution by \$214,000 in 2026 and since there was a decision not to implement an Earned Income Tax are they considering an increase in milage and what fund does this come from, General Fund or Capital Fund?

17. TOWNSHIP DEPARTMENTS – MONTHLY REPORTS

- a. Chief Clarke: There were 236 incidents in the township, 78 of which were handled by EMTPD. They are conducting a speed survey on Mill Rd. All upcoming events have been coordinated with PD.
- b. Neil Lovekin: Audit is completed, staff is working on budget, and we have hired a company to redo our website.

18. APPROVAL OF MEETING MINUTES

- a. Supervisor Peuquet moved to approve the minutes from July 2025. Supervisor Elks seconded, carried 5/0.

19. ADJOURNMENT

ADJOURNMENT 9:10pm

*Respectfully submitted,
Mickey Bailey, Recording Secretary*