



Board of Supervisors Meeting Minutes
Monday, October 17, 2016, 7:30 P.M.

Attendees: Supervisors – Ricki Stumpo, Elaine DiMonte; Mark Knightly, Public Works Director.

Absent: Alice J. Balsama, Supervisor

Public in attendance: 3

1. **Call to Order:** Stumpo called the meeting to order at 7:30 P.M. and led the Pledge of Allegiance.
2. **Announcements:** Stumpo announced that the Budget Meeting is scheduled for October 26th at 7:30 P.M. On behalf of the Township, Stumpo extended deepest sympathies to Don and Nancye Lane whose son passed away in an accident on Thursday.
3. **Sunshine Announcements:** no Sunshine Announcements with the exception of Barnard House Agenda Item #7 to be reported by DiMonte.
4. **Public Comment Non-Agenda Items:** no public comment.
5. **Public Works Report:**
 - a. Salt Bids – Municipal Cooperative of Southern Chester County received sealed proposals for rock salt and solar salt. The bid opening occurred on September 23, 2016 as advertised. MOTION: DiMonte moved, Stumpo seconded, to enact Resolution 2016-23 authorizing the purchase of bulk road rock salt from the low bidder identified during the bid opening; motion carried.
 - b. Other – Knightly reported that chipping will begin on Monday October 24th.
6. **Barnard House:** DiMonte provided an update on two meetings held last week. The first meeting on October 11th, which was announced at the September 26th public meeting, was attended by the Supervisors, County Commissioners Terence Farrell and Kathy Cozzone, State Representative Steve Barrar, and David Ward and Susan Elks from the County Planning Commission. During this informational meeting, attendees toured the Barnard House in order to assess the extent of the repairs and renovations that will be required to repurpose the structure. DiMonte indicated that when the feasibility study is completed the results will be shared with the County to continue discussion regarding the future use of the building. The second meeting on October 14th was attended by the Supervisors and John O’Neal and Terry Maguire, both representatives of the Kennett Underground Railroad Center (KURC). The purpose of the meeting was to review the current lease and the general use of the Barnard House. The public meeting was then interrupted at 7:35 P.M. by a delivery person but there was no call to recess the public meeting. DiMonte continued reporting that the following points were covered during the meeting on October 14th: (1) KURC would like temporary access to the first floor “kitchen” area on an as-needed basis to allow for tours and lectures for approximately 25 people. (2) Occupancy number needs to be determined for this shared space area prior to access being granted. Knightly also raised the issue of no electricity in this shared space and the possibility of other requirements such as installation of ADA ramps for compliance with commercial building codes and for

issuance of a certificate of occupancy. (3) The exterior door to the potting shed requires modification in order to gain entry to retrieve the Henry "Box" Brown's Box which is stored in the shed. Additional modifications are required because the newly installed exterior railing blocks the access door. (4) Conversion of the lease letter to a formal commercial lease agreement. (5) KURC payment to the Township in the amount of \$30,000 that was committed to the PA Greenways, Trails and Recreation Grant awarded to the Township and KURC payments to Township in the amount of \$30,000 as reimbursement for specific KURC Barnard House renovations. Discussion: DiMonte requested that Knightly assist KURC with the immediate removal of the potting shed door so that KURC can remove the Henry "Box" Brown Box that was inadvertently left inside. Stumpo will contact the Township Code Official regarding compliance issues such as ADA access and electrical requirements for the first floor area requested by KURC.

7. Old Business:

- a. The Preserve at Chadds Ford Offer of Dedication - Stumpo acknowledged receipt of an offer of dedication dated October 12, 2016, along with the legal documents and form of the maintenance bond. In accordance with the Pennsylvania Municipalities Planning Code, the Board is required to authorize consultants to begin inspections. MOTION: Stumpo moved, DiMonte seconded, to authorize Vandemark & Lynch, Inc., and Comitta Associates, Inc., to proceed with inspections of public improvements and to submit the reports on or before October 24, 2016; motion carried.
- b. Locust Grove Schoolhouse - Stumpo noted a formal procurement request will be made on October 31st regarding flooring. She noted \$902.00 was deposited into the Historical Committee account from Founders Day and the pancake breakfast sales. The account balance is \$31,265.00, \$7,500.00 of that is a transfer from Township General Fund in October 2015. Per the Committee's desire to self-fund the Schoolhouse renovation, no additional funds will be transferred in 2016 and none are budgeted for 2017.
- c. Winterwood Homeowners Association - no action taken. The Homeowners Association asked to be listed for the October 31st public meeting agenda.
- d. 180 Bragg Hill Road/Colella - Justin Colella stated that the installed fence is now in compliance with zoning. Board discussed recent correspondence from Township Zoning Official. MOTION: DiMonte moved, Stumpo seconded, to withdraw the civil complaint filed with District Court 15-3-04 as the violation has ceased; motion carried. Colella asked that the surveillance camera be readjusted so that it is focused on the gate.
- e. Lafayette Drive Drainage Issue - the Township Solicitor reviewed the material submitted by the Township and advises that the Township is not responsible for removal of a tree outside of the drainage easement. Board agreed that the Township should draft a letter to the property owner.

8. New Business:

- a. Cell Phone Policy - Knightly will submit a draft for the October 31st meeting.
- b. Resolution to Appoint Certified Public Accountants - DiMonte read and reviewed Resolution 2016-24. Discussion: Colella, an elected auditor, asked for clarification regarding the appointment. Stumpo responded that the Township is required to complete a comprehensive audit on an annual basis and that this audit is performed by certified public accountants. MOTION: Stumpo moved, DiMonte seconded, to enact Resolution 2016-24 appointing Barbacane Thornton, CPA, to examine all accounts for Fiscal Year 2016 audit; motion carried.

9. Correspondence: Board signed thank you letters to elected officials, Radnor Hunt, the Baily Family, and Barnard's Orchard for their participation in Founders Day.

10. **Treasurer's Warrants:** Stumpo moved, DiMonte seconded, to approve the Bill Payment Lists for September 27-October 17, 2016 recommended for payment by the Treasurer; General Fund: 33 bills paid totaling \$64,822.17; 9 debit card charges totaling \$666.33; Highway Aid: 6 bills paid totaling \$8,141.50; Parks, Recreation & Trails: 1 bill paid for \$87.24; motion carried.
11. **Approval of Meeting Minutes:** MOTION: DiMonte moved, Stumpo seconded, to approve the September 26, 2016 Meeting Minutes as submitted; motion carried.
12. **Adjournment:** At 7:58 P.M. DiMonte moved, Stumpo seconded, to adjourn the meeting; motion carried.

Susan Simone, Administrative Secretary

Ricki Stumpo, Chairman