



Board of Supervisors Meeting Minutes  
Monday, September 14, 2015, 7:30 P.M.

Attendance: Supervisors - Barney Leonard, Georgia F. Brutscher, Ricki Stumpo; Mark Knightly, Public Works Director; Karen Cresta, Co-Chair, Founders Day Committee; Amanda Sundquist, Township Solicitor.

Public in attendance: 17

1. **Call to Order:** Leonard called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Announcements:** Stumpo noted the passing of 3 Township residents - Dot McNeill, Sam Cousins, and Andy Murphy. Leonard announced an Executive Session was held on September 9<sup>th</sup> to discuss legal matters. On September 11<sup>th</sup>, Leonard met with Lieutenant Richard H. D'Ambrosio, Station Commander of the Avondale State Police Troop J. This was an annual community relations exchange. The Zoning Hearing Board will hear 2 applications on September 29<sup>th</sup>.
3. **Public Comment:**
  - a. Terry Gumper - asked about the responsible party for maintenance on the roundabout and number of street lights owned by the Township. He questioned the 2-year inspection requirement of the recently enacted Rental Unit Ordinance opining it should be annual. Board noted that they accepted the 2-year inspection recommendation from the Planning Commission and Solicitor as adequate.
  - b. Sean Rafferty - asked for clarification on the procedure for hearing comments or questions from residents and non-residents during the September 21<sup>st</sup> Barnard House Question & Answer Event (Event) and how the Board will handle public comment if attendance on the 21<sup>st</sup> exceeds 80 person (the room capacity).
  - c. Holly Manzone - given the recent house fire in Olmsted, she asked if the Township requires smoke detectors be installed in a garage or is it part of the statewide building code.
4. **Barnard House Question & Answer Event (Event):** Leonard acknowledged the work of the Task Force that was appointed by the Board to organize the Event. The Board discussed the Task Force recommendation of attorney Rob Miller to serve as moderator for the Event. Task Force members Elaine DiMonte and Sarah Mims reported that Miller was willing to serve as moderator at no charge if appointed by the Board. Leonard and Brutscher expressed that because Miller is a resident, his participation and comments about the Barnard House Project will be limiting if he is serving as moderator. As such, it would not be fair to him to be in a limiting position. DiMonte and Mims noted that the Board did not provide specific guidelines as to the moderator position. Leonard and Brutscher noted that attorney Thomas F. Oeste, recommended by the Township Solicitor, could serve as a neutral, independent moderator as he is not a Township resident and he is skilled in municipal law. Stumpo's recommendation is to ask Miller to serve as she believes he is able to serve independently and he will not charge the Township for his service. Public comment on this agenda item: Lise Borel asked if Mr. Miller could recommend a moderator; Randy Mims noted it raises concerns when 2

Supervisors appear to arrange particulars for the Event to reach a pre-determined outcome; Terry Gumpper asked if the moderator has the authority to modify the Event process and if decisions will be made by the Board during the Event. Board responded to all public comment emphasizing that decisions will not be made on the 21<sup>st</sup>.

MOTION: Brutscher moved, Leonard seconded, to accept the proposal of Thomas F. Oeste, Esquire, to serve as moderator for the September 21<sup>st</sup> Barnard House Question & Answer Event, for a fee of \$175.00 per hour; Leonard and Brutscher voted to approve; Stumpo cast dissenting vote to approve the Oeste/Moderator proposal; motion carried. Secretary is directed to contact Oeste. DISCUSSION: Laressa McNemar from the Barnard House Steering Committee, requested clarification for submission of additional questions. Leonard reviewed a proposed outline addressing all the particulars for the Event. Sundquist stated that for purposes of public comment, Township residents and taxpayers receive priority for questions and comments. The Board can elect to receive comment from all others. Randy Mims expressed concern that rental space in the Barnard House may be in violation of the recorded declaration and agreement with the County. MOTION: Leonard moved, Brutscher seconded, to approve the proposed rules for the Event dated September 14, 2015, with the addition of ending the question and answer period after 90 minutes in order to provide 30 minutes for public comment and for the moderator to record the public comment for transcription in the minutes; Leonard and Brutscher voted to approve; Stumpo cast dissenting vote because the Sunshine Laws state that residents and taxpayers should have priority during the public comment period; motion carried. DISCUSSION: Board reviewed two proposals for police coverage for the Event charged at an hourly rate. MOTION: Brutscher moved, Leonard seconded, to approve the proposal from Birmingham Township Police Department to provide a uniformed officer and marked patrol car at the rate of \$65.00 per hour; Leonard and Brutscher voted to approve; Stumpo cast dissenting vote stating that the elected Township Constable is available to provide security at no charge to the Township; motion carried.

5. **Founders Day Update:** Cresta provided an update for the annual community event to be held on Sunday, September 27<sup>th</sup> in Pocopson Park. Volunteers are needed. She reported that opportunities abound for high school students earn community service hours as volunteers. Additional sponsors and vendors have made contributions. Sarah Mims stated that the Locust Grove Schoolhouse will be open to the public.
6. **Zoning Officer Report** - Board accepted the Zoning Officer Report dated September 13, 2015 as submitted.
7. **Public Works Report:** Knightly reported that the Township Engineer completed a summary of the work required for installation of a guiderail on Denton Hollow Road. One proposal has been submitted to date. Knightly anticipates installation before year's end in accordance with the 2015 budget.
8. **Old Business**
  - a. Technology Proposals - Secretary has not received the proposal for replacing the network server. Rock River Star did not provide a written response to request for proposal for Township website work; however, a representative indicated verbally that the firm does not support WordPress. MOTION: Leonard moved, Stumpo seconded, to approve Sage Business Systems as the third party contractor for web site support at the following rates: \$20.00 per month for maintenance; \$0 (no fee) for hosting; \$80.00 per hour for design and code work; motion carried.
  - b. Organizational Analysis/Workflow Analytics: Board reviewed proposal tabled from the July 27<sup>th</sup> meeting. Brutscher noted that she spoke to 2 members of the Township staff who support an independent review of the overall Township administrative operations. Public comment on this agenda item: Lise Borel commented that the consultant should submit a written report: MOTION: Brutscher

moved, Leonard seconded, to accept the proposal dated July 21, 2015 submitted by Handlon Business Resources in the amount not to exceed \$1,500.00 for the scope of work as described therein; Leonard and Brutscher voted to approve; Stumpo cast dissenting vote not to accept the proposal but to defer to the incoming Board; motion carried.

- c. Kennett Library Task Force Appointment - Leonard stated that he believes the Kennett Library Board should be enabled to reorganize before a regional township task force is appointed to provide assistance. Board agreed to defer this agenda item to the incoming Board.
- d. Emergency Services Joint Task Force Proposal - Stumpo reviewed the VFIS Emergency Services Consulting Proposal dated August 3, 2015 submitted by Lisa Moore, Manager, Kennett Township. Regional townships and Kennett Square Borough have agreed that professional consulting support is required to adequately address funding, apparatus replacement schedule, assessment of ambulance billing, and coverage territories. Participating municipalities will contribute \$5,500.00 each with the exception of Newlin Township which will contribute \$1,500.00. Board agreed that the subject matter is complicated and a comprehensive study by a consulting firm is appropriate. MOTION: Stumpo moved, Leonard seconded, to approve the expenditure of \$5,500.00 as Pocopson Township's contribution toward the cost of preparation of an EMS study and report by VFIS; motion carried.

**9. New Business:**

- a. East Bradford - Michael Lynch, Manager, East Bradford Township invited municipal officials to attend a meeting for an advance conversation to pursue a regional police study by the Department of Community and Economic Development. MOTION: Leonard moved, Stumpo seconded, to approve Supervisor Georgia F. Brutscher to attend the meeting; motion carried.
- b. Deer Management Committee - Board accepted the report submitted by Don Lane, Committee Chairman, dated August 25, 2015, as written. Public Comment on this agenda item: Randy Mims and Lise Borel voiced concern that the regulated hunting in Township public parks limits the time that people can use the park and the walking trails. Borel noted additional safety concerns regarding hunters who stray from the Township parkland onto her property which is adjacent to the walking trail.
- c. Barnard House Project Manager Reinstatement - After discussion and public comment which included but was not limited to the no finding report from the State Ethics Commission, punch list, payments due vendors for contracted work, and code inspections, the following motions were made: MOTION, Leonard moved, Brutscher seconded, to reinstate Richard Jensen as Project Manager to complete all tasks for Phase 1, and to direct Jensen to submit a written status report to the Board for the September 28<sup>th</sup> regular meeting that includes a proposed deadline for completion of Phase 1; Leonard and Brutscher voted to approve, Stumpo cast dissenting vote voicing concern as to the completion of code inspections during build-out of Phase 1. MOTION, Leonard moved, Brutscher seconded, to direct Richard Jensen to transmit inspection reports and notes to a third party code inspection official for the purpose of the third party official assuming the responsibility for building code inspections for Phase 1; motion carried.

10. **Correspondence:** Board directed a letter be sent to the resident writing regarding the Township contribution to the Kennett Library. Leonard reviewed the substance of a letter to approximately 200 property owners regarding participation in a historic survey. MOTION: Brutscher moved, Leonard seconded, to approve the draft letter to property owners in advance of an October 12<sup>th</sup> presentation on the historic survey; motion carried.

11. **Treasurer's Warrants:** Brutscher moved, Stumpo seconded, to approve the Bill Payment Lists for August 18 - September 14, 2015 recommended for payment by the Treasurer; General Fund: 26 bills paid totaling \$18,486.79; 7 debit card charges totaling \$1,200.17; Escrow: 1 bill paid for \$222.25.00; Facilities: 2 bills paid totaling \$3,620.00; Highway Aid: 7 bills paid totaling \$155,131.61; Historical Committee: 1 bill paid for \$2,772.00; Parks, Recreation, Trails: 1 bill paid for \$79.50; motion carried.
12. **Approval of Meeting Minutes:** Leonard moved, Stumpo seconded, to approve the Meeting Minutes dated August 17, 2015; motion carried.
13. **Adjournment:** At 9:22 p.m., Brutscher moved, Stumpo seconded, to adjourn the meeting; motion carried.

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Susan E. Simone,  
Administrative Secretary

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Georgia F. Brutscher  
Vice Chair