



Board of Supervisors Meeting Minutes
Monday, July 29, 2019, 6:30 P.M.

Attendees: Supervisors - Ricki Stumpo, Elaine DiMonte, Alice Balsama; Al Davis, Resident-Representative of the Kennett Fire and EMS Regional Commission ("Commission"); Randy Mims, Historical Committee.

Public in attendance: 5

1. **Call to Order:** Stumpo called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.
2. **Sunshine Announcements:** Stumpo announced on July 18th Board met with representatives from County Emergency Management regarding the Township Emergency Operation Plan; on the 19th Board met with GKO Architects; on the 24th Balsama and Stumpo had separate meetings with Kennett Library Representative regarding a referendum and with Kevin Matson, Township Engineer regarding grants; Board met with Bill Haaf on July 26th regarding renewable energy strategies.
3. **Announcements:** Stumpo announced that PennDOT District 6 representatives confirmed a late-August closure of the Route 52 Bridge for reconstruction repairs. PennDOT will provide a specific closure date for the Route 52 closure between Pocopson and Creek Roads. DiMonte suggested contacting PennDOT to make sure that there is sufficient signage for truck traffic alerting trucks to the closure. Stumpo met with Keystone Municipal Services Building Code Official to discuss the code requirements for use of the Barnard House.
4. **Public Comment Non-Agenda Items:** no public comment on non-agenda items.
5. **Public Works Report:** Board reviewed the report submitted by Mark Knightly, Public Works Director noting recent road and vehicle repairs. Board asked the Secretary to set up a meeting with Knightly to discuss the Barnard House and Denton Hollow Road properties. MOTION: Stumpo moved, DiMonte seconded, to memorialize the offer to Benjamin Aponte as a full-time Public Works Crew Member at a rate consistent with the 2019 budget and upon completion of the trial period as specified in the Personnel Handbook; motion carried.
6. **Facilities:** DiMonte reported no specific update other than to report the signing of the contract document with GKO Architects for the new township building. Balsama reported that it's the intention of the Board to reach out to Friends of Barnard Station to schedule a meeting regarding use of the Barnard House. PUBLIC COMMENT: Judy Lovell asked if the construction costs will be posted on the web site and how much will it cost to build a new building versus rehabilitating the current Township Administration Building or Barnard House. Lovell commented that she is unclear why there is a push for a new building and why is a larger building needed. Balsama responded that the new township building is 2500 square feet and that through a number of disciplines, the Board determined that it is not economically feasible to modify the current building or rehabilitate the Barnard House as a Township Building. There are no tax implications based on the estimated value of the construction. In addition and without question, the Denton Hollow Road building has outlived its usefulness as a Township Building. She

noted that during the public work session presentation of the feasibility study in October 2018, of the 38 attendees, the majority commented that the best fit is a new building on the Barnard House property rather than rehabilitating either existing building. Balsama outlined the bidding process under the 2nd Class Township Code recognizing the guidelines the Township must follow, including but not limited to prevailing wage. She noted that the design of the new building will include looking at materials and components that provide the best cost benefits. DiMonte responded that the Board met with Bill Haaf to begin the process of identifying renewable and energy efficiency components for township facilities. Balsama added that as a result of their meetings with Haaf, the Board is dialed-in on renewable energy for all township facilities as well as the obligations in accordance with the recent Township resolution identifying participation in the Ready Chester County for renewable energy initiative to reduce the carbon footprint. She noted that the Board agreed to Haaf serving as the nominal chairman for a township energy resource committee tasked with assisting the Board in improving township facilities by suggesting alternative energy components. DiMonte added that the design of the new building will blend with the Barnard House site. The Board agreed that through renovation and design, maintenance of the Barnard House and construction of the new building will preserve the historic presence while providing for and planning for the future. Kathy Miller asked if a decision has been made with regard to the tobacco barn. Board responded no decisions have been made regarding the tobacco barn, including whether or not it is structurally sound. DiMonte noted that if the tobacco barn is removed from site the Township will make an effort to incorporate structural elements in the new building or install a historic marker. She also noted that in the event of its removal, the Board will need to discuss the removal with the Township Solicitor to confirm that the removal is permitted under the recorded declaration and covenants.

7. **Kennett Fire & EMS Regional Commission Report:** Davis reported that the EMS Commission met on July 9th at Pennsbury Township Building. Discussion continued on recruiting and retaining members. On a community Facebook page (not affiliated with the Township) the suggestion was made to transition from volunteers to paid fire company members.
8. **Historical Committee Report and Pre-procurement Requests:** Mims reported that the Committee is close to completing Phase 1 of the Locust Grove Schoolhouse restoration. He recognized that this has been accomplished by the efforts of community volunteers and corporate volunteers who have been willing to help. Mims expressed appreciation for the skills and commitment all the volunteers have brought to the project. He added that while a serviceable restroom will not be completed, the Committee agreed to request rental of a port-a-potty for events that will be held at the site. Installing a restroom is included in Phase 2 of the project. Mims reviewed the July 29, 2019 Procurement pre-approval request submitted to the Board and the Treasurer. Mims described the 6 improvement projects set forth in the request. He reported that the projects were also reviewed with Don McKay, Historical Committee Chairman, who was not able to attend the meeting. The request is specific as to a number certified professionals in a number of disciplines who are willing to donate their services. Mims pointed out that the total amount requested includes quotes from vendors who have specialized skills in historic preservation, vendors donating their time, and costs to supply materials. The Board will work with Mims in identifying everyone involved with the project so that the Township can send thank you letters. DiMonte noted that the success of the Locust Grove Schoolhouse restoration might be shared as a model for restoration of the Barnard House. Balsama noted that the project came in under budget. Stumpo offered that she will assist Mims in completing the necessary building permit applications during the workday. She noted electrical work requires inspection by a third party contractor via submission of an electrical permit. MOTION: Stumpo moved,

DiMonte seconded, to approve the activities at the Locust Grove Schoolhouse in the amount of \$10,663.70 at the prices discussed and as more fully set forth in the July 29, 2019 Procurement pre-approval request; motion carried.

9. New Business:

a. Authorize Township Code Codification - Stumpo noted that the Secretary provided data regarding the annual maintenance expense and an estimate from General Code dated July 17, 2019, to provide Supplement No. 9. Board agreed to authorize General Code to proceed with Supplement No. 9 as detailed in the estimate.

10. Old Business:

a. Status of 1425 Lenape Road/Tax Parcels 63-4-75.18 and 63-4-77 - Stumpo noted that one landowner has been located and served. Township Solicitor continues to seek service on the additional landowner.

11. Correspondence: no correspondence.

12. Treasurer's Warrants: Stumpo moved, Balsama seconded, to approve the Bill Payment Lists for June 25 - July 29, 2019 recommended for payment by the Treasurer; General Fund: 42 bills paid totaling \$49,574.93; 6 debit card charges totaling \$806.68; Highway Aid: 8 bills totaling \$55,248.54; Parks, Rec & Trails: 2 bills totaling \$187.85; motion unanimously approved. Board requested a meeting with the Township Solicitor regarding outstanding action on the Hickory Hill Road matter.

13. Approval of Meeting Minutes: Stumpo moved, Balsama seconded, to approve the June 24, 2019 meeting minutes as submitted; motion carried.

14. Adjournment: At 7:08 p.m., DiMonte moved, Balsama seconded, to adjourn the meeting; motion carried.



Susan Simone, Administrative Secretary



Ricki Stumpo, Chairman