



Board of Supervisors Meeting Minutes  
Monday, December 16, 2019, 6:30 P.M.

Attendees: Supervisors Ricki Stumpo, Elaine DiMonte, Alice Balsama; Mark Knightly, Roadmaster/Public Works Director.

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:** no Sunshine Announcements.
3. **Announcements:**
  - a. Annual Reorg Meeting 1/6/2020 - Stumpo announced that the meeting will begin at 6:30 p.m.
  - b. Other announcements - Stumpo noted that the County completed a mailing to the residents with information and instructions to join Ready Chesco which provides Chester County Prison alerts. The Board requested the mailing during a meeting with Prison Officials earlier this year. Stumpo read a statement from a resident recognizing the excellent work of the Public Works Department to clear the trail along South Wawaset and Locust Grove Roads. In light of recent media reports regarding Kennett Township, Stumpo read a statement assuring the residents that Pocopson Township has numerous safeguards in place to ensure fiscal transparency and accountability. Pocopson has a small staff where the Township Treasurer handles all financial transactions. However, we follow a number of procedures that reduce the opportunity for fraud by involving other staff, the Board, and our designees at various points in the fiscal process. Finally, Stumpo announced a vacancy in the position of elected-auditor (6-year term). In October, the Board appointed certified public accounting firm Barbacane, Thornton & Company to examine the Fiscal Year 2019 accounts; therefore, the only task for elected auditors will be to determine compensation for the supervisor employed by the Township.
4. **Public Comment Non-Agenda Items:** Tony Jamieson commented that he is visiting from London and is most interested in observing the proceedings this evening.
5. **Work Session:** Work session was cancelled for December 10, 2019.
6. **Kennett Library ("Library") - Brad Peiper, Township Representative:** Peiper attended the meeting to provide an update on Library activities and the new building project. He submitted a handout that included a review of the programs and community activities, including but not limited to the Adult Literacy Program, free programs, and family events. Statistics for 2019 are not available until the year ends; however, 2018 usage statistics show over 10,000 cardholders from all 8 municipalities, over 122,000 visitors to the Library and off-site programs, and 188,114 total number of Library materials circulated. The 7,726 volunteer hours are noteworthy as an army of volunteers provide assistance for the 10 full-time positions at the Library. Balsama asked and Peiper clarified that the 823 adult literacy patrons are residents of the 8 participating municipalities. He added that the Library coordinates transportation for these patrons who may live in West Grove and throughout Southern Chester County. Peiper noted that the staff/employee

salaries and benefits are around \$900,000 annually. DiMonte asked if the number of staff will increase once the new library is built. Peiper estimated that with triple the space, personnel may increase to 13. He reviewed the funding and usage figures noting an annual operating expense allocation for Pocopson in the amount of \$10,800 representing 2.3% share of the 8 municipalities and 11% of overall circulation. Peiper also noted the contributions received from the State and from the County. A brief review of the Capital Campaign shows a secured \$6 million commitment thus far. The Library Board requests municipalities to contribute 20% of the costs for the new library. Kennett and Pennsbury Townships have made 6-year commitments. Kennett Borough has committed \$200,000 over 2019/2020. The new Library project timeline provides a schematic design and a preliminary \$15 million cost estimate. DiMonte noted that because of the new Township building project, Pocopson would not be in a position to assess a Library capital campaign contribution until 2021. Balsama agreed that given construction of a new Township building and evaluation of current Township facilities, the priority remains to keep township taxes in check. She appreciates the opportunity to revisit a contribution at a future date with an eye toward a 4-year commitment. She added that the contribution would be based on usage and community value and not necessarily influenced by what other municipalities choose to contribute. Stumpo agreed that the timing is difficult given the Library and Township construction projects. Board thanked Peiper for his representation on the Library Board. PUBLIC COMMENT: Terry Gumpfer asked if the usage statistics were specific as to the number of Pocopson residents using the Kennett Library as the capital contribution should be based on such statistics. He also asked if English as a Second Language ("ESL") programs should be the responsibility of the school districts as opposed to the Library particularly when juxtaposed with demographics for Pocopson Township. Peiper indicated that ESL programs are fragmented and the Library is one of a number of agencies offering ESL as part of an adult literacy program. Bill Haaf commented that he serves as an algebra tutor for the Library GED program and as such, firmly believes that it is a service for the greater good of the community. He added it is difficult to draw a boundary around what is good for an individual when in reality the educated individual brings good for the betterment of the whole community. Tony Jamieson commented that Peiper's presentation was well done in describing the Library as a community center. He noted that libraries in Europe are dying off given the move to on-line electronic access.

7. **Public Works Report:** Knightly reported that the Department is nearly finished remediating the Pettit property. Weather permitting, they hope to finish in the next couple of weeks. MOTION: DiMonte moved, Balsama seconded, to enact Resolution 2019-22 approving the removal and sale of the metal corn crib on the Barnard House Property given that it is not necessary for Township operations; motion carried. Secretary indicated the Traffic Signal 2-Year Maintenance Contract from Signal Service was received on December 12, 2019. MOTION: DiMonte moved, Balsama seconded, to accept the Traffic Signal 2-Year Maintenance Contract commencing January 1, 2020 with no increase to the cost of preventive maintenance; motion carried. Knightly reported that the roads were salted on December 15<sup>th</sup> due to freezing rain. He reported that Hugh Lofting will inspect the tobacco barn timbers and provide an opinion as to their condition and removal. Balsama expressed that all required certificates of insurance, including but not limited to workers compensation, be on file with regard to the demolition. Board asked as to the status of the building permit to demolish the tobacco barn. Secretary indicated that Keystone Municipal Services will issue the permit application following their review which includes recognizing the overall historic nature of the property.
8. **Facilities:** DiMonte reported that the Board continues to work with GKO Architects. During the December meeting, site decisions were made regarding location of the

stormwater management and septic systems. Lighting was also included in the discussion as well as interior design. Board will email Bill Haaf regarding energy components that were discussed. DiMonte asked and Balsama confirmed that the contractor will be out this week to provide a proposal for remediation of the Barnard House windows.

9. **Kennett Fire & EMS Regional Commission Report:** Township Representative Al Davis was not in attendance to provide a report. Stumpo indicated that she did not attend the December meeting.
10. **New Business:**
  - a. **SWM BMP Agreement for 3 Wawaset Farm Lane/Hallelynn Subdivision** – in a letter dated December 5, 2019, the Township Engineer indicated no objection to the approval of the requested Grading, Erosion & Sediment Control Permit. Applicant must also meet all other Township, State, and Federal requirements. Board approved signing of the Agreement to be returned to the Applicant for recordation.
11. **Old Business:** DiMonte indicated that Balsama's term is ending. She read a note expressing appreciation and thanking Balsama for her professionalism, business acumen, and camaraderie. Balsama thanked the Board and the public for the opportunity to serve the community. She recognized and thanked everyone for providing her with the support necessary to serve as an elected official. She acknowledged that in serving she witnessed the humanitarian efforts demonstrated by Township personnel to embrace the community.
12. **Correspondence:** no correspondence submitted.
13. **Treasurer's Warrants:** Stumpo moved, Balsama seconded, to approve the Bill Payment Lists for November 26 – December 16, 2019 recommended for payment by the Treasurer; General Fund: 35 bills paid totaling \$29,874.93; 5 debit card charges totaling \$332.79; Highway Aid: 4 bills totaling \$2,937.42; Historical Committee: 2 bills totaling \$6,116.57; motion unanimously approved.
14. **Approval of Meeting Minutes:** Stumpo moved, Balsama seconded, to approve the Meeting Minutes dated November 25, 2019, as submitted; motion carried.
15. **Adjournment:** At 7:22 p.m., Balsama moved, Stumpo seconded, to adjourn the meeting; motion carried.

  
\_\_\_\_\_  
Susan Simone, Administrative Secretary

  
\_\_\_\_\_  
Ricki Stumpo, Chairman