



Board of Supervisors Public Meeting Minutes
Monday, June 22, 2020, 7:00 P.M.

The implementation of the GoToMeeting Remote Platform for public meetings complies with the Disaster Emergency Orders and Proclamations issued by Governor Wolf to mitigate the spread of the COVID-19 Virus.

Attendance: Physically present in the meeting room: Supervisors – Elaine DiMonte and Ray McKay. Supervisor Ricki Stumpo was not in attendance. Online participants were Margaret Lennon, Treasurer; Holly Manzone, Township Representative, Brandywine Valley Scenic Byway Commission; Al Davis, Alternate Commissioner, Kennett Area Fire and Emergency Services Regional Commission (“Commission”).

Public in attendance via remote access: 6

1. **Call to Order:** DiMonte called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. DiMonte noted that Supervisor Stumpo was not able to join the meeting this evening. DiMonte reminded online participants that they will be muted to eliminate background noise and feedback. All will be unmuted for public comment.
2. **Sunshine Announcements:** DiMonte reported an executive session was held on June 4th with the Solicitor present.
3. **Announcements:** no announcements.
4. **Public Comment on Non-agenda Items:** Board did not receive any written comments by the June 17th submission date. Board called for public comment on non-agenda items. No public comment on non-agenda items by those attending online.
5. **Work Session:** DiMonte reported the June 17th work session was cancelled.
6. **Public Works Report:** DiMonte noted that Mark Knightly, Public Works Director, was not able to attend the meeting this evening. She read the Public Works Report noting upcoming projects: installing underdrain/French drain on Williamsburg Drive to control groundwater, replacing/extending storm drain on Brandywine Drive, and install inlet and pipe on Haines Mill Road.
 - a. Southern Chester County Co-Op Paving Bid - Board reviewed 2020-11 Resolution and Municipal Cooperative of Southern Chester County (Co-Op) documents for paving in place and surface treatment materials and services. No public comment. MOTION: DiMonte moved, McKay seconded, to enact Resolution 2020-11 authorizing the purchase in 2020 of materials and services from the low bidders as identified in Co-Op May 19, 2020 bid opening; motion carried.
 - b. Muncibid Truck Bid - Board reviewed Resolution 2020-10 authorizing the sale of a Ford F550 Truck on Muncibid that was approved by a motion during the April 27, 2020 public meeting. No public comment. MOTION: DiMonte moved, McKay seconded, to approve enacting Resolution 2020-10 authorizing the sale of a Ford F550 truck sold through Muncibid Listing #28985359; motion carried.

7. **Facilities:** DiMonte reported no specific update at this time. The next meeting with GKO Architects will be in July. McKay reported the contractor for the Barnard House will be working on the storm doors as well as doors for the bulkhead for the cellarway.
8. **Brandywine Valley Scenic Byway Commission ("BVSBC"):** Manzone provided a brief history of the genesis of the BVSBC noting it was originally a grassroots effort to preserve and protect natural and historic resources and was approved by PennDOT in April of 2005. Municipalities contribute an annual \$500.00 assessment, the meetings are quarterly, and the last major project was the preparation and adoption of a Corridor Management Plan in 2014 which was prepared on behalf of BVSBC by Brandywine Conservancy, Truppi Consulting LLC, McMahan Associates, and Jane Dorchester, Architectural Historian. There is an Intergovernmental Cooperation Agreement which specifies that each municipality shall appoint 2 Commissioners. Manzone is the only Pocopson Commissioner serving at this time. Participating municipalities include Birmingham, East Bradford, Kennett, Pennsbury and Chadds Ford Township, Delaware County. East Marlborough Township withdrew in 2010. BVSBC is working on roadside signage as well as a website that will include an interactive story map that would provide the user with information about the region. During the most recent meeting, the Commissioners discussed a grant application to change the status to a national scenic byway program. There is concern that a national status would increase visitors to the region. Manzone offered that she does not believe the national status would be in the best interest of Pocopson as such status is essentially a tool to promote tourism, and in turn, an increase in unwelcoming signage and traffic to an area that does not now provide scenic overlooks or tourist accommodations. Manzone asked the Board for feedback on the proposed application even though BVSBC intends to submit the grant application to pursue national status given that there is insufficient time for a meeting of the Commission prior to the date of the submission deadline. McKay and DiMonte expressed concern regarding oversight of the BVSBC generally and agreed that national status would most likely have little effect on Route 52 through Pocopson Township. McKay thanked Manzone for the report this evening noting it's the first of its kind in a number of years. He voiced concern that the governing documents for BVSBC provide for passage of an annual budget that is deemed approved by a municipality if a municipality fails to approve it. A budget was not submitted to the Board of Supervisors by the June 15th deadline specified in the Agreement. McKay offered that the Township Historical Committee discussed someone from the Committee serving on the BVSBC. He noted that Sarah Mims has expressed interest in serving on the BVSBC. No public comment. MOTION: McKay moved, DiMonte seconded, to approve the nomination and appointment of Sarah Mims as the second Commission Representative to the BVSBC effective immediately; motion carried. DiMonte and McKay thanked Manzone for all her efforts in representing the Township and asked that she keep the Board apprised of the status of the application for national byway status and that she plan to attend a Board meeting annually to provide a verbal report on BVSBC activities.
9. **Kennett Area EMS Commission Report:** Davis reported that the Commission continues to hold monthly virtual meetings. Participants discussed the 3-year commitment period which ends on December 31, 2020, and agreed that it is advantageous for all parties to continue the Commission. No one indicated intent to withdraw. Davis reported that Supervisor Stumpo is in support of continuation. McKay and DiMonte indicated that they accept the recommendation for Pocopson Township to continue as a member of the Commission. McKay commented that he applauds the efforts and the cooperation of the municipalities and emergency responders to address emergency needs for the area through a Commission. Having served previously as President of Longwood Fire

Company, he understands first-hand the difficulties in budgeting, staffing, and equipping the fire company. Davis indicated that there have been inquiries from other agencies in the region that are looking to form similar commissions. McKay asked if an administrator had been named in accordance with the intergovernmental agreement. Davis indicated that the Commission is discussing the possibility of Kennett Township as an appointee. The discussion on this topic will continue during the August meeting. McKay inquired as to the mailing address for the Commission being Kennett Township and asked if the former Township Manager had access to the Commission accounts. Davis indicated that the accounts are controlled by the Commission with no access by Kennett Township personnel. Davis added that quarterly payments have been disbursed. The Commission will begin preliminary budget work during the July meeting and hope to finalize the numbers for the August meeting. Davis reported that emergency responders are able to find sufficient COVID-19 supplies. DiMonte asked if there was still a need for donations. Davis indicated that food and snack supplies would be appreciated as volunteers are not able to leave the station once they begin a shift. DiMonte and McKay thanked Davis for serving and indicated their support if he is willing to continue. No public comment.

10. **Planning Commission (PC) Report:** Board acknowledged receipt of the PC report from the June 3rd public meeting. The PC completed their review of the Small Wireless Facilities Ordinance and Design Guideline Resolution and by motion, approved submission to the Board of Supervisors for review and subsequent adoption. MOTION: DiMonte moved, McKay seconded, to submit the proposed amendment of the Small Wireless Facilities Ordinance and the text of the Design Guideline Resolution to the Township Solicitor for review; motion carried. No public comment.

11. **New Business:**

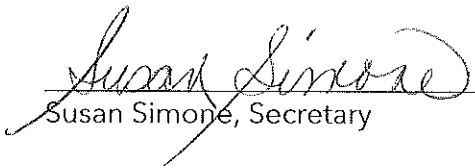
- a. Parks, Recreation and Trails (PRT) Committee Update - Board reviewed correspondence regarding Christopher Conaway's offer to install tree species identification placards at no cost to the Township. Board is supportive of the offer condition upon additional information from Conaway as to the timeline for project completion and confirmation of the location trees that will be identified.
- b. Historical Committee -McKay provided a brief update on the Locust Grove Schoolhouse as follows: 4 volunteers completed the inside painting; will soon be transferring the furniture from the Barnard House to the Schoolhouse; minor electrical work to be scheduled as well as relocating the HVAC system from the front of the Schoolhouse. The Committee continues to hope for a fall open house/dedication, but if not possible will look to spring 2021.
- c. Authorization for Legal Advertising/Ordinances - Board acknowledged that the Township Solicitor prepared amendments to the Home Occupation and Rental Ordinances as previously directed. Home Occupation and Short-Term Rental text will be submitted to the PC for their July 1st public meeting for additional review. McKay noted that the ordinances are not new. Board is in receipt of a Pension Plan Amendment which is an administrative ordinance that has been reviewed by the Solicitor and the Township Treasurer. MOTION: DiMonte moved, McKay seconded, to authorize the Township Solicitor to proceed with legal advertising of the ordinances as discussed and to schedule an ordinance hearing to be held on July 27, 2020; motion carried. No public comment.

12. **Old Business:**

- a. Agricultural Security Area Application 330 Locust Grove Road; Tax Parcel 63-3-26.2 - Board reviewed the Application submitted by Jennifer Van Anda which was recommended for inclusion by the Township Ag Security Area Advisory Committee. MOTION: DiMonte moved, McKay seconded, to accept the Application of Tax Parcel

63-3-26.2 Van Anda Property for inclusion in the Township Ag Security Area and to initiate the 7-Year Review Tasks as required by law; motion carried. No public comment.

13. **Correspondence:** no correspondence submitted.
14. **Treasurer's Warrants:** DiMonte moved, McKay seconded, to approve the Bill Payment Lists for May 19 - June 22, 2020 recommended for payment by the Treasurer; General Fund: 37 bills totaling \$51,122.32; 20 debit card charges totaling \$1,730.57; Highway Aid: 7 bills totaling \$4,243.14; Facilities: 3 bills totaling \$16,356.83; motion approved. DiMonte thanked Treasurer Lennon for her work in providing comprehensive financial reports and warrants in advance of the public meeting.
15. **Approval of Meeting Minutes:** DiMonte moved, McKay seconded, to approve the May 18, 2020 meeting minutes as amended; motion carried.
16. **Adjournment:** at 7:52 p.m. McKay moved, DiMonte seconded, to adjourn the meeting; motion carried.



Susan Simone, Secretary



Elaine DiMonte, Vice Chairman