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Board of Supervisors Meeting Monday, April 26, 2021, 7:00 p.m.

The implementation of the GoToMeeting Remote Platform ("GTM") 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: Supervisors in the meeting room - Ricki Stumpo, Elaine DiMonte, and Ray McKay. Virtual attendees: Peter R. Barsz, CPA, Treasurer and Amanda Gattuso, Treasurer Staff; Mark Knightly, Public Works Director; Don McKay, Chairman, Historical Committee.

Public in attendance via remote access: 5

1. Call to Order: Stumpo called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.
2. Sunshine Announcements: no Sunshine Announcements.
3. Announcements: Stumpo announced that she has been out since November 2020 with a number of medical conditions: stroke, spinal surgery, shingles, vertigo, and COVID-19. With the help of 2 aides and a wheelchair she is home now. Stumpo thanked her friends and neighbors for the flowers, plants, and for doing errands, all of which is making the journey easier for her.
4. Public Comment on Non-Agenda Items: no public comment on non-agenda items.
5. Work Session: the April 21st Work Session was cancelled.
6. Acceptance 2020 Township Financial Audit: virtual attendee Tim Sawyer, Barbacane Thornton, and Company LLP, provided a brief overview of the 2020 audit results. He introduced Alex Frank, Senior Accountant, who assisted with the audit this year. Due to COVID-19, files were retrieved from the Township Office so that a remote audit could be completed in the firm's offices. Files have since been returned to the Township. Sawyer walked the Supervisors through the audit approach, invoice testing, and a comparison of 2019 and 2020 audit results. Supervisors were provided copies of the audit report. Sawyer indicated that the audit included conversations with elected officials and Township personnel. The audit included a review of internal controls for effective operations, review of major debt and vendor payments, and a recommendation for separation of tasks as much as is possible. DiMonte thanked Sawyer for the audit and noted that the Board has started working on the findings identified in the audit report. She pointed out that a Resolution for Capitalization Policy is on the agenda this evening. Stumpo thanked Sawyer for taking care of the audit and noted that the audit is on the Township website. McKay expressed that the long-time Treasurer took a position in an adjacent township and as a result the Board has received recommendations from the CPA firm appointed to perform treasurer tasks. Their suggestions and the recommendations from the audit are most appreciated. The Board unanimously accepts the findings of the audit submitted by Barbacane Thornton.
7. Kennett Library Update: Brad Peiper, Township Representative to the Library Board, attended via login to the GoToMeeting platform and provided the Supervisors with an overview of Library operations, activities, and the new library construction project. Peiper reported that the Library maintained a virtual presence during COVID that included no disruption to the tutoring program, continued circulation of books and media materials, and many community events and library services. Megan Walters, Library Director, provided circulation numbers that

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are higher than February a year ago. The library newsletter is a good source for information and activities. The public is encouraged to sign-up for the newsletter via the Library website. DiMonte noted that it was most interesting that the library activities increased over the past year. McKay remarked that while working for a funeral home in West Chester, he observed significant activity at the West Chester Library. Peiper provided the following overview of the new library construction project: there have been just 3 libraries in Kennett since 1896 - all 3 within 2 blocks of the current site; a video is available on the library website that provides a preview of the new library including what will be available; there will be sufficient, free onsite parking; groundbreaking is set for August 12th. Peiper reported that a demolition permit has been issued to remove 2 structures from the site. A capital campaign is in place with 11 million dollars having been obtained for the 18-million-dollar project. Peiper identified and thanked community members and the Longwood Foundation as instrumental in making the new library project a reality. DiMonte noted the Township has contracted for the construction of a new township building, and as such, the Board is limited as to the amount of the contribution for the library project. Peiper recognizes this situation and offered that he will make an ask next year as municipalities may make 3-, 4-, 5- or 6-year contributions. Stumpo thanked Peiper for the presentation and offered that the Board appreciates Peiper's service on behalf of the Township. McKay inquired as to what will happen to the mural on the side of the building that is scheduled for demolition. Peiper responded that the public was asked to participate in the plan on how to preserve the mural. The mural has been digitally photographed and will be reproduced by commissioned artists who will also do an additional mural of the cultural and historical highlights of Kennett Square and the area.

8. Public Works Report:

- a. Dixie Land Energy USA Contract for Fuel - Stumpo reported that the Southern Chester County Co-Op advertised for bids March 4th and March 30th with bid opening dates March 11th and April 8th, respectively. No fuel bids were received. Co-Op understands that the Township may negotiate directly with Dixie Land Energy USA, which has agreed to honor the 2020 rack price. Board agreed to accept the April 21, 2021 letter submitted by Dixie Land Energy USA for fuels for 2021.
- b. Resolution for Highway Materials Bid - McKay reviewed Resolution No. 2021-7 for acceptance of low bid for highway materials. MOTION: McKay moved, DiMonte seconded, to enact Resolution 2021-7 for highway materials; motion carried.
- c. Sale of Grasshopper mower/Municibid - Knightly reported that the Board authorized the sale of the mower during the March 22nd public meeting. The ad was placed on Municibid and advertised in the *Daily Local News* on April 5, 2021, Municibid Listing #34769987. The auction ran from April 1st to April 23rd. MOTION: Stumpo moved, McKay seconded, to approve the sale of the 2010 Grasshopper mower according to the terms of the Municibid auction completed on April 23, 2021, sale price \$3,400.00; motion carried.
- d. Contract to resurface tennis court - McKay reviewed the pre-procurement request approval to rehab the tennis courts. This project is budgeted at \$30,000.00, and the Co-Stars bid price through Miller Flooring, West Chester, is \$27,912.00. Funding is through the fee in lieu of assessment used for active recreation. MOTION: McKay moved, Stumpo seconded, to approve the proposal dated April 7, 2021 by Miller Sports Construction to rehab the Pocopson Park tennis courts; motion carried.

9. Facilities:

- a. Award of Contracts – DiMonte reported that contracts have been awarded as discussed during previous public meetings. A pre-construction kickoff meeting will be held on April 28th. Board will discuss with Public Works the installation of signage for members of the public utilizing the trails and parking lot on the property during construction.

10. Kennett Area EMS Commission Report: McKay provided the report as he has been filling-in for Stumpo who has not been able to attend the meetings. He reported that while the March meeting was somewhat contentious, the April meeting was the opposite. Meeting agenda included overall response and concern to emergency and fire response; however, the EMS Commission is not responsible for identifying providers – that task is up to the municipalities. Longwood will be dispatched for all fire and ambulance/EMT emergencies for Kennett Township and Kennett Square Borough. Kennett Square will continue to provide fire response. Hockessin Fire will be enlisted to provide assistance as needed. The emergency fire and ambulance companies are fundamentally cooperating considering that emotions have run high of late. Permission was given for Kennett and Longwood to hire 3 paid responders to work the day shifts as coverage has been an issue. The emergency responders may move to predominantly paid service as few are volunteering and those who do have difficulty maintaining required certifications. Discussions continue on how to improve retention. Stumpo thanked McKay for filling-in for her. No public comment.

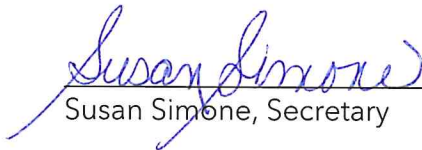
11. Planning Commission Report/April 7, 2021 Meeting: Board acknowledged receipt of the report for the April 7th meeting. The Commission continues to work on the zoning project assigned by the Board.


12. New Business:

- a. Referral to Planning Commission – use of unlicensed motorized vehicles – DiMonte asked that the Board discuss referring the concern to the Planning Commission for their consideration in drafting a proposed ordinance or zoning amendment governing use of unlicensed motorized vehicles on township property and roads. She indicated that the Board is aware of several concerns endangering traffic and residents on State Route 926, the Route 52 Roundabout, and Route 842. McKay indicated that the Township Parks, Recreation, and Trails Committee is also working on signage for the parks and trails notifying users that motorized vehicles are not permitted. MOTION: DiMonte moved, McKay seconded, to refer use of unlicensed vehicle concerns to the Planning Commission for comment and review as to proposed Township Code amendment; motion carried. No public comment.
- b. Resolution for Capitalization Policy – DiMonte reviewed Resolution 2021-8 adopting a capitalization policy. MOTION: DiMonte moved, Stumpo seconded, to enact Resolution 2021-8 adopting a capitalization policy to establish procedures for capitalizing assets; motion carried.
- c. Historical Committee Pre-procurement Requests – Don McKay reviewed the following pre-procurement requests: \$500.00 for floor finish repairs by the floor vendor due to epoxy paint splatter; and, \$300.00 for the mounting, framing, and labeling of the 1889 school class photo. Don McKay reported that the previous request for mulch for the beds will not be needed as Public Works has provided mulch. MOTION: Stumpo moved, McKay seconded, to approve the pre-procurement requests as discussed and in accordance with the budget; motion carried. Don McKay indicated a virtual open house may be considered

for October 2021. An in-person public opening of the Locust Grove Schoolhouse will be considered based on CDC COVID-19 guidelines. No public comment.

13. Old Business: no Old Business.
14. Correspondence: no correspondence.
15. Treasurer's Warrants: MOTION: McKay moved, DiMonte seconded, to approve the Bill Payment Lists for the period March 23, 2021 to April 26, 2021 recommended for payment by the Treasurer: General Fund - 56 bills totaling \$136,114.92; Highway Aid Fund - 4 bills totaling \$6,212.37; Township Facilities Fund - 3 bills for \$9,758.73; Capital Reserve Fund - 1 bill for \$15,014.20; Parks, Recreation and Trails Fund - \$115.00; motion unanimously approved.
16. Approval of Meeting Minutes:
 - a. DiMonte moved, McKay seconded, to approve the March 22, 2021 Meeting Minutes; motion carried.
 - b. DiMonte moved, McKay seconded, to approve the April 2, 2021 and the April 12, 2021 Special Meeting Minutes; motion carried.
17. Adjournment: at 7:57 p.m. Stumpo moved, McKay seconded, to adjourn the meeting; motion carried.


Susan Simone, Secretary


RICKI STUMPO, CHAIRMAN