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**Board of Supervisors Meeting  
Monday, May 23, 2022, 7:00 p.m.**

In-person attendance: Supervisors - Ricki Stumpo, Elaine DiMonte, and Raymond McKay;  
Don McKay, Chair, Historical Committee.

Public in-person attendance: 3

1. **Call to Order:** DiMonte called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.
2. **Sunshine Announcements:** no Sunshine Announcements.
3. **Announcements:** Don McKay announced that everything is coming together for the Locust Grove Schoolhouse Open House on June 4<sup>th</sup>. Baily has mowed the field across the street for parking and ice cream will be available. Temporary signage is in place advertising the event. No bus tours are scheduled but local groups will attend. There is no rain date. The event will run from 2:00 p.m. to 4:00 p.m.
4. **Public Comment Non-agenda Items:** no public comment.
5. **May 18<sup>th</sup> Work Session:** DiMonte noted the work session was cancelled.
6. **Kennett Area EMS Commission:** Alan Davis was not able to attend so Ray McKay reported that the May Commission meeting was fairly short with a focused discussion on the ambulance situation given the recent hospital closures. He indicated that PoMarLin has voted to join the response plan previously adopted by the EMS Commission.
  - a. Amending Predetermined Response Areas for Fire Protection - McKay reported East Marlborough Township switched providers on May 3<sup>rd</sup> from PoMarLin to Longwood Fire Company. PoMarLin will be co-dispatched and there is no loss of territory or funding. He reported that Kennett Township switched a year ago with Longwood Fire as the primary responder and Kennett Fire as the secondary responder. The response plan is administered by Longwood Fire. McKay expressed that currently Pocopson Township is split 60/40 between Longwood and PoMarLin. He shared that next month he would like to propose switching entirely to Longwood Fire with PoMarLin responding under the leadership of Longwood. The change would provide for the same training standards and response for both companies. DiMonte expressed that she was not entirely certain of the advantages in making a switch. McKay indicated that ultimately there will be equal and standardized training. The retention plan adopted by the Commission allows for one set of training standards which can be effectively administered by Longwood. DiMonte inquired as to the benefit to Longwood to receive 100% of the Township. McKay indicated that primarily, the benefit will be internal in the form of higher standards with the potential for financial savings. He noted that by example, savings occurred with the decommissioning of the Kennett Ambulance. McKay explained that the County will dispatch 9-1-1 calls based on the response plan that will be provided to them by Longwood. The map for the response plan will be created by the County and adopted by the Board by resolution. PoMarLin will continue to cover most of West Marlborough and Newlin Townships. DiMonte voiced concern that there may be a negative response from PoMarLin. Stumpo agreed noting that care should be taken so as not to offend PoMarLin. McKay will speak with EMS Commission Administrator Cuyler Walker and Longwood Fire Chief McCarthy before listing the proposal for the June public meeting agenda.  
PUBLIC COMMENT: Hal Hoffman asked if there are sufficient volunteers serving the

fire companies. McKay indicated that there are insufficient number of volunteers for either company.

**7. Public Works Report**

- a. Resolution for Paving in Place - DiMonte noted that the Board was apprised by Public Works Director Mark Knightly that due to the rising cost of oil, the Township may be overbudget for paving and road surface treatment. Treasurer Peter Barsz confirmed the overage but offered that there is a surplus of Liquid Fuels Funds that can be transferred for paving. A resolution will be prepared for the June meeting to increase the Highway budget line item. No public comment. MOTION: Stumpo moved, McKay seconded, to approve adopting Resolution 2022-09 authorizing the purchase of paving and surface treatment materials in accordance with the recommendation of the Southern Chester County Cooperative bid process; motion carried.

**8. Facilities:**

- a. New Township Administration Building -
  - i. Update - DiMonte reported that both supply chain issues and construction challenges are delaying the move-in date. Nevertheless, the Township is hopeful in overcoming those challenges and plan to move into the new building on June 10<sup>th</sup>.
  - ii. Review & Approval Applications for Payment - MOTION: DiMonte moved, McKay seconded, to approve payment in the amount of \$21,650.50 to BSS Contractors; \$11,207.03 to Lenni Electric; \$3,037.50 Application #4 and \$11,025.00 Application #6 to Gaudelli Bros., Inc.; motion carried.
  - iii. Change Order/Security - DiMonte reported that Lenni Electric had subcontracted the installation of fire and alarm communication to Keystone Fire and Security. However, the Board had contracted with Penn Security, the current fire/alarm vendor for the Township. Penn Security equipment is not compatible with that which is proposed by Keystone Fire and Security. MOTION: DiMonte moved, McKay seconded, to approve the purchase of a communicator box in the approximate amount of \$500.00 as proposed by Penn Security for the fire/alarm system; motion carried.
- b. Friends of Barnard Station ("FoBS") Request for Barnard House Entry - FoBS Representatives Hal Hoffman and Don McKay reported that they met with Ray McKay, Jim Noon, Township Building Inspector Fran McArdle, and Public Works Director Mark Knightly at the Barnard House to review the 2019 Memorandum issued by Keystone Municipal Services regarding occupancy requirements and tasks to be completed in advance of issuance of a certificate of occupancy ("CO"). Hoffman expressed that there are a few minor tasks to be completed in order to obtain the CO, specifically repair to the second-floor joists to remediate and reinforce the collapse of a floor/ceiling separation. The second-floor remediation work requires oversight by a structural engineer. Hoffman indicated that during the meeting at the site, areas identified included but were not limited to, the area above the kitchen and the ceiling/floor area above what is known as the "gathering room." Stumpo responded that the structural repair work would be the responsibility of the Township. DiMonte noted that of the Barnard House funds budgeted for 2022, there appears to be approximately \$12,000.00 available for the task. Ray McKay suggested that the funding would be more than adequate for both a proposal from a structural engineer and the work required to remediate the second-floor joists. Hoffman added

that the 2019 Memorandum includes installation of emergency exit signs and adequate parking. It should be easy to comply with these specific callouts. Don McKay presented that FoBS has plans to paint the area for the exhibit space. DiMonte asked if the proposed tasks by FoBS are documented in a report that might be submitted to the Supervisors. Don McKay indicated that Kathy Miller is the Secretary for FoBS and can provide written documentation of the restoration plans. In a separate matter, he indicated that work continues on the PA Museum and Historical Commission matching grant application that was presented to the Board during the January 3, 2022 reorganizational meeting. DiMonte suggested that FoBS is free to make use of any of the data submitted by a number of architects during the request for proposals for a feasibility study to determine the viability of building a new township building versus rehabbing the Barnard House as a municipal office.

MOTION: Ray McKay moved, Stumpo seconded, to authorize obtaining proposal for the services of a structural engineer and effecting the remediation repairs based on the accepted proposal at a cost not to exceed \$12,000.00; motion carried. Don McKay indicated that the Brandywine Valley Scenic Byway Commission ("Scenic Byway") reached out to FoBS regarding federal money or a grant opportunity for project work or planning related to the scenic byway. He noted Sarah Mims is the Pocopson Township Representative on the Scenic Byway Commission who provided FoBS with the preliminary outline of what will be a collaborative submission by several groups. The grant application will be submitted by PennDOT. PennDOT is relying on receiving narratives and information that will connect projects to Harriet Tubman and the Underground Railroad. Don McKay presented that the proposed funding supports projects within a corridor that runs up from Delaware instead of Route 1. It will be a multi-municipality submission that will include Strodes Mill in East Bradford and the "Walkable Chadds Ford" project. This is a preliminary presentation to the Supervisors to gauge interest. DiMonte expressed that participation in the Scenic Byway Grant Application is a great idea and sees no harm in moving forward. She also noted that perhaps FoBS will be awarded both grants. Board unanimously agreed to support participating in the Scenic Byway Grant Application.

9. **Planning Commission ("PC") Report May 4<sup>th</sup> Meeting:** Board noted submission of the May 4<sup>th</sup> report. DiMonte noted a correction in the report that the next regular public meeting of the PC is June 1<sup>st</sup> at 7:30 p.m.

10. **New Business:**

- a. Vacancies - Zoning Hearing Board and Elected Auditor - DiMonte acknowledged the Board's receipt of a resignation letter from J. Paul Haldeman, Alternate Member of the Zoning Hearing Board, indicating his relocating out of the Township as of September 1, 2022. She noted that the term appointment is for 3 years, and that Mr. Haldeman's term will expire December 31, 2025. McKay noted that Mr. Haldeman has served the Township for many years and his participation will be missed.

MOTION: DiMonte moved, McKay seconded, to accept the resignation of J. Paul Haldeman as Alternate Member of the Zoning Hearing Board and to post notice of the vacancy; motion carried. DiMonte acknowledged the Board's receipt of the May 12, 2022 resignation of Joyce Wertz who has relocated from the Township. Ms. Wertz was elected auditor November 5, 2019 to a 4-year term. The appointee will serve through the end of 2023 which is the next municipal election. Board recognized that the Solicitor has confirmed that the appointment must be made within 30 days of the

resignation. For this reason, a special meeting will be held to fill the vacancy.  
MOTION: DiMonte moved, Stumpo seconded, to accept the resignation of Joyce Wertz and submit legal advertising regarding the auditor vacancy as well as posting on the website and Constant Contact Platform and to hold a Special Meeting on Monday, June 13, 2022 at 6:00 p.m. to fill the vacancy; motion carried.

- b. Proposal to Update/Codify Township Code - Board reviewed the pre-procurement request submitted by the Secretary to codify 10 pieces of legislation enacted since 2020. The 2022 Budget includes a \$9,500.00 line item to update the Code. MOTION: DiMonte moved, McKay seconded, to approve the proposal submitted by General Code dated May 11, 2022 to prepare supplementation to update eCode360 to include legislation from 2020 to 2022 to date in an anticipated amount between \$7,215.00 and \$8,725.00; motion carried.
- c. SWM Best Management Practices/1090 Parkersville Road - DiMonte acknowledged signing the Stormwater Management Best Management Practices document for recordation to facilitate the Applicant's receipt of a building permit. McKay noted that the meeting packet did not include the full text only the recorded pages. Secretary indicated that the pages were omitted to reduce paper/copy costs. McKay voiced concern as to the trees that have been removed from the site having listened to the zoning hearing board presentation 4 years ago. He asked that township consultants check on the status of the tree replacement plan.
- d. PSATS Resolution for America250PA - DiMonte reviewed the request from PSATS to join in the 250<sup>th</sup> birthday of the U.S. in 2026 by adopting a resolution commemorating the event. MOTION: DiMonte moved, Stumpo seconded, to adopt Resolution 2022-10 in support of the mission of America250PA recognizing the 250<sup>th</sup> anniversary of the U.S. in 2026; motion carried.
- e. Exoneration Uncollectable County Real Estate Property Tax/Taylor's Run at Red Bridge 63-4-109.77 - DiMonte reviewed notice received from the County Tax Claim Bureau regarding the delinquent uncollectable real estate tax. Board approval is required for the Tax Claim Bureau to update its records to reflect only collectable tax liens which ensures efficient use of County resources. MOTION: DiMonte moved, Stumpo seconded to adopt Resolution 2022-11 authorizing the removal of the tax lien for Tax Parcel No. 63-4-109.77 as reviewed and recommended by the Township Solicitor; motion carried.

#### 11. Old Business:

- a. Parks, Recreation & Trails (PRT) Committee
  - i. Memorial Request - DiMonte reviewed the pre-procurement request to purchase and install a tree memorializing the volunteer work of Christopher Conaway who died February 23, 2022. MOTION: DiMonte moved, McKay seconded, to approve the expenditure of funds not to exceed \$600.00 for the purchase of a tree and plaque honoring the many years of volunteer service by Christopher Conaway; motion carried.
  - ii. Trail Signage - Board acknowledged a request from PRT to install trail signage indicating connecting points. Board took no action as additional information is required from the PRT.

#### 12. Correspondence:

- a. Letter of Support for Brandywine Red Clay Alliance Chester County ARPA Grant - Board acknowledged submission of the letter of support as requested.

- b. Letters of Recognition - Board thanked McKay for his donation of the U.S. Flag for outside the new building. McKay noted the letter to Delaney for the exemplary work by the contractor in cleaning up the Dance Hall parcel. Board acknowledged J. Paul Haldeman for his years of service to the Township. MOTION: DiMonte moved, Stumpo seconded, to approve the appointment of Jae Winter to the Parks, Recreation and Trails Committee; motion carried.
13. **Treasurers Warrants:** MOTION: DiMonte moved, McKay seconded, to approve the Bill Payment Lists for the period April 26, 2022 to May 23, 2022 recommended for payment by the Treasurer: General Fund 62 checks totaling \$148,820.10; 14 ACH transactions totaling \$586.08; Highway Aid Fund: 2 checks totaling \$718.24; Township Facilities Fund 9 checks totaling \$55,836.11; Parks and Recreation Fund 2 checks totaling \$248.55; motion carried.
14. **Approval of April 25, 2022 Meeting Minutes:** MOTION: McKay moved, Stumpo seconded, to accept the Minutes as reviewed and corrected; motion carried. McKay questioned the timing of submission of the draft meeting minutes. He noted his use of the draft as a means to follow-up on specific tasks and the ineffectiveness of receiving the minutes the day before a meeting. DiMonte noted that the minutes have been distributed a week before the public meeting. Secretary responded that the minutes, of late, have been lengthy and that time boundaries have been pushed given current increase in responsibilities. Secretary indicated the request is not out of line given that previous elected officials have asked that draft minutes be distributed well in advance of the public meeting. Time sensitive tasks relative to Municipalities Planning Code legal filings take precedence. Operational tasks can be rearranged to provide time for completion and submission of the draft minutes.
15. **Adjournment:** 8:07 p.m. Stumpo moved, DiMonte seconded, to adjourn the meeting.

  
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Susan Simone, Secretary

  
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Elaine DiMonte, Chairwoman