



P.O. Box 1, Pocopson PA 19366
Office: 610.793.2151 Fax: 610.793.1944
www.pocopson.org

Board of Supervisors Meeting Minutes Monday, September 22, 2025, 6:30 p.m.

The regular monthly meeting of the Pocopson Township Board of Supervisors was held on September 22, 2025, at 6:30 p.m. at the Pocopson Township Municipal Building, 664 South Wawaset Road, West Chester, PA 19382.

In attendance were Elaine DiMonte, Chairperson; Ricki Stumpo, Vice Chairperson; Mark Knightly, Public Works Director; and Neil D. Vaughn, Township Manager/Secretary.

There were seven guests in attendance.

- I. **Call to Order:** Chairperson DiMonte called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.
- II. **Sunshine Announcements**
 - a. None
- III. **Announcements**
 - a. Thank you to everyone who attended this year's Founders Day Celebration on Saturday, September 13, 2025, and a special thank you to the PRT Committee for their efforts coordinating the event.
 - b. The Board of Supervisors will hold a budget workshop on Monday, September 29, 2025, at 4:00 p.m. at the Township Administration Building.
 - c. The next quarterly update from the Chester County Prison to the Board of Supervisors and public will be on October 27, 2025, at 6:00 p.m. (prior to the October Board of Supervisors meeting).
- IV. **Public Comment**
 - a. Terry Gumper, Township Resident, questioned how the Township Earned Income Tax is distributed if someone lives within the Township and works outside the Township in a municipality that has a higher Earned Income Tax rate.
 - b. Linda Moore, Township Resident, provided a summary of the Chester County Prison Board of Inspectors meeting that was held on September 22, 2025.
- V. **Work Sessions**
 - a. The next quarterly work session of the Board of Supervisors will be on October 22, 2025, at 5:00 p.m.
- VI. **West Chester Library Annual Presentation**
 - a. Maggie Stanton, Director of the West Chester Library, provided an annual update to the Board of Supervisors that summarized the past year's activities, level of funding, and how residents are utilizing the library. Karen Myers, who serves on the Board of Trustees, commented that she has enjoyed her time serving on the Board as the end of her term nears.

VII. **Township Commission and Committee Reports**

- a. Planning Commission
 - i. The Planning Commission did not meet in September due to lack of agenda items.
- b. Historical Committee
 - i. The Historical Committee met on September 10, 2025. They discussed their final plans for Founders Day and Chester County Day where the Locust Grove Schoolhouse and Barnard House will both be open for tours at each event.
- c. Parks, Recreation, and Trails Committee
 - i. The Parks, Recreation and Trails Committee met on September 11, 2025. They discussed final details for Founders Day, specifically needs for set-up and the day of the event.
- d. Agricultural Security Area (ASA) Committee
 - i. The Agricultural Security Area Committee met on September 15, 2025, for their annual meeting. There have been no additions to the ASA since their last meeting, and the next 7-year review is due in 2027. The Committee make-up was reviewed, and a meeting date was selected for the 2026 annual meeting.

VIII. **Public Works Report**

- a. Public Works Director Knightly reported that Corinne Road will be paved on September 23, 2025, and the road will be closed while this is occurring; signage has been posted to alert motorists.

IX. **Kennett Fire & EMS Regional Commission**

- a. Township Manager Vaughn provided an update on the September 9, 2025, meeting held at the East Marlborough Township Municipal Building. Mr. Vaughn reported that: the Commission reviewed the financial reports and transactions as presented, the Administrator provided an additional option on a website provider for the Commission, the fire companies reviewed their activities which remained steady, and the 2026 Fire Company and Commission budgets were presented. The next meeting will be October 14, 2025, at the Kennett Township Building.

X. **Zoning Official Report**

- a. The Board acknowledged the receipt of the Zoning/Code Enforcement Activity Report dated September 15, 2025.

XI. **Old Business**

- a. None

XII. **New Business**

- a. 2026 Pension Plan Minimum Municipal Obligations (MMO)
 - i. Township Manager Vaughn stated the Minimum Municipal Obligation (MMO) is the yearly amount a Township is required to contribute into its employee pension plan. This amount is set by state law to make sure there is enough money to keep the pension fund healthy. The amount due as the Township's obligation is \$29,956. Chairperson DiMonte made a motion to approve the pension plan minimum

obligation in the amount of \$29,956, with a second by Vice Chairperson Stumpo. With there being no additional comments, the motion passed 2-0.

b. Township Medical Benefits Renewal

- i. Township Manager Vaughn reported that the Township's medical insurance is due for renewal on October 1, 2025. Various renewal options were explored, including consultation with the Township's previous benefits provider, Michael MacNeal of the BRIC Agency. Based on staff feedback, the Silver PPO Plan through Independence Blue Cross was identified as the preferred option for renewal. Chairperson DiMonte made a motion to approve the Township engaging with the BRIC Agency to serve as the Township's Medical Benefits Broker, to renew the Township Medical Benefits Plan as recommended, and to have the Township Manager execute any necessary paperwork on behalf of the Township, with a second by Vice Chairperson Stumpo. With there being no additional comments, the motion passed 2-0.

XIII. **Correspondence**

- a. None

XIV. **Treasurers Warrants**

- a. A motion was made by Chairperson DiMonte to approve the bill payment lists totaling \$126,435.85 for the period of August 26, 2025, to September 22, 2025, recommended for payment by the Township Treasurer that includes: 36 ACH transactions, 26 checks totaling \$62,584.54 from the General Fund; 2 checks totaling \$41,727.34 from the General Fund dispersing the 2025 foreign fire insurance funds in the amounts of \$8,345.47 to Po-Mar-Lin Fire Company, and \$33,381.87 to Longwood Fire Company; 4 checks totaling \$3,378.75 from the Liquid Fuels Fund; 1 check totaling \$11,716.00 from the Capital Reserve Fund; 1 ACH transaction totaling \$1,738.57 from the Open Space Fund; and 2 checks totaling \$5,290.65 from the Escrow Account, with a second by Vice Chairperson Stumpo. With there being no additional comments, the motion passed 2-0.

XV. **Approval of Meeting Minutes**

- a. A motion was made by Chairperson DiMonte to approve the August 21, 2025, Public Budget Workshop Meeting Minutes, and August 25, 2025, Board of Supervisors Meeting Minutes with a second by Vice Chairperson Stumpo. With there being no additional comments, the motion passed 2-0.

- XVI. **Adjournment:** Chairperson DiMonte made a motion to adjourn the meeting at 7:00 p.m. with a second by Vice Chairperson Stumpo. With there being no additional comments, the motion passed 2-0.

Respectfully submitted,



Neil D. Vaughn
Township Manager/Secretary