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Board of Supervisors Work Session Meeting Minutes Wednesday, October 22, 2025, 5:00 p.m.

The Quarterly Work Session of the Pocopson Township Board of Supervisors was held on October 22, 2025, at 5:00 p.m. at the Pocopson Township Municipal Building, 664 South Wawaset Road, West Chester, PA 19382.

In attendance were Elaine DiMonte, Chairperson; Peter Barsz, Treasurer; Sharon Gledhill, Bookkeeper; Mark Knightly, Public Works Director; and Neil D. Vaughn, Township Manager/Secretary.

Public in Attendance: Four (two in person; two virtual)

- I. **Call to Order:** Chairperson DiMonte called the meeting to order at 5:00 p.m. and led the Pledge of Allegiance.
- II. **Announcements**
 - a. The Chester County Prison will be providing an update to the Board of Supervisors and the public on October 27, 2025, from 6:00 p.m. to 6:30 p.m. prior to the October Board of Supervisors meeting.
 - b. Chairperson DiMonte noted that Vice Chairperson Stumpo was ill and could not attend the meeting.
- III. **Public Comment**
 - a. None.
- IV. **Discussion Topics**
 - a. 2026 Preliminary Budget Discussion
 - i. Township Manager Vaughn provided the final details for the proposed 2026 Township Budget. The budget will be ready for the October Board of Supervisors meeting where the Board will consider approving the proposed budget for advertising. Township Manager Vaughn stated that an executive summary and formal presentation will accompany the budget package that will be available to the public at the Township Office and posted on the Township website.
 - b. Denton Hollow File Storage
 - i. Township Manager Vaughn stated that there is a concern for mold at the Denton Hollow Road building, which stores much of the Township's historical files. Mr. Vaughn stated that he spoke to Belfor which provided a quote of \$4,139.17 to remediate the mold. It was discussed that rather than move forward with that expenditure, the Public Works Department will work on some initial steps to have the files placed in a better location. If additional action is needed following this, then it will be discussed with the Board.

c. 2026 Township Calendar

- i. Township Manager Vaughn presented the proposed meeting and holiday schedule for 2026. There were no corrections to the proposed calendar, which will be approved at the 2026 Organization meeting in January.

V. **Adjournment:** Chairperson DiMonte moved to adjourn the meeting at 6:13 p.m.

Respectfully Submitted,



Neil D. Vaughn
Township Manager/Secretary