



Board of Supervisors Meeting Minutes
Monday, December 11, 2017, 7:30 P.M.

Attendees: Supervisors Ricki Stumpo, Elaine DiMonte, Alice J. Balsama.
Public in attendance: 3

1. **Call to Order:** Stumpo called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.
2. **Sunshine Announcements:** DiMonte announced that the Board met with GKO Architects. DiMonte will provide a report under Agenda Item 9 "Facilities."
3. **Announcements:** Stumpo noted that Supervisors DiMonte and Balsama have completed 2 years of service as supervisors. She recognized and thanked them for all the work they have done. On December 7th, Stumpo attended the Kennett Area Fire and Emergency Services Regional Commission monthly meeting. Discussion points from the meeting included the proposed purchase of a fire truck.
4. **Public Comment Non-Agenda Items:** no public comment on non-agenda items.
5. **January 2018 Board/Public Meetings:**
 - a. Organizational Meeting Tuesday, January 2, 2018 - Stumpo noted that the Board is required by law to meet for the purpose of reorganizing for the coming year.
 - b. Regular Public Meeting, Monday, January 29th - Board discussed a proposed change in the meeting schedule for 2018 to one public meeting per month similar to that which is done by neighboring townships. DiMonte expressed that there may or may not be an impact on the residents in moving to one public meeting per month. She requested additional information in order to evaluate the impact on the Treasurer and Secretary as follows: (1) effect if any on Township financials with reducing bill paying to one time per month; and (2) administrative impact on the Secretary in preparing the meeting agenda, meeting packet, and collateral material. No decision was made as to January 29th as a public meeting date. Board agreed to defer the decision to the January 2, 2018 organizational meeting agenda.
6. **2018 Budget:**
 - a. Tax Rate Resolution 2017-18 - Stumpo reviewed the explanatory narrative provided by the Treasurer summarizing a typographical error in previous tax rate resolutions regarding the decimal point in the millage rate figures. The discrepancy in the mathematical expression relates to the language in the 2nd Class Township Code. Balsama noted that there are no tax implications as a result of the typo. **MOTION:** DiMonte moved, Balsama seconded, to approve adopting Resolution 2017-18 setting the Fire Protection Tax, the Ambulance, Rescue and Other Emergency Services Tax, and the General Fund Tax on real property in Pocopson Township; motion carried.
7. **Public Works Report:** Board approved the signing of the Traffic Signal Maintenance Contract effective January 1, 2018, submitted by Signal Service, Inc., for maintenance of the traffic signals at Route 926 and Pocopson Road and Lenape and Pocopson Road.
8. **Facilities:** DiMonte reported that the Board met with GKO Architects on December 1st. The meeting was also attended by Brian O'Leary, AICP, Executive Director of the Chester County Planning Commission, who toured the Barnard House. DiMonte indicated that

O'Leary was appreciative of the tour as it provided an opportunity for him to foster a better understanding and awareness of the facility. As a representative of the County, O'Leary will continue to be apprised of the next steps in the feasibility study. The next checkpoint meeting with GKO Architects will be in January at which time potential options for the facilities will be submitted. The Board anticipates that the options will be shared with the public in February.

9. **Zoning Official Report:** Board reviewed a report from the Zoning Official dated December 7, 2017, for the period August 10th to November 10th. Board noted the level of activity which included entries for new construction.
10. **Old Business:**
 - a. **Overlook Trail Update** - Stumpo reported that the Solicitor has prepared a draft agreement and Gilmore Associates continue to work on completing the survey and the legal description. Public Works would like to install the trail before March 2018. Board agreed and directed the Secretary to circulate the documents to the Overlook Circle HOA as soon as the documents are ready.
11. **New Business:**
 - a. **Resolution Recognizing Girl Scout Gold Award Recipient** - Stumpo reviewed Resolution 2017-19 recognizing resident Katelyn A. Keefer for having earned the Gold Award - the highest award in Girl Scouting. Ms. Keefer was not able to attend the meeting but her parents, Brian and Jill Keefer, shared with the Board the details surrounding the Gold Award Project which involved the creation of a documentary on the Holocaust highlighting the struggle of her grandmother and great uncle. Balsama expressed her admiration for the detail and the work Ms. Keefer put into the project and noted that Mr. and Mrs. Keefer must be very proud of the accomplishment. DiMonte commented she found the documentary to be moving and that the video quality appeared quite professional. The project can be found on line at <https://youtu.be/SEI3XxxhVmE>. The Board agreed that the project speaks to the human spirit and the message is timely. Stumpo commented that she was sorry that Ms. Keefer was not able to attend the meeting, but asked that Mr. and Mrs. Keefer extend the Board's great appreciation for the work that went into completing the Gold Award Project. **MOTION:** Stumpo moved, DiMonte seconded, to adopt Resolution 2017-19 honoring and congratulating Katelyn A. Keefer for achieving the status of Gold Award recipient; motion carried.
12. **Correspondence:** Board accepted the resignation of Suzy Breiseth from the Planning Commission. The Board is most appreciative for her years of service as a Commissioner and wish her all the best. DiMonte noted that this represents 2 vacancies on the Commission with December 31st as the deadline for letters of interest. Balsama suggested the Board revisit the matter to extend the deadline beyond December 31st.
13. **Treasurer's Warrants:** Stumpo moved, Balsama seconded, to approve the Bill Payment Lists for November 28 - December 11, 2017 recommended for payment by the Treasurer; General Fund: 26 bills paid totaling \$15,177.10; 6 debit card charges totaling \$810.47; Highway Aid: 4 bills totaling \$266.56; motion unanimously approved.
14. **Approval of Meeting Minutes:** DiMonte moved, Balsama seconded, to approve the Meeting Minutes for November 27, 2017 as submitted; motion carried.
15. **Adjournment:** At 7:58 p.m., DiMonte moved, Stumpo seconded, to adjourn the meeting; motion carried.


Susan Simone, Administrative Secretary


Ricki Stumpo, Chairman