



Board of Supervisors Agenda

January 3, 2023 | 7:00 p.m. | Red Clay Room: 423 Dalmatian Street Kennett Square, PA

- 1. Call to Order (Eden R. Ratliff)**
- 2. Board of Supervisors Positions**
 - a. Nomination for Position of Chair of the Board of Supervisors
 - b. Nomination for Position of Vice-Chair of the Board of Supervisors
 - c. Appointment of Township Secretary
 - d. Appointment of Township Treasurer
 - e. Appointment of Vacancy Board Chairman
- 3. Board of Supervisor Representative Appointments**
 - a. Appointment of PA State Association of Township Supervisors (PSATS) Convention Voting Delegate
 - b. Appointment of Chester County Association of Township Officials (CCATO) Representative
 - c. Appointment of Chester County Tax Collection Committee (CCTCC)
 - i. Primary Voting Delegate
 - ii. First Alternate
 - d. Appointment of Kennett Fire and EMS Regional Commission
 - i. Voting Commissioner
 - ii. Alternate Voting Commissioner
- 4. Appointment of Staff & Consultants**
 - a. Township Manager – Eden R. Ratliff
 - b. Director of Finance & HR Director – Amy Heinrich
 - c. Director of Planning & Zoning/Codes Enforcement Officer – Diane Hicks
 - d. Building Code Official – Rich O’Brien (Keystone Municipal Services inc.)
 - e. Chief of Police – Matthew Gordon
 - f. Right-To-Know Officer – Eden R. Ratliff
 - g. Fire Marshal – Bruce Mitchell
 - h. Deputy Fire Marshal- AJ McCarthy
 - i. Emergency Management Coordinator – Jeff Hammaker
 - j. Recycling Coordinator – Denise Serino
 - k. Township Solicitor – Dave Sander, Kilkenny Law, LLC
 - l. Township Labor and Employment Counsel – Patrick Harvey, Campbell Durrant, P.C.
 - m. Township Engineer – Stan Corbett, AECOM
 - n. Zoning Hearing Board Solicitor – Brendan P. Burke
 - o. Township Landscape Architect – Thomas Comitta Associates
 - p. Historic Consultant – Robert Wise, Richard Grubb & Associates

- q. Township Auditor – Mallie LLP
 - r. Township Real Estate Tax Collector – Berkheimer Associates
 - s. Township Earned Income Tax Collector – Keystone Collections
5. **Committee Appointments**
 - a. See Appendix A
 6. **Proposed Resolutions:**
 - a. [Resolution 2023-1 Consultant Appointments](#)
 - b. [Resolution 2023-2 Cash Escrow](#)
 - c. [Resolution 2023-3 Township Fee Schedule](#)
 - d. [Resolution 2023-4 Township Holidays](#)
 7. **2023 Township Public Meeting Schedule – See Appendix B**
 8. **2023 Emergency Services**
 - a. [Adoption of 2023 Fire, Rescue, and Ambulance Services Agreement](#)
 - b. [Resolution 2023-5 Emergency Service Providers](#)
 9. **Public Comment**
 10. **Adjournment**

Board of Supervisors Reorganization Agenda

Appendix A

Kennett Township Committee Appointments

1. Building Code Appeals Board
 - Shawn Knudson – *Three-year term effective January 3, 2023 through December 31, 2025*
2. Environmental Advisory Committee
 - Matt Sabo – *Appoint as Chair for the year of 2023*
 - Dave Gunyuzlu – *Three-year term effective January 3, 2023 through December 31, 2025*
3. Kennett Township Historical Commission
 - Diane McGovern – *Five-year term effective January 3, 2023 through December 31, 2027*
4. Land Conservation Advisory Committee
 - Steve Kuter – *Three-year term effective January 3, 2023 through December 31, 2025*
5. Planning Commission
 - Rudy Karkosak – *Four-year term effective January 3, 2023 through December 31, 2026*
6. Trails and Sidewalks Committee
 - Abbie Kessler – *Five-year term effective January 3, 2023 through December 31, 2027*
7. Zoning Hearing Board
 - Adam Singer – *Five-year term effective January 3, 2023 through December 31, 2027*
8. Brandywine Valley Scenic Byway
 - John Haedrich – *One-year term effective January 3, 2023 through December 31, 2023*

Board of Supervisors Reorganization Agenda

Appendix B

2023 Kennett Township Public Meeting Schedule

All Board of Supervisor meetings will be in-person until further notice- locations are still TBD.

All Committee meetings will be held virtually.

Meeting details including how to join can be found on the Township's website calendar.

Board of Supervisors

1st & 3rd Wednesday of the month at 7:00 p.m.

Environmental Advisory Council (EAC)

4th Tuesday of the month at 7:00 p.m.

Kennett Township Historical Commission

1st Thursday of the month at 7:00 p.m.

Land Conservation Advisory Committee (LCAC)

Will meet in Executive Session (not a public meeting) the 3rd Thursday of the month at 7:00 p.m.

Planning Commission

2nd Tuesday of the month at 7:00 p.m.

Trails and Sidewalks Committee

1st Tuesday of the month at 1:00 p.m.

Zoning Hearing Board

As Needed