



Board of Supervisors Agenda

January 6, 2025 | 7:00 p.m. | 801 Burrow Run Rd. & Zoom

1. **Call to Order (Alison Dobbins)**
2. **Board of Supervisors Positions**
 - a. Nomination and Election for Position of Chair of the Board of Supervisors
 - b. Nomination and Election 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-Tom Hrabal
3. **Board of Supervisor Representative Appointments**
 - a. Appointment of PA State Association of Township Supervisors (PSATS) Convention Voting Delegate-Katelynn Morgenstern
 - b. Appointment of Chester County Association of Township Officials (CCATO) Representative-Pat Muller
 - c. Appointment of Chester County Tax Collection Committee (CCTCC)
 - i. Primary Voting Delegate-Alison S. Dobbins
 - ii. First Alternate- Amy Heinrich
 - d. Appointment of Kennett Fire and EMS Regional Commission
 - i. Voting Commissioner- Richard Leff
 - ii. Alternate Voting Commissioner-Pat Muller
 - e. Appointment of Pennsylvania Municipal League (PML)
 - i. Voting Delegate- Geoff Gamble
4. **Appointment of Staff & Consultants**
 - a. Township Manager – Alison S. Dobbins
 - b. Director of Finance & HR Director – Amy Heinrich
 - c. Director of Planning & Zoning/Zoning Officer/Codes Enforcement Officer – Katelynn Morgenstern
 - d. Zoning Officer – Amy Ferris
 - e. Building Code Official – Rich O’Brien (Keystone Municipal Services Inc.)
 - f. Chief of Police – Matthew Gordon
 - g. Right-To-Know Officer – Alison S. Dobbins
 - h. Fire Marshal – Bruce Mitchell
 - i. Deputy Fire Marshal- AJ McCarthy
 - j. Emergency Management Coordinator – Jeff Hammaker
 - k. Recycling Coordinator – Denise Serino
 - l. Township Solicitor – Dave Sander, Kilkenny Law, LLC
 - m. Township Labor and Employment Counsel – Patrick Harvey, Campbell Durrant, P.C.

- n. Township Engineer –Carroll Engineering Corporation
 - o. Zoning Hearing Board Solicitor – Brendan P. Burke
 - p. Township Landscape Architect – Thomas Comitta Associates
 - q. Historic Consultant – Robert Wise, Richard Grubb & Associates
 - r. Township Auditor – Maillie LLP.
 - s. Township Real Estate Tax Collector – Berkheimer Associates
 - t. Township Earned Income Tax Collector – Keystone Collections
 - u. Special Counsel – Salzman Hughes, P.C.
- 5. Committee Appointments**
- a. See Appendix A
- 6. Proposed Resolutions:**
- a. [Resolution 2025-1 Consultant Appointments](#)
 - b. [Resolution 2025-2 Cash Escrow](#)
 - c. [Resolution 2025-3 Township Fee Schedule](#)
 - d. [Resolution 2025-4 Township Holidays](#)
 - e. [Resolution 2025-5 Emergency Service Providers](#)
- 7. 2025 Township Public Meeting Schedule – See Appendix B**
- 8. 2025 Emergency Services**
- a. [Adoption of 2025 Fire, Rescue, and Ambulance Services Agreement](#)
- 9. Manager’s Report**
- 10. Board of Supervisors Comment**
- 11. Public Comment**
- 12. Adjournment**

Topic: Board of Supervisors Hybrid Organization Meeting
Time: Jan. 6, 2025, 7:00PM Eastern Time (US and Canda)
Join Zoom Meeting: <https://us02web.zoom.us/j/81958975465>
Dial by Phone: +1 929 205 6099 US (New York)
Meeting ID: 819 5897 5465
Passcode: 454087

Board of Supervisors Reorganization Agenda

Appendix A

Kennett Township Committee Appointments

1. Environmental Advisory Committee
 - Matt Sabo – Appoint to a three-year term effective January 6, 2025, through December 31, 2027.
 - Matt Sabo – Appoint as Chair for the year of 2025.
2. Kennett Township Historical Commission
 - Ed Rahme – Five-year term effective January 6, 2025, through December 31, 2029
3. Kennett Township Planning Commission
 - Anne Verplanck – Four-year term effective January 6, 2025, through December 31, 2028
4. Kennett Township Trails & Sidewalks Committee
 - Christina Norland – Five-year term effective January 6, 2025, through December 31, 2029
5. Zoning Hearing Board
 - Joe O’Sullivan – Five-year term effective January 6, 2025, through December 31, 2029
6. Brandywine Valley Scenic Byway
 - John Haedrich – One-year term effective January 6, 2025, through December 31, 2025
 - Tina Bennett – One-Year term effective January 6, 2025, through December 31, 2025

Board of Supervisors Reorganization Agenda

Appendix B

2025 Kennett Township Public Meeting Schedule

All meetings are hybrid – in person in the Public Meeting Room or virtual via Zoom. 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.
with exception of October which will be the 2nd and 4th Wednesday*

Environmental Advisory Council (EAC)

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

Kennett Township Historical Commission

January 9th and then 1st Thursday of the month at 7:00 p.m.

Planning Commission

*Work Session 1st Tuesday of the month; no work session in November.
Meeting 2nd Tuesday of the month at 7:00 p.m.*

Trails and Sidewalks Committee

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

Zoning Hearing Board

As Needed