



## Board of Supervisors Meeting Minutes

Hybrid Meeting Via 801 Burrows Run Road & Zoom

May 18, 2022

7:00 p.m.

**Present:** Scudder G. Stevens, Vice Chair; Geoffrey Gamble, Esq., Supervisor; Eden R. Ratliff, Township Manager; Amy Heinrich, Finance & HR Director; Diane Hicks, Planning & Zoning Director; PJ Groff, Public Works Interim Director; Matt Gordon, Chief of Police; Dave Sander, Solicitor

**Absent:** Dr. Richard L. Leff, Chairman

### 1. Call to Order

### 2. Pledge of Allegiance

### 3. Embezzlement Recovery Update

There were no updates to provide.

### 4. Executive Session Announcements

There were no Executive Sessions to announce.

### 5. Meeting Minutes

#### a. March 16, 2022

[www.kennett.pa.us/DocumentCenter/View/5629](http://www.kennett.pa.us/DocumentCenter/View/5629)

#### b. April 6, 2022

[www.kennett.pa.us/DocumentCenter/View/5630](http://www.kennett.pa.us/DocumentCenter/View/5630)

#### c. April 20, 2022

[www.kennett.pa.us/DocumentCenter/View/5631](http://www.kennett.pa.us/DocumentCenter/View/5631)

#### d. May 4, 2022

[www.kennett.pa.us/DocumentCenter/View/5632](http://www.kennett.pa.us/DocumentCenter/View/5632)

*Motion to adopt the March 16, 2022 Board of Supervisor meeting minutes, the April 6, 2022 Board of Supervisors meeting minutes, the April 20, 2022 Board of Supervisor meeting minutes, and the May 4, 2022 Board of Supervisors meeting minutes was made by Gamble and seconded by Stevens. Motion passed 2-0.*

### 6. Business Items

#### a. Consider May 18, 2022 Bill Voucher

[www.kennett.pa.us/DocumentCenter/View/5633](http://www.kennett.pa.us/DocumentCenter/View/5633)

*Motion to approve the May 18, 2022 Bill Voucher in the amount of \$161,241.98 and to approve total transfers in the amount of \$1,929.83 was made by Gamble and seconded by Stevens. Motion passed 2-0.*

#### b. Consider 2018 International Property Maintenance Code and 2018 International Fire Code

[www.kennett.pa.us/DocumentCenter/View/5634](http://www.kennett.pa.us/DocumentCenter/View/5634)

*Motion to adopt the 2018 International Property Maintenance Code and the 2018 International Fire Code including Appendices B, C, D, and J of the 2018 International Fire Code was made by Gamble and seconded by Stevens. Motion amended by Gamble to advertise an ordinance for adoption of the 2018 International Property Maintenance Code and the 2018 International Fire Code including*

*Appendices B, C, D, and J of the 2018 International Fire Code. Stevens seconded the amended motion, which passed 2-0.*

Solicitor Sander said this must be passed by Ordinance and suggested the motion be amended to allow for the advertisement of that Ordinance to consider it for adoption at the next Board of Supervisors meeting.

**c. Consider Ordinance 296 – Kennett Township Coat of Arms**

[www.kennett.pa.us/DocumentCenter/View/5635](http://www.kennett.pa.us/DocumentCenter/View/5635)

*Motion to adopt Ordinance 296 for the Kennett Township Coat of Arms, Crest, Seal and Flag was made by Gamble and seconded by Stevens. Motion passed 2-0.*

There was a brief unveiling of the new Seal on the back wall that was hand-carved by Supervisor Gamble.

Public Comment: Richard Gaw, Chester County Press asked where the likeness of this will be appearing. Gamble explained that this will be an iterative process so that when business cards need to be replaced, they would be replaced then with the new logo. He hopes this will eventually include Police cars, Public Works trucks, logos on the building and flags out front as budget and common sense allow it. Gaw also asked about the influence of the Township residents. Gamble explained the long process and how the 40 options were narrowed down.

**7. Department Head Reports**

**a. Eden Ratliff – Administration**

[www.kennett.pa.us/DocumentCenter/View/5636](http://www.kennett.pa.us/DocumentCenter/View/5636)

**b. Amy Heinrich – Finance & HR**

[www.kennett.pa.us/DocumentCenter/View/5640](http://www.kennett.pa.us/DocumentCenter/View/5640)

Gamble asked if there was a way to alert those residents who will be getting their sewer bills late due to waiting on the Borough's reading and Heinrich said letters are being sent to them. Stevens asked if those affected could make an estimated payment to try to ease any burden of budgeting and Heinrich said yes, though she is hopeful the bills will go out before the end of the month.

**c. Diane Hicks – Planning & Zoning**

[www.kennett.pa.us/DocumentCenter/View/5637](http://www.kennett.pa.us/DocumentCenter/View/5637)

**d. PJ Groff – Public Works**

[www.kennett.pa.us/DocumentCenter/View/5638](http://www.kennett.pa.us/DocumentCenter/View/5638)

Groff added to his report an incident where the Chief of Police and two Public Works employees helped change a tire for a motorist on Bayard Road, complimenting everyone for helping the community.

**e. Matt Gordon – Kennett Township Police Department**

[www.kennett.pa.us/DocumentCenter/View/5639](http://www.kennett.pa.us/DocumentCenter/View/5639)

**8. Public Comment**

There were no public comments.

**9. Adjournment**

*Motion to adjourn was made by Gamble and seconded by Stevens. Motion passed 2-0.*

The meeting adjourned at 7:45 p.m.

Respectfully submitted,  
Eden R. Ratliff  
Township Secretary