



Board of Supervisors Minutes

August 18, 2021 | 7:03 | Remote Meeting Via Zoom

Present: Dr. Richard L. Leff, Chairman; Whitney S. Hoffman, Vice Chair; Scudder G. Stevens, Supervisor; Eden R. Ratliff, Township Manager; Amy Heinrich, Finance & HR Director; Diane Hicks, Planning & Zoning Director; Roger Lysle, Public Works Director; Matt Gordon, Acting Chief of Police; Dave Sander, Solicitor

1. Call to Order

Chair Richard Leff called the meeting to order at 7:03 p.m., explained how this hybrid Board of Supervisors Meeting would be conducted, thanked those who chose to attend virtually, and thanked those in person who were wearing masks. Hoffman reminded everyone of the website resource www.microcovid.org to help evaluate risks. Stevens urged everyone to continue to wear masks and to get vaccinated.

2. Township Recovery Update

Manager Ratliff had no update.

3. Executive Session Announcements

Ratliff announced that the Board of Supervisors met in Executive Session on August 10, 2021 and August 11, 2021 to discuss matters of personnel.

4. Meeting Minutes

a. August 4, 2021

(www.kennett.pa.us/DocumentCenter/View/4885)

Motion presented by Hoffman to adopt the August 4, 2021 Board of Supervisors Meeting minutes. Seconded by Stevens. Motion passed 3-0.

5. Old Business

a. Consider McFarlan Park Land Development Plan Extension

Planning and Zoning Director Diane Hicks recounted how the Board had recently approved an extension of this plan until September 1st and this motion before the Board tonight is to grant a longer extension.

Motion presented by Stevens to grant a further extension of the McFarland Park land development plan approval until January 15, 2022 conditioned on the Applicant submitting a plan documenting the proposed construction, deviations from the original land development plan, and compliance with current Township ordinance standards governing stormwater management, grading, and retaining walls for any such deviation unless the Applicant proves, in the sole discretion of the Township Engineer, that strict compliance with current standards will make construction of the building as originally proposed unfeasible and hence appropriate relief would be supported. Said plan will be

submitted on or before November 15, 2021 via the Township's grading, drainage, and erosion control permit process to assist the Board with understanding the impacts and acceptability of any further extension. Hoffman seconded. Motion passed 3-0 after the following discussion.

Discussion

- Hicks stated that this original plan was approved in 2003 was for three buildings, two of which have already been constructed. The Applicant has now come back to the Township to construct the third and was granted an original extension that expired in July 2021, which was extended by the Board to September 1, 2021 at a prior Board meeting conditioned on the submittal of a sketch plan showing the contrast of the plans to the Township's existing codes. That sketch plan was submitted and reviewed by the Board and this motion allows for a further extension so the Applicant can supply further details to the grading drainage and permit process.
- Hoffman said this is the best way to see what has changed with the codes to protect both the Township and the Applicant so that this project can be completed.
- Hicks commented that the Applicant's NPDES permit expired, which is what initiated this action.
- Stevens commented on his familiarity with the Applicant and explained how the Board and the Applicant met to discuss why continuing with the 2003 plan, which does not consider the updates the Township has made in their standards, would not be harmful to the township. If the difference is de minimis and the harm, if any, is minor, then it makes sense to support a meaningful citizen of the community. If there will be problem, more consideration needs to be given. Because the answer could not be presented at that meeting, this proposed extension makes sense to allow the Applicant to provide the information that can satisfy the Board.
- Leff asked if landscaping and sidewalks would be impacted. Hicks said that her understanding was that the current sidewalks would not be impacted but they should look at the landscaping when the requested plans, which will be more detailed than the sketch plans, are submitted as the landscaping ordinance has changed. Discussion continued about the importance of sidewalks.

6. New Business

a. Consider August 18th Bill Voucher

(www.kennett.pa.us/DocumentCenter/View/4887)

Motion presented by Hoffman to approve the August 18th Bill Voucher in the amount of \$49,886.85 and to approve transfers in the amount of \$4,707.53. Stevens seconded. Motion passed 3-0.

b. Consider Proposed Demolition: 101 Cold Springs Drive

(www.kennett.pa.us/DocumentCenter/View/4893)

Hicks provided background on this matter, which can be found in the link above. She detailed the process that has been followed thus far by the owner of 101 Cold Springs Drive, the current conditions and damage to the property, and the recommendation of the Planning Commission for demolition. She also reported the plans the owner has to build a new home and noted which historical features would be saved. Current owner, Ridge Larick, was present to answer any questions.

Discussion

- Leff asked for clarification if both the Historical Commission and the Planning Commission have reviewed this. Hicks answered yes and that both groups have made the recommended to the Board for demolition.
- Hoffman asked Larick which parts he was planning on preserving. Larick explained that he would be subcontracting Fairview Architectural Salvage, a demolition company which specializes in salvaging materials from home. The beams, the joists, the rafters, doors, trim, etc. would all be salvaged. Larick said he personally would like to keep the date stone and will keep the spring house as well.
- Stevens asked why he was saving the spring house. Larick explained that in addition to being a cool structure, there would be concerns for the riparian buffer given its proximity to a stream if disturbed. He said keeping it will help set the property apart and will be a conversation point about its history, which Jim Guthrie from the Planning Commission shared in detail with Larick.
- Stevens asked Larick to share estimated costs for demolition. Larick explained that his analysis showed a break even or profit scenario would not be attainable if he were to invest in bringing the current house back to livable conditions with high end finishes. Page 19 of the link above outlines the estimated costs. Stevens

asked how much it would cost to demolish the building, to which Larick answered \$14,000. He added that no one has lived in the home for 20 years and it is sad the previous owner let the house get to these conditions.

- Stevens asked about the sketch on page 20 of the linked document and Larick explained it was a sketch of what he is proposing to build in place of the original house.
- Stevens quoted the report by Robert Wise which stated the home appeared to be structurally sound. Larick said that Wise admits in that same statement that he is not a structural engineer, and neither is Larick, but he disagrees with that statement and listed the reasons why he does not feel safe in the current structure.
- James Jacoby (110 Cold Springs Drive), who lives across the street from this property, reported recent storm damage to the house and provided some history on the home and work done by the prior owner. In his opinion, the home due to the basement, mold, and constant flooding is not structurally sound.

Motion presented by Hoffman to grant approval of the demolition of the historical structure at 101 Cold Springs Drive. Stevens seconded. Motion passed 3-0.

- Stevens commented on the sadness that a building of character and historic note was not going to survive. He said that he hopes Larick will be able to turn the loss into something good for themselves and good for the community. Larick agreed and pointed out that the report from Wise was completed in 2009 and at that time it may have been more financially feasible to save it.
- Heinrich asked again for the name of the company tearing it down with a focus on saving whatever they could. Larick answered Fairview Architectural Salvage based out of Oxford.

7. Department Head Reports

a. Eden Ratliff – Administration

(www.kennett.pa.us/DocumentCenter/View/4888)

Ratliff shared his report available at the link above that provided an update on: COVID-19 precautions, mosquito surveillance by Chester County, a second grant submission to the Commonwealth Funding Authority Multimodal Transportation Fund to cover those funds not originally covered in an earlier award for the Magnolia Underpass and Birch Street projects, the timeline and expectation for the 5 Points Roundabout project, open positions at Kennett Township, and the proposed land development plan in East Marlborough located at 802 E. Baltimore Pike which impacts two Kennett Township neighborhoods.

b. Amy Heinrich – Finance & HR

(www.kennett.pa.us/DocumentCenter/View/4889)

Heinrich presented her monthly report (available at the link above) which highlighted the continued advancements of the new general ledger system, the virtual invoice approval process by Department Heads, and the automated reporting options. She said the budget process is underway and we will be reaching out soon to the specific Department Heads and community non-profits for their requests. Regarding sewer billing, they are getting ready to send out quarter one and quarter two billing in efforts to catch up. She reported that there will be a new employee joining the Public Works Road Crew starting next week and reiterated the open positions that Ratliff reported on: a Planner and an Accounting Assistant. Finally, she announced the launch of an employee review process in efforts to continue to move to best practices. She also showed and discussed the General Fund EIT YTD, Real Estate Tax YTD, and Transfer Tax YTD charts she pulled from the general ledger system.

Discussion

- Stevens asked if Heinrich if the reports during the budget period could include a column of proposed budget numbers for 2022. Heinrich said yes.
- Leff asked what happens if an invoice is not signed electronically. Heinrich said those that cannot be electronically approved will still have a physical signature on the invoices/delivery slip. Leff asked if the goal was to move all approvals to electronic and she said yes, they have been onboarding one Department Head a month to help everyone learn the system.

c. Diane Hicks – Planning & Zoning

(www.kennett.pa.us/DocumentCenter/View/4890)

Hicks reported that the Planning Commission met on August 11th and shared what they discussed. The Zoning Hearing Board is scheduled to hear ZHB 514: The Application of Chester County Veterinary Services and the

Historical Commission came before the Board on August 4th to share a presentation on the buildings at Spar Hill Farm. There were 24 Building/Zoning permits issued in the month of July and 5 Rental permits. More details are available from her report in the link above.

Discussion

- Hoffman asked for clarification on where the Chester County Veterinary Services was located at, and Hicks said next to the Naked Olive and added that this would take up the remaining 3,000 square feet of empty space in that building.

d. Roger Lysle – Public Works

(www.kennett.pa.us/DocumentCenter/View/4891)

Lysle shared his monthly report, available at the link above, which included recent storm cleanup, tree trimming in Knoxlyn Farm, recent painting of stop bars, crosswalks, and railroad crossings that will conclude once more paint becomes available, the completion of the 2021 paving program, recent installation of new drainpipes on Burrows Run Road and Bayard Road, the cleaning of the eight Township-owned pump stations, the new employee who will begin on August 23rd, and he concluded with a plea to Township residents to adhere to the signs at the recycling center as there have been items that are not approved put into the dumpsters and collected, which will affect the future price the Township pays for these services.

e. Matt Gordon – Kennett Township Police Department

(www.kennett.pa.us/DocumentCenter/View/4894)

Chief Gordon shared the contents of his report, available in the above link that listed current criminal and accident statistics, the continued precautions being taken by the KTPD in light of the uptick in COVID-19 cases, and he encouraged everyone to read the back-to-school safety tips provided in the linked report.

Discussion

- Stevens asked Gordon about the mention of Sonora in the back-to-school safety tips, and Gordon explained that he found this is information online and thought it valuable to share.
- Stevens asked about Gordon's chart on page 4 of his report that stated that 87.5% of the events for the Chester County Department of Emergency Services came from the Township. Gordon explained that those numbers show the monthly CAD report from the County and added that the unverified were also answered by the KTPD. Leff asked if this chart represented all calls answered by the KTPD and Gordon said yes. The numbers for Kennett Square, East Marlborough, New Garden, Pennsbury, West Grove, and West Marlborough represent the calls that the KTPD assisted on.
- Leff commented that the other municipalities also help the KTPD on calls through mutual aid. Gordon agreed and said that traditionally the Township had received more help than it has been able to offer prior to increasing their police department.

8. Public Comment

Discussion

- Geoff Gamble (560 Chandler Mill Road) wanted to put on the public record his congratulations on the groundbreaking at the new Kennett Library and he was grateful that Kennett Township was not the one Township who refused to participate. Leff commented that all the Supervisors were present at that event and Hoffman agreed that this is a good step forward and is excited that we will have a first class library and resource center.

9. Adjournment

Motion presented by Hoffman to adjourn. Stevens seconded. Motion passed 3-0.

The meeting adjourned at 8:11 p.m.

Respectfully submitted,
Eden R. Ratliff
Township Secretary