



Board of Supervisors Meeting Minutes

Hybrid Meeting Via 801 Burrows Run Road & Zoom

December 18, 2024

7:00 p.m.

Present: Geoffrey Gamble, Esq., Chairman; Richard Leff, Vice-Chairman, M. Patricia Muller, Supervisor; Alison S. Dobbins, Township Manager; Amy Heinrich, Director of Finance; Katelynn Morgenstern, Director of Planning & Zoning; Ted Otteni, Director of Public Works; Matt Gordon, Chief of Police; Dave Sander, Solicitor.

Excused:

1. Call to Order

Chairman Gamble called the meeting to order at 7:00pm

2. Pledge of Allegiance

Chairman Gamble led the meeting in the Pledge of Allegiance.

3. Executive Session Announcements

Solicitor Dave Sander announced that the Board met in an executive session on Wednesday, December 11, 2024, and Tuesday, December 17, 2024, to discuss matters of personnel.

4. Meeting Minutes

a. December 4, 2024, Meeting Minutes

Motion to approve the December 4, 2024, Meeting Minutes was made by Muller and seconded by Leff.

Motion passed 3-0.

5. Business Items

a. Consider December 18, 2024, Bill Voucher

Motion to approve December 18, 2024, bill voucher in the amount of \$114,387.22 and to approve the total transfers in the amount of \$80,664.76 was made by Leff and seconded by Muller.

Motion passed 3-0.

b. Consider adopting Resolution 2024-30: 2025 Tax Levy

Motion to adopt Resolution 2024-30: levying taxes on real estate property located in Kennett Township for the 2025 fiscal year was made by Muller and seconded by Leff.

Amy Heinrich, Director of Finance & HR stated this is a 0.1 mil (*one tenth of a mil*) increase in the real estate property tax rate

Motion passed 3-0.

c. Consider adopting Resolution 2024-31: Year-End Transfers

Motion to adopt Resolution 2024-31 authorizing the transfer of \$1,600,000.00 from the General Fund to the Capital Fund was made by Muller and seconded by Leff.

Amy Heinrich, Director of Finance & HR gave a brief overview. This reflects the yearly reporting and Kennett Township had a few one-time favorable outcomes.

Motion passed 3-0

d. Consider reauthorizing Resolution 2024-32: First Responder Tax Credit

Motion to adopt Resolution 2024-32: reauthorizing the First Responder Tax Credit for 2025 was made by Leff and seconded by Muller.

Vice-chairman Leff gave an overview of the tax credit for volunteers.

Alison Dobbins, Township manager, gave additional follow up stating that the Ordinance was passed in December 2023 and that the resolution be reauthorized yearly.

Motion passed 3-0.

e. Consider adopting Resolution 2024-33: Accepting a portion of Right of Way on Chandler Mill Rd. as a part of R. Marshall Phillips 2012 Trust minor subdivision/lot line change

Motion to adopt Resolution 2024-33: Accepting dedication of a portion of the right-of-way of Chandler Mill Road associated with the R. Marshall Phillips 2012 Trust Minor Subdivision/Lot Line Change was made by Muller and seconded by Leff.

Chairman Gamble recused himself.

Katelynn Morgenstern, Director of Planning and Zoning gave an overview of the subdivision request.

Ted Otteni, Director of Public Works gave follow up stating that when an additional 6.5ft of right of way on either side presents itself to the township, we tend to take it as it could be used for additional roadway improvements.

Motion passed 2 in favor and 1 abstention by Chairman Gamble.

f. Consider adopting Resolution 2024-34: Phorid Fly Infestation Threat

Motion to adopt Resolution 2024-34: Phorid Fly Infestation Threat was made by Leff and seconded by Muller.

Alison Dobbins, Township manager, gave an overview. This resolution will serve to encourage the State to explore and address the phorid Fly nuisance. The township does not have the authority to mandate the mushroom farms.

Amy Heinrich, Kennett Township resident, commented on her experience and neighbors that she has spoken to.

Chairman Gamble gave further comments.

Motion passed 3-0

g. Consider adopting Resolution 2024-35: Committed fund balances

Motion to adopt Resolution 2024-35: committing certain fund balances to the specified purposes as detailed in the resolution was made by Leff and seconded by Muller.

Amy Heinrich, Director of Finance & HR, gave an overview of the resolution stating this should be done yearly.

Motion passed 3-0.

h. Consider awarding second Medal of Merit

Motion to award Eden Ratliff the second Medal of Merit for Kennett Township was made by Gamble and seconded by Leff.

Vice-chairman Leff commented on Eden's time as former Township Manager and all the positive changes he implemented.

Motion passed 3-0.

6. Department Head Reports

- a. Administration
- b. Finance & HR
- c. Planning & Zoning
- d. KTPD
- e. Public Works

7. Announcements

Alison Dobbins, Township Manager announced that the offices will close tomorrow, Thursday, December 19th at 11:30AM. There are township holidays coming up, the offices will be closed on December 24th and 25th and December 31st and January 1st. The next Board of Supervisor's meeting will be the reorganization meeting which will be a different day than it usually it which will be Monday, January 6th at 7:00pm.

8. Board of Supervisor Comments

Vice chairman Leff reflected on the year when Alison joined the township.

9. Public Comment

Lauren Calagaro, township resident, commented on peddling, soliciting and trash ordinance violations. She recently spoke to Kate Morgenstern, Director of Planning & Zoning on giving notice to advertising businesses throwing rocks as a form of advertisement and if there were fines for additional violations.

Kate Morgenstern, Director of Planning and Zoning, addressed the Board of Supervisors as to what she and Ms. Calagaro are working towards within the code.

10. Adjournment

Motion to adjourn. The meeting was adjourned at 8:14PM.