



801 Burrows Run Road
Chadds Ford, PA 19317

BOARD OF SUPERVISORS MEETING via ZOOM MINUTES

October 21, 2020
7:00 p.m.

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; Roger Lysle, Public Works Director; Matt Gordon, Acting Chief of Police; Dave Sander, Solicitor

1. CALL TO ORDER

Chairman Leff called the meeting to order at 7:00 p.m., reminded everyone how the meeting would proceed, and gave a brief COVID-19 update. Hoffman added information about a new app called COVID Alert PA. Stevens reminded everyone that while keeping physical distance is important, keeping in contact with one another is crucial to combat loneliness and the shorter lifespan loneliness can bring on.

2. TOWNSHIP RECOVERY UPDATE

- Ratliff had no significant update other than that the Township has been communicating with the District Attorney's office and despite COVID-19 delays, this case is moving forward.

3. EXECUTIVE SESSION ANNOUNCEMENTS (ACTION ITEM)

Hoffman announced that an Executive Session was held on October 19th to discuss potential litigation.

Public Works Director Roger Lysle announced and introduced Paul (PJ) Groff who was recently hired to fill the position of Foreman on the Road Crew. Everyone joined in welcoming him and Ratliff thanked the Board of Supervisors for their support in allowing the Township to fill this vacancy.

4. MEETING MINUTES (ACTION ITEM)

Motion presented by Hoffman to adopt the August 19, 2020 Board Meeting minutes. Stevens seconded the motion. The motion passed unanimously after the following discussion.

Discussion:

- Hoffman asked when the minutes from the last meeting would be finished. Gretchen Flack commented that they are in progress and reminded everyone that the meetings are three or four hours long so it takes longer to get them done.

5. OLD BUSINESS (ACTION ITEMS)

- a. None

6. NEW BUSINESS (ACTION ITEMS)

- a. **Consider the October 21st Bill Voucher in the Amount of \$819,903.98**
(www.kennett.pa.us/DocumentCenter/View/4340)

Motion presented by Hoffman to approve the October 21, 2020 Bill Voucher in the amount of \$819,903.98. Total transfers equal \$119,796.28. Stevens seconded the motion. The motion was passed unanimously after the following discussion.

Discussion:

- Hoffman asked about the Pitney Bowes contract and Heinrich reported that Kennett's Procurement Specialist Denise Serino discovered that Pitney Bowes was charging the Township for an item that is not ours and got the Township a refund for \$11,000 going back four (4) or five (5) years. Heinrich said there are other contracts that Serino is looking in to as well.

- b. **Consider Granite Ridge Phase II Escrow Release**
(www.kennett.pa.us/DocumentCenter/View/4341)

Motion presented by Hoffman to approve the release of Granite Ridge Phase II Escrow Release 4 in the amount of \$99,498.23. Stevens seconded the motion. The motion was passed unanimously after the following discussion.

Discussion:

- Leff asked if this was the last escrow release and Heinrich answered yes. Leff said this was a long time coming.
- Stevens outlined a problem with water that was flooding a lower field. He said he was pleased to see the September 15th letter from AECOM addressed this by stating that they mitigated the impact of associated stormwater discharges to the neighboring property and went on to say they recommend this final release. Stevens added that this has taken at least two (2) years.
- Hoffman commented that given the length of time this took, she is glad it was finally sorted.
- Heinrich explained that this release was a Letter of Credit, not a cash refund. After Stevens asked for further clarification, Heinrich explained that per the M&T Bank documents included in the Board Packet for this item, this allows the bank to release the letter of credit the bank was holding on their behalf.
- Ratliff thanked the Township engineers, AECOM, along with Diane Hicks, Director of Planning & Zoning and Roger Lysle, Director of Public Works as this was complicated but through everyone's hard work and persistence, they collectively got it figured out for everyone's benefit.

- c. **Consider Enterprise Rent-A-Car Escrow Release 1**
(www.kennett.pa.us/DocumentCenter/View/4342)

Motion presented by Hoffman to approve the release of Enterprise Rent-A-Car Release 1 in the amount of \$91,102.80. Stevens seconded the motion. The motion was passed unanimously after the following discussion.

Discussion:

- Stevens referred to the letter from AECOM in which they stated they have no objections to this release. Given that, Stevens stated he is in favor of releasing this escrow.
- Hoffman complimented the engineers and thanked them for their attention of detail for catching two things on the list that had not yet been completed and adjusting the escrow amount accordingly.
- Leff agreed and Heinrich added that there have been a few other times AECOM has made adjustments. She spoke to their attention to detail. Hoffman said that adds to the confidence the Township has in AECOM.

7. 2021 BUDGET SCHEDULE & PROCESS

www.kennett.pa.us/DocumentCenter/View/4355

- Ratliff reminded everyone that at the purpose of this is to present all the requests. No decisions are being asked for at this point. Heinrich explained the schedule and said that they will be recommending a special meeting next week to cover Fire and EMS in greater detail. Ratliff said he feels the Board would benefit from a review of the last three (3) years of the Regional Fire and EMS Commission. Kennett Township is the largest contributor to that Commission and given their request for a 15% increase (\$500,000) warrants more details. He also said there is a recommendation by that Commission that would be too much to pack into a regular meeting.
- Stevens, who is the Kennett Township representative on the EMS Commission, explained that Kennett agreed to not increase what they were collecting for three (3) years. Now that three (3) had passed, consideration had to be made to catch up. He stated that the settlement agreement was set by the Commission and was accepted in some cases unenthusiastically.
- Ratliff said there are two different discussion: one surrounding the amount Kennett will contribute to the EMS Commission based on an agreed upon Memorandum of Understanding (MOU) and the other discussion surrounding the recommendation by the Commission about EMS service delivery. The first topic does not allow for a lot of discussion as the Township is obligated to pay. The second topic may require action by the Board of Supervisors but is not necessarily related to budget discussions.
- Stevens feels that addressing the EMS service delivery now would be confusing to these budget conversations and feels it is a more long-term discussion involving Kennett Fire and Longwood Fire companies.
- Leff said he felt a special meeting would be beneficial and there was discussion about the date for that meeting. Thursday, October 29th worked for the Fire and EMS conversations and a special meeting the week of November 9th would be decided upon offline.
- Community and Economic Development – Kennett Area Parks & Recreation Board:
 - Leff asked if they ran any events in 2020 and what happened to the money budgeted for 2020. Heinrich answered that the Township did not disperse any money in 2020. She did not have a total number of participants KAPR served in 2020.
 - Heinrich commented that this was funded from the Open Space budget, but as it currently stands, this does not fit within the Open Space budget constraints.
 - Stevens commented that per his recollection, this is a lower request than years past and all agreed that was accurate.
- Community and Economic Development – Kennett Area Senior Center:
 - There was discussion about all the activities the Senior Center offers.
 - Leff asked if they were opened during the pandemic and Heinrich said they are providing some counseling services via Zoom.
 - Hoffman commented on the value of the Senior Center.
 - There was discussion about the change in amounts requested because they requested \$500 less.
- Community and Economic Development – Historic Kennett Square:
 - Ratliff, as a Board member for HKS, said that this request is separate from the already agreed upon MOU (which has not yet been executed as they are waiting on the Borough to approve it) and focuses on the general operating support.
 - Ratliff and HKS Director Bo Wright stated that the request of \$20,000 has been made and met for the past several years.

- Leff asked what the extra \$5,000 would be used for this year, as their total request for 2021 is \$25,000. Wright answered that they have seen increased cost for staffing and event revenues have been down this year and foresee them being down for at least the beginning part of 2021 due to COVID-19. He added that they anticipate less contributions from vendors in 2021 as they likely will be in no position to contribute financially this year as they have in the past.
- Stevens commented that it should be left up to these entities to manage their own budgets and requests versus nickeling and diming them. Leff replied that asking why additional revenue from the Township is being requested is not an unreasonable question. Stevens said he never said he thought the question was unreasonable, rather was speaking to his philosophical approach to this process.
- Hoffman pointed out that these discussions must be had as revenues are also down for the Township.
- Leff asked if this would come out of the General Fund. Ratliff confirmed.
- Heinrich asked if the Main Street programming is more specific to the Borough and asked how much the Borough contributes. Wright answered the Borough has regularly contributed \$40,000 and while most of these programs happen in the Borough, their efforts and events benefit Township residents.
- Ratliff asked for a more concise explanation on why the taxpayers in Kennett Township should be contributing \$25,000 to the development of Main Street in the Borough, especially when they are already (theoretically) contributing \$55,000 to the Economic Development Director which focuses a lot on the Borough. Wright answered that while there is overlap between Economic Development work and Main Street work, he said the Economic Development focuses on the physical, built environment and the Main Street work focuses on the activation of that built environment. He went on to give examples using Christmas decorations. Ratliff asked if having an attractive downtown area is a benefit to the Township residents as they are active users of that downtown area. Wright confirmed.
- Stevens commented that the Township’s “downtown” area is the Borough, and it is unique that they are separate municipalities. He said generally when the Borough is doing well, the Township is doing well and spoke briefly about the history of the relationship between the two municipalities. He said he is in favor of supporting the efforts of Historic Kennett Square.
- Leff agreed to Steven’s comment of the Borough being the downtown for Kennett Township. Hoffman also agreed but stated that while she wants to continue to offer support, there are not unlimited funds and hard choices will have to be made.
- To Hoffman’s comment, Heinrich stated that while the full budget picture has not been presented publicly yet, she believes we will come up short and that either a lot will need to be cut or funds will have to be raised. She said one criticism of the budget process last year was that we got to the end and reported we were short and needed to look at the option to raise taxes. This created a freak out. The purpose of this process is so the public sees all the requests and understand the full picture so that when we get to the end, everyone will understand why we need to make the cuts and/or raise more funds.
- Community and Economic Development – Brandywine Red Clay Alliance:
 - Hoffman asked what the Campaign Donation was. Heinrich said for their fundraising campaigns.
 - Leff asked if there were additional phases of the Anson B. Nixon restoration project. Heinrich said she did not believe so, that this specific project will be finished after phase two of \$30,000 in 2021. She added that this organization is a key partner to helping find other similar opportunities in the future.
 - Leff summarized this request as \$30,000 already agreed upon plus the additional optional \$2,000 request.
 - Stevens commented that he is in favor of keeping this relationship strong, that what they give us far outweighs what we give them. Hoffman agreed and said this is a win-win for everybody as they improve the environment and making the whole area much more attractive.
- Community and Economic Development – Christina Watersheds Municipal Partnership:
 - Dina McIlvaine, Finance Specialist for Kennett Township, explained they are an umbrella corporation that coordinates many different organizations to decrease the costs going to PADEP. It is a cost savings thing so that rather than each organization paying PADEP, only Christina Watershed does.
 - Hoffman said that because this is a new ask/spend, she would like to see more details and get more information.

- There was discussion about the relationship between this and the Brandywine Red Clay Alliance and how perhaps this was done in the past but labeled as something else prior to Heinrich joining the staff. Heinrich said she would figure it out.
- Stevens asked if this was a Delaware organization, and stated that while he too would like more information, he is conceptionally in favor of supporting regional organizations that support shared physical resources.
- Community and Economic Development – The Kennett Flash:
 - Heinrich asked if Stevens spoke about this in-depth last year, to which he said no. He thinks that while it is a nonprofit, it feels more like a for-profit business and he stated that they were not the highest on his list of priorities.
 - Ratliff reported that he has a meeting scheduled with The Flash next week so he can report more specifics later.
 - Hoffman is looking forward to that additional information as an increase in \$4,000 would have to come from somewhere else.
- Community and Economic Development – Chescobus SCCOOT (TMACC):
 - Leff asked what their ridership was during COVID-19. Heinrich did not know.
 - Ratliff said that there are residents that depend on the SCCOOT bus and that ridership is no doubt down due to COVID-19. He also clarified that the County is involved but does not run this. He expected their request to be even higher and was surprised by an increase of only \$500 from last year. He also said they are heavily involved in SCCON (Southern Chester County Opportunity Network).
 - Stevens said that if he were to look at The Flash and SCCOOT, he feels there would be more value to SCCOOT as not everyone has their own means of transportation. He spoke to the history of public transportation in Kennett and Chester County and said public transportation is vital to the vitality of a community.
 - Hoffman added that she expects this need will increase.
 - Stevens said that those who may not be able to ride right now because of COVID-19 will want to come back once the pandemic is over. If it is not supported now, there might not be anything to come back to.
- Community and Economic Development – Library Capital Contribution:
 - Heinrich stated that this expense was a previously committed to.
 - Leff asked if they are planning to start construction next year and Heinrich said that was the original plan. Although not sure where their timeline is now, we are expecting an update from them soon.
- Community and Economic Development – Brandywine Valley Scenic Byway Commission:
 - Stevens asked if one of the six municipalities was in Delaware. Heinrich said no, the included townships are: Chadds Ford, Pocopson, East Bradford, Pennsbury, Birmingham and Kennett.
 - Leff asked if each municipality contributes equally. Heinrich said no based on the fact Kennett contributes 20%.
- Community and Economic Development – Trails and Sidewalk Committee:
 - Stevens asked what specifically would need to be considered for this 2021 budget and if the \$1.7 million grant was applicable to this budget. Heinrich explained that the Magnolia Underpass grant will have a match over several years. The \$1.7 million grant he is referring to is the grant already awarded. She and her team have been working to make sense of the documentation of this grant, as it is not clear what has already been spent. To date, her best estimate is that of the total \$900,000 match, \$640,000 has been spent leaving the net spend of our match remaining at ~\$260,000 which must be spent by June of 2021. She added that they will try for another extension, but this amount will likely be part of the 2021 budget.
 - Hoffman asked if any of that money can come out of the Open Space Fund to which Heinrich and Ratliff answered that it would not qualify to be spent from that fund.
 - Ratliff added that we will not know until February of 2021 if we will be able to extend the grant.
 - Heinrich noted that the ~\$640,000 that has been spent was on the Chandler Mill Bridge.
 - Christina Norland, chair of the Trails and Sidewalk Committee, explained where these projects are located and their value, that the Magnolia Underpass grant award is expected in March, will be a multi-year spend if awarded, and elaborated what the funds from the \$1.7 million grant have been and will be used for.

- Leff asked if the \$26,000 of additional trails consultant time was being asked for in 2021 and if that would be spent against the remaining \$240,000 of the \$1.7 million grant. Norland clarified that the additional trails consultant time is separate from the grant match and that is a high estimate as not all the proposed time may be needed by the consultants.
- Stevens stated that he is not opposed to working on the Greenway, as that has already been committed to. He wanted to know what the line items are for this specific budget request. Heinrich explained again the difficulties of nailing down specific line items as some of this work falls under other general ledgers (engineering, grant management, etc.). She said they are presenting the big picture here and will be adding specifics to the applicable GLs soon.
- Leff asked Norland to elaborate on the ~\$26,000 request for the trail consultants. She said that the Township has done well in reining in the time spent by the consultants and their time is for very specific scopes of work. She gave some examples of how extra projects could arise that are not included in those predefined scopes of work and explained that this amount is not a guarantee spend. She said this is a high estimate, in her opinion, which she hopes to refine in the coming weeks and this is to cover those critical requests that do not fit into any existing scopes of work. If that happens, the Board will have to approve the additional requests before any of the \$26,000 is spent.
- Hoffman said it would be helpful if these projects were clearly defined as “what needs to be done” or “would be nice to have” given the tight budget circumstances, as it they may need to postpone those non-emergency items for a year.
- Heinrich added based on one of Norland’s hypothetical scenarios that if open space is acquired, a percentage of the work done to acquire that by the consultants would be eligible to come from the Open Space Fund.
- Heinrich also stated that her preference would be to put this amount to the bare minimum and approve the exceptions should they arise. She then explained more specific line items
- Beth Thomas (126 W Hillendale) stated via Zoom chat, “I would like to ask what are we doing for safety precautions on these trails. A lot of these trails go back into wooded area and I don't use them because I am walking alone.” Ratliff said that was a good question and a difficult one to answer. Generally speaking, trails are viewed as dusk to dawn and the nighttime element makes it difficult. He gave examples of how safety is viewed holistically and said it is something that is circulated a lot and something we are trying to add context to. There was more discussion about different safety scenarios that are being considered. Norland added that the future segments increase safety in public places, such as on South Street where there is currently no safe way to walk along that road. Heinrich mentioned the blue light phones as something to consider.
- Nancy Dunbar (314 Longwood Dr) asked via Zoom chat, “when will the Stateline Woods Preserve reopen and where can I find the maps of the trails on the website?” Ratliff said that while he is not aware of Stateline Woods being closed, that is a property owned by The Land Conservancy for Southern Chester County and that all questions should go to them. Their website along with the Kennett Greenway website has information about the different trails.
- Diane McGovern (345 E Hillendale Rd) asked via Zoom chat, “how much of the \$1.7million grant money has been spent?” Heinrich answered \$640,000 has been spent on the Chandler Mill Bridge.
- Community and Economic Development – Kennett Township Historical Commission:
 - Leff asked if the Historical Commission used their \$1200 last year. Heinrich said no and that she was trying to get more information for the Historical Commission. She encouraged them to come to the Township building to get any supplies they need and to print from there as well. Regarding upcoming activities, she said it is difficult to predict given COVID-19. Leff said he would like to have a better idea of what will be used rather than keep a buffer.
 - Hoffman commented that the point she hopes to communicate is that the Township has less tax money this year due to COVID-19 and while she knows many local organizations are struggling, the Township must be accountable for every dime spent. Even if the old way to figuring out the budget allowed for groups to earmark money in case they need it, it cannot be done that way anymore. Committees need to provide as many details as possible for their future expenditures.
 - Nancy Dunbar (314 Longwood Dr) asked via Zoom chat, “not sure if this is covered under Historical Commission, but what is the current occupancy status of the Pines/Fussell House? there was talk about the police station moving there and is that included in the 2021 budget?” Heinrich stated that

- there is nothing in the budget regarding the Police using the Fussell House and Leff gave a status update on the property being preserved inside with utilities. Ratliff said there are conversations with some nonprofits about using that property, but he does not foresee any substantial progress in 2021 and the Township is looking at options to see what the best use of that property would be. Hoffman reminded everyone of the recognition of this property as part of the Underground Railroad by the Department of Interior
- Community and Economic Development – Barkingfield Habitat Action Group:
 - Heinrich explained that this group is a result of the Land Stewardship position, which is no longer being staffed. Ratliff added that he is looking for an official planning document to guide this unofficial committee.
 - Heinrich stated that there needs to be additional work to ensure that some of the requests can be funded from the Open Space Fund.
 - Hoffman said she would like to know more specifics on an insect zoo and McIlvain said that she could share the more specific details with her.
 - Leff asked if this request dealt with the entire property. Ratliff answered no, only the lower meadow. Heinrich added the maintenance of the other fields and the porta potty are in the Open Space Fund.
 - Community and Economic Development – Deer Management Committee:
 - Ratliff commented that this Committee has been incredibly active, but they do not require a lot of money, and said that there are discussions about perhaps increasing their activities in 2021.
 - Hoffman said she would like this Committee to have better communication to alert the public to deer and hunting safety measures and is concerned if hunting activities find their way onto residential properties. Ratliff clarified the role of the Committee and that the use of firearms would fall under a Township Ordinance to be enforced by the Police. There was further discussion on how the public could be better informed and Ratliff said this is something the Township would work on.
 - Heinrich again said she is encouraging the Committees to use the supplies at the Township office and even at the Public Works Shop.
 - Heinrich explained and discussed with the Board a few other line items such as the Mushroom Festival, the Holiday Village, and the Library Scholarship Program as well as a grant for Planning and Zoning.
 - Fire and Ambulance
 - Heinrich gave an overview of the Kennett Fire & EMS Commission that services six (6) townships. Kennett Township uses the majority of the resources and therefore pays the highest amount of the total expense. She explained the 15% budget increase across the six (6) townships, which equates to an almost 26% increase that the Commission determined Kennett Township will owe.
 - Leff asked if the number of fire/rescue responses included false alarms. Stevens stated he assumes the calculations include the false alarms because they are always included in the monthly reports from the fire companies. Ratliff agreed.
 - Leff asked if Heinrich could find out more about the metrics used to determine the increase. Stevens said that the calculations being compared were the original metrics from 2017. Hoffman added the additional data and information she would like to see to help understand why the amounts owed by the different townships seems skewed. Discussion on the changes in metrics over the years ensued.
 - Ratliff reminded everyone that per the MOU with the Commission, the Board is not in a position to deny the increase the Commission has requested. Hoffman understood but noted the Commission is coming up for renewal so we have to decide if we want to continue on in this agreement and how the Township can anticipate expenses in the future. Heinrich reported that Kennett Township is between 26% and 34% of the use of each of the metrics, which averages to 30%.
 - Leff questioned if one particular metric was driving these increases more than another. Hoffman brought up the increase in high density developments in Kennett Township and Stevens spoke to the cost of developing versus Open Space.
 - Leff talked about questions he has for the Commission.
 - Stevens delineated the two issues at hand: the first being the 15% increase and the second being the efficiencies of the Commission and fire companies. He said that the second becomes very complicated for many reasons including historical tensions between Kennett Fire Company and Longwood Fire Company. He suggested that representatives from both companies be present at a

- meeting to answer the questions Leff had and listed a number of scenarios with complex implications those scenarios have for the entire region. He said it is more than an issue of money.
- Ratliff pointed out that the Commission does not have independent decision-making authority. For EMS Service Delivery, what Stevens was referring to, would require formal action by the Board of Supervisors, which was a recommendation by the Commission in ~2018, along with action by the Borough Council independent of the Township's action or inaction.
 - Hoffman recounted a conversation she had with Gina [from Kennett Fire Company] who reported that Kennett Fire and Longwood Fire were working together to utilize the same billing services to eliminate the dual bills and an ambulance club. This excited Hoffman to know that the two companies were working well together.
 - Heinrich asked when the Commission was up for renewal. Ratliff clarified that the Commission is ongoing but that there are stipulations in the MOU that would allow a municipality to exit. He also reminded everyone of the decision to hold a separate meeting to continue this discussion.
 - Nancy Dunbar (314 Longwood Dr) stated via Zoom chat, "I agree we need to analyze the root cause of the increase and maybe take some proactive measures to decrease these expenses on the future." She also asked via Zoom chat, "does that include supporting the residents of Kendal/Crosslands? And if Kendal is included, the residents don't pay taxes directly to the Twp, so how does Kendal reimburse the fire/em[s], or the township for their usage. Also does this include the calls to Longwood gardens." Hoffman said she believes that while the residents do not pay directly, the community does and that it is part of the resident's monthly fee. Heinrich confirmed that the community pays the real estate taxes. Ratliff said that Kendall at Crosslands receives EMS delivery services by default and is subject to the municipality's territory lines. Hoffman added that Crosslands is in Pennsbury Township and Kendal at Longwood is in Kennett Township. To the Longwood Gardens question, Ratliff said any call for emergency service (fire or EMS) in the region is relevant to this conversation. Ratliff noted that the Commission does not fund the municipality's entire EMS budget as they do their own billing and fund drives in addition to the Commission.
 - Stevens said that the health, safety, and welfare of the community is a primary responsibility of the Supervisors and Township Manager, which is ambulance, fire and police. Ratliff agreed and added roads and infrastructure.
 - Heinrich stated that this is the beginning of a longer conversation and not all answers would be figured out in one meeting.
- Local Service Tax

Motion presented by Stevens to authorize advertising the consideration of a Local Service Tax for the 2021 Budget. Hoffman seconded the motion. The motion was passed two to one after the following discussion. Leff dissented.

- Heinrich highlighted the fact that there were a lot of budget requests and not a lot of revenue. A Local Service Tax (LST) is one option to increase revenue for 2021. She explained the details of this tax which is designed to provide services to those who work in the Township, regardless of where they live. She also explained the Real Estate Tax and the Earned Income Tax. The LST is capped at \$52 annually, is only applicable for those who make over \$12,000 and is estimated to generate between \$190,000 and \$210,000 annually for Kennett Township.
- Heinrich detailed other options for bringing in additional revenue, including increasing Real Estate Tax. There was a discussion between Leff and Heinrich about a previously passed police/EMS levy as Heinrich showed that the current levy does not cover the 2021 police requests.
- Heinrich outlined the timeline requirements to implement an LST.
- Ratliff noted for the press that any affirmative vote by the Board tonight would not be a commitment to a tax increase. It would only be allowing for that option later should the Board decide on it.
- Nancy Dunbar (314 Longwood Dr) commented via Zoom chat, "I think we need to be very careful about raising taxes especially knowing a former employee stole millions of dollars from the Twp. and many of us have suffered this year due to the pandemic." Hoffman agreed stating no one wants to do this and that the Finance Department is doing an incredible job making sure everything is

- transparent, but she feels they should keep the door open just in case. Heinrich pointed out that the reason it must be advertised for three weeks is so that it can be a public process. Stevens agreed with Hoffman and said he would like to have this arrow in his quiver as an option.
- Leff explained the reason for his dissenting vote. Hoffman agreed that they need to decide if it is regressive and has a disproportionate effect on people, but she thinks it needs to be a wider public discussion.

8. DEPARTMENT HEAD REPORTS

a. Eden Ratliff, Township Manager

www.kennett.pa.us/DocumentCenter/View/4343)

Ratliff provided an overview of current projects and events including the Revolving Water Fund, the Chandler Mill Bridge Ribbon Cutting Ceremony and the subsequent Get Re-Kennected Activity Trail events on October 2nd and 3rd, and the Route 1 and Cedarcroft intersection updates. He also shared well wishes for the former Economic Development Director, Nate Echeverria, who recently accepted a position in Florida, and what that means for the pending MOU which the Board approved but the Borough has not yet. He shared updates from a recent meeting with the trails consultants and provided updates on the Spar Hill buffer planting (done by The Land Conservancy for Southern Chester County) and the food forest planting (from the PECO Green Region grant).

Discussion:

- Leff asked if the demolition of the buildings on Spar Hill is on the 2021 budget. Ratliff explained that while we have not presented the Open Space budget for 2021 yet, he is aware of this priority of the Board of Supervisors.
- Leff asked how many came to the Get Re-Kennected event and Ratliff answered at least 75 families.

b. Amy Heinrich, Director of Finance & HR

kennett.pa.us/DocumentCenter/View/4354)

Heinrich's full report, which includes a monthly financial report to show where the Township is year-to-date (YTD), is available on the website (and at the link above). She reported that they are still monitoring the effects of COVID-19 on Earned Income Tax and we are down ~\$300,000 YTD.

Discussion:

- There was no discussion.

c. Diane Hicks, Director of Planning & Zoning

www.kennett.pa.us/DocumentCenter/View/4344)

Hicks presented an update on the Planning Commission, the Zoning Hearing Board, the Historical Commission, and reported 15 building and zoning permits issued and 17 rental permits, the details of which are available in the above link on the Township website.

Discussion:

- There was no discussion.

d. Roger Lysle, Director of Public Works

www.kennett.pa.us/DocumentCenter/View/4345)

Lysle shared his monthly report, available at the link above containing updates on paving, Parish Trail storm damage, crack sealing, updates on the Ashford Sewer Plan, repairs recently completed at the Township building, the new Public Works Foreman who was introduced at the beginning of the meeting, continuing pipe work, the purchase of a new sewer pump, mowing and a Kaolin Road Bridge update.

Discussion:

- Hoffman asked when the last time the sand pit at the Ashford was replaced and how long the sand pits typically last. Lysle answered it was last replaced in 2012 and ideally, they last 10-15 years. He explained that because it is all underground, there is no way to clean the sand filter. The length of time it lasts is dependent upon the materials that go into it. This system has had a couple of hydrogen peroxide flushes in it to try to break down some of the grease, but they are temporary measures.
- Hoffman asked Heinrich if the sand pit needed to be replaced, would that be compounded in to their current sewer assessment or would there be a separate assessment. Heinrich said she did not foresee charging a specific additional fee given their flat fee is already high. She said the idea was to recoup from the investments previous and then keep up with and prepare for the future. She explained the costs of other options explored by Lysle and the Township engineers. While these other options might last longer, they cost five (5) to six (6) times more than replacing the sand again. She said the engineer describe this to her as expected maintenance for this type of system. It is expected that the sand will be replaced every ~10 years for ~\$60,000. Hoffman asked if it could be likened to changing the kitty litter and Heinrich and Lysle both said yes.

e. Matt Gordon, Interim Police Chief

(www.kennett.pa.us/DocumentCenter/View/4346)

Gordon shared the latest police activity statics, which are available in the link above and on the Kennett Township website. He again reminded drivers to stop at the stop sign at the Kaolin bridge even though the bridge is under construction and to slow down on the Kaolin Road detours. He reported theft and damage of political campaign signs, and reminded everyone that that is a crime.

Discussion:

- Leff commented about stealing the political signs, that it does not matter which side one is on, it is a matter of free speech and the Township has an Ordinance that allows for political signs of a certain size. Gordon agreed. Hoffman also commented on this topic.
- Hoffman asked about a report from the summer of someone trespassing at Spar Hill. Gordon reported that they check the property during the day and night, and they have not found anyone living there.
- Stevens asked how many of the 289 alarm responses through September were false. Gordon said the majority are false and no criminal intent was found on any of them. He said the vast majority are found to be accidental, from power surges and storm issues. Stevens spoke of the Township Ordinance that says the first false alarm is no charge, but then subsequent false alarms come with a penalty. He asked if this was something that needed to be enforced. Gordon replied that they do not get many repeat offenders, but if it becomes a nuisance, then yes there should be a consequence. This is not a problem currently.

9. PUBLIC COMMENT

- Stevens shared his comments about political signs and called attention to those that are unlawful because they do not meet the size requirements of the Township Ordinance. He urged all to respect the law, their neighbors and community, and encouraged everyone to go vote at the upcoming election.
- Leff also encouraged everyone to vote whether by mail or in person.
- Flack, the Zoom host, let Heinrich know that she would be connecting her and Diane McGovern to continue the grant conversations offline.
- Nancy Dunbar (314 Longwood Dr) stated during Zoom chat that she would like to be made aware of the special EMS Meeting once the date is decided upon. Leff said we would let everyone know once a date was settled on.

10.MOTION TO ADJOURN

Motion presented by Hoffman to adjourn. Stevens seconded the motion. The motion was passed unanimously with no discussion.

The meeting adjourned at 10:39 p.m.

Respectfully submitted,
Eden R. Ratliff
Township Secretary