

**LONDON GROVE TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
August 9, 2023 – 7:00 P.M.  
Monthly Meeting**

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**MEMBERS PRESENT:**

Stephen Zurl  
David Connors  
Christina Fanning- Phone

**STAFF PRESENT:**

Ken Battin, Township Manager  
Dawn Maciejczyk, Assistant Township Manager  
Shane Kinsey, Director of Public Works  
20 Audience Members

**CALL TO ORDER:**

Mr. Zurl called the meeting to order at 7:00 p.m.

**ANNOUNCEMENTS/PRESS RELEASES/FUTURE MEETINGS**

Mr. Zurl announced the next regularly scheduled meeting takes place on September 13, 2023 at 7:00 p.m., the meeting agenda deadline is September 6, 2023 at noon. An Executive Session was held on July 12, 2023 to discuss personnel.

London Grove Township Code Department has hired Brian Elwood as the Director of Codes and Life Safety. He will begin with the Township on September 5, 2023.

Mr. Kevin Runey has resigned as Township Supervisor. He has moved out of state. The Township will put together a posting for the Website as well as Facebook announcing the opening and how to apply for the position.

**I. PUBLIC COMMENT**

Mr. Zurl called for Public Comment on agenda items. There was none.

**II. CORRECTION/APPROVAL OF MINUTES**

The Board reviewed the meeting minutes of July 12, 2023. Mr. Connors made a motion to approve the meeting minutes of July 12, 2023 as presented, seconded by Mrs. Fanning and approved by a vote of 3-0.

**III. REPORTS FOR JULY 2023**

**Inniscrone Golf Course**

Mr. Zurl reviewed the Inniscrone Golf Course report, prepared by Mr. Ward. There were no questions from the Board.

**Code Department**

Mr. Zurl reviewed the Codes Department report, prepared by Mr. White. There were no questions from the Board.

**Public Works**

Mr. Kinsey presented the Public Works Department report. There were no questions from the Board.

**Finance Department**

Mr. Zurl reviewed the Financial Report for July 2023, prepared by Mrs. Kellett. There were no questions from the Board. Mr. Connors made a motion to approve the July 2023 report as presented, seconded by Mrs. Fanning and approved by a vote of 3-0.

### **Pennsylvania State Police Report**

Mr. Zurl reviewed the Pennsylvania State Police report. There were no questions from the Board.

### **Monthly Emergency Services/Fire Marshal Report**

Mr. Zurl reviewed the Emergency Services/Fire Marshal report. There were no questions from the Board.

### **Southern Chester County EMS Report**

Mr. Zurl reviewed the Southern Chester County EMS report. There were no questions from the Board.

### **Monthly Right-to-Know Report**

Mr. Zurl reviewed the monthly Right-to-Know report. There were no questions from the Board.

### **DEP Odor Report**

Mr. Zurl reviewed the DEP Odor report. There were no questions from the Board.

### **Boards and Commissions**

#### **Community Day/300<sup>th</sup> Anniversary Celebration**

Mr. Zurl calls on the Parks and Recreation Committee to give an update on the 300<sup>th</sup> Anniversary Celebration. Ms. Skinner and Ms. Miller explained that planning has been going well. In donations they have reached just about \$1,700 plus the \$2,500 Mrs. Maciejczyk has previously raised. So far they have some vendor tables, food trucks, wine/beer garden, dog costume parade and music. The Historical Commission is planning some speakers, as well as a scavenger hunt and plaque and flag presentation. Mr. Connors is handling talking with the Fire Department and other emergency services to be a part of the event.

Mr. Zurl announced the vacancies on several Boards and Commissions.

Inniscrone Golf Course Advisory Committee (5), Township Auditors (3), Environmental Advisory Board (3), Tree Committee (4), Historical Commission (2), Agricultural Security Area (2), Uniform Construction Code Board of Appeals (3), Uniform Construction Code Board of Appeals Alternate (2), Planning Commission (1)

Mr. Battin announced that we did receive an application through email that Charlie Owens would like to be appointed to the Planning Commission. Mr. Connors made a motion to appoint Mr. Owens for the unexpired term of 1/1/2023 – 12/31/2026, seconded by Mrs. Fanning and approved by a vote of 3-0.

## **IV. HEARINGS**

### **Chatham Overlay District Amendment-rezoning 6 properties Ordinance 226**

Mr. Zurl opened the hearing at 7:20 p.m. Mr. Battin announced that the Township has 6 exhibits to be entered into record. B-1 Proof of Publication in the Chester County Press on July 26, 2023 and August 2, 2023. B-2 Email dated July 12, 2023 from Jill Kirk to the Chester County Law Library and Chester County Press providing proposed amendment for public inspection. B-3 Letters dated July 7, 2023 sent to property owners whose property is proposed to be rezoned. B-4 Affidavit of Posting dated August 1, 2023. B-5 Minutes from Township Planning Commission Meeting held on May 31, 2023. B-6 Chester County Planning Commission review letter dated July 19, 2023.

Mr. Zurl asked if there were any questions from the Board. There were none. Mr. Zurl closed the hearing at 7:27 p.m.

## **V. FIRST BUSINESS**

### **Chatham Overlay District Amendment-rezoning 6 properties Ordinance 226**

Mr. Battin addressed some concerns from the property owners in regards to taxes. There will be no change in taxes due to the zoning change. There is no change for these properties at all it just allows the businesses as “by right”.

Mr. Connors made a motion to approve Ordinance 226 Zoning Amendment Chatham Overlay District, seconded by Mrs. Fanning and approved by a vote of 3-0.

### **Appointment of Dawn Maciejczyk as the Designated Agent and signer for the Hazard Mitigation Grant**

Mr. Battin explained now that Mr. Weer has left we need to appoint a new Designated Agent and signer for the hazard Mitigation Grant, and Dawn has taken on that role.

Mr. Connors made a motion to appoint Dawn Maciejczyk as the Designated Agent and signer for the Hazard Mitigation Grant, seconded by Mrs. Fanning and approved by a vote of 3-0.

### **Avon Grove School District Homecoming Parade**

Mr. Zurl reviewed the plan that was presented to the Township from the school district. Mr. Connors made a motion to approve the Avon Grove School District Homecoming Parade Route with the understanding that the Township needs an updated certificate of insurance, seconded by Mrs. Fanning and approved by a vote of 3-0.

## **VI. OLD BUSINESS**

## **VII. NEW BUSINESS**

### **Set Date for Special Board of Supervisors Meeting for Board Appointment Date**

The Board of Supervisors has set the date of August 29, 2023 for interviews for the Board of Supervisors open position. There is also a tentative date of September 6, 2023 if the appointment does not happen at the August 29<sup>th</sup> meeting. Mrs. Maciejczyk will post the ad for the position on the Township Website as well as Facebook with instructions on how to apply.

## **VIII. LAND DEVELOPMENT**

### **PLANS:**

#### **Yeatman 90-Day Extension till December 4, 2023**

Mrs. Fanning made a motion to approve the Yeatman 90-day extension till December 4, 2023 as requested, seconded by Mr. Connors and approved by a vote of 3-0.

#### **524 Gap Newport Pike 90-Day Extension till November 27, 2023**

Mr. Connors made a motion to approve the 524 Gap Newport Pike 90-day extension till November 27, 2023, seconded by Mrs. Fanning and approved by a vote of 3-0.

#### **HiMedia Labs 90-Day Extension till November 21, 2023**

Mr. Connors made a motion to approve the HiMedia Labs 90-day extension till November 21, 2023, seconded by Mrs. Fanning and approved by a vote of 3-0.

#### **342 Woodview Road Waivers**

Mr. Battin explained that these are common waivers. Mr. Ragan, Township Engineer does not oppose these waivers.

Waiver 1: 22-502.5.K- The applicant is requesting a waiver from the requirement to delineate wetlands on the tract. REA does not oppose this waiver since no development is proposed.

Waiver 2: 22-502.5.FF- The applicant is requesting a waiver to not show utilities on the plan. REA does not oppose this waiver since no development is proposed.

Waiver 3: 22-502.7- The applicant is requesting a waiver to not submit an erosion and

sediment control plan. Since no construction is proposed this waiver is not necessary.

Waiver 4: 22-502.8- The applicant is requesting a waiver to not prepare a conservation plan. REA does not oppose this waiver since no development is proposed.

Waiver 5: 22-503.6.H, 22-603.1 & 22-502.5.Q- The applicant requested a waiver to not place monuments at the tract property corners. REA does not oppose the waiver with the condition that monuments be placed at the comment corners of UPI# 59-5-72 and UPI# 59-5-72.4A at the ultimate right of way line. Pins should be placed at the new lot corners as shown on the plan.

Mr. Connors made a motion to approve the 5 waivers above, seconded by Mrs. Fanning and approved by a vote of 3-0.

**342 Woodview Road Final Subdivision Plan**

Mr. Connors made a motion to approve the final subdivision plan for 342 Woodview Road, seconded by Mrs. Fanning and approved by a vote of 3-0.

**XI. EXTENSIONS  
NO ACTION NEEDED**

Development	Application	Date Received	90 Day Expiration	Planning Commission Approved
Needham Farms	Preliminary	March 15, 2005	October 25, 2023	
Barbara Yeatman	Preliminary/Final	October 1, 2018	September 5, 2023	90 day extension above
Cliff Anderson	Preliminary	June 30, 2021	September 17, 2023	
HI Media Labs	Preliminary	May 25, 2023	August 23, 2023	90 day extension above
524 Gap Newport Pike (Dillon Property)	Preliminary/Final	May 31, 2023	August 29, 2023	90 day extension above

Development	Application	Date Received	5 Year Expiration	Planning Commission Approved	Board of Supervisors Approved
London Grove West	Approved Final	December 22, 2010	May 25, 2024	April 27, 2011	August 10, 2011
Kaolin Mushrooms	Approved Final Plan	December 11, 2018	April 4, 2026	February 28, 2018	April 4, 2018
Marks Properties	Approved Final	February 26, 2020	December 2, 2025	November 18, 2020	December 2, 2020
Sycamore International	Approved Preliminary /Final	May 25, 2022	July 13, 2027	June 29, 2022	July 13, 2022
Avon Grove Charter School	Preliminary /Final	November 30, 2022	May 10, 2028	April 26, 2023	May 10, 2023

**XII. PUBLIC COMMENT NON-AGENDA ITEMS**

Mr. Zurl asked for public comment on non-agenda items. Mr. Wayne DiFrancesco stated on the agenda it states that Needham Farms 90 day extension expired on July 27, 2023 is that true. Mrs. Maciejczyk explained that is a typo that went through last month and was not updated. The 90 day expires on October 25, 2023.

Ms. Mary Schlachter, Historical Commission, asked for funding for the 300<sup>th</sup>

Anniversary, where would we get that and how would we make the request. Mr. Battin explained that the funding would be through Tina Skinner and Laura Miller. They are the ones raising the donations and creating the budget for the 300<sup>th</sup> anniversary celebration. Laura Miller would then submit the invoices to the 501C3 London Grove Friends of the Park for payment. Ms. Schlachter stated ok so we would have to request money through Tina.

A resident asked who is responsible for creating “welcome to” signs for the Township. She has driven around and seen many other Townships have these signs and London Grove Township does not. Mr. Kinsey stated London Grove Township does not have these signs, they can be very confusing for people. The signs are not put on the Township boundary lines and that causes confusion for many drivers, snow plows, road work etc. especially when some things are contracted.

Jonathan McGrath (accompanied by neighbors) speaks about deficiencies with their development and waiting for the Township to respond to issues brought forward in a previous meeting. He had received a letter from Township Manager, Ken Battin that did not address how to combat the issues and referred to the HOA for resolution. He does not understand how the HOA can be held responsible for items that he states were not done according to plan. Mr. Battin stated that he is still waiting on the engineer and landscape architects reports. Once we have those back we will schedule a meeting with you and the Board to come out and look at it.

#### **ADJOURNMENT**

A motion was made by Mr. Connors to adjourn the meeting at 8:08 p.m., seconded by Mrs. Fanning and approved by a vote of 3-0.

Respectfully submitted,

Dawn Maciejczyk  
Township Secretary