

**LONDON GROVE TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
December 13, 2023 – 7:00 P.M.
Monthly Meeting**

MEMBERS PRESENT:

Stephen Zurl
David Connors
Lee Irwin
Megan Mraz
Christina Fanning-Phone

STAFF PRESENT:

Dawn Maciejczyk, Assistant Township Manager
Shane Kinsey, Director of Public Works
8 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 that the Board just had an executive session prior to this meeting to discuss personnel. Mr. Zurl announced the reorganization and regular monthly meeting will take place on Tuesday, January 2, 2024. The deadline for the meeting agenda is Wednesday, December 13, 2023 at noon. Mr. Zurl also announced that the Conditional Use Hearing that was held prior to this meeting has been continued to January 10, 2024 at 6:00

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 November 8, 2023. Mrs. Mraz made a motion to approve the meeting minutes of November 8, 2023 as presented, seconded by Mr. Irwin and approved by a vote of 4-0.

The Board reviewed the meeting minutes of November 8, 2023 Conditional Use Hearing. Mr. Connors made a motion to approve the meeting minutes of November 8, 2023 Conditional Use Hearing as presented, seconded by Mr. Irwin and approved by a vote of 4-0.

III. REPORTS FOR NOVEMBER 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. Elwood. There were no questions from the Board.

Public Works Department/ Bridge Report

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

(Mrs. Fanning joined the meeting via phone)

Finance Department

Mr. Zurl reviewed the Financial Report for November 2023, prepared by Mrs. Kellett. There were no questions from the Board. Mr. Irwin made a motion to approve the November 2023 report as presented, seconded by Mr. Connors and approved by a vote of 5-0.

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. Mr. Zurl asked what the Lexipol Webinar- Leadership Watch Outs for Public Safety was all about. Mrs. Maciejczyk stated that she would look into it and get back to him tomorrow.

Southern Chester County EMS Report

Mrs. Maciejczyk explained that we did not receive a report for the month of November. Mrs. Maciejczyk stated that we did receive the report for December and have that ready to go for the January meeting.

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

Mary Schlachter- Historical Commission- America 250 PA Chester County

Discussion

Mrs. Schlachter explained that America celebrates its 250th anniversary of the founding of our Nation in 2026. This is a celebration where everyone will join together to inspire and engage our communities in commemoration of America's founding, connecting Chester County's stories to the Nation's past, present and future. Mrs. Schlachter asked that the Board be willing to approve a resolution to support Chesco 250 on its journey. Mr. Zurl asked Mrs. Maciejczyk if she could work on getting a resolution together.

Appointments:

Jerry Yeatman- Municipal Authority Board Term-1/1/24-12/31/28

Mr. Connors made a motion to appoint Mr. Yeatman to the Municipal Authority Board for the term stated above, seconded by Mrs. Mraz and approved by a vote of 5-0.

John Lee Irwin- Planning Commission Term- 1/1/24-12/31/27

Mrs. Mraz made a motion to appoint Mr. Irwin to the Planning Commission for the term stated above, seconded by Mr. Connors and approved by a vote of 5-0.

Stephen Zurl- Municipal Authority Board Unexpired Term- 1/1/22-12/31/26

Mr. Connors made a motion to appoint Mr. Zurl to the Municipal Authority Board to fill the unexpired term stated above, seconded by Mrs. Mraz and approved by a vote of 5-0.

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

Inniscrone Golf Course Advisory Committee (3), 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),

IV. HEARINGS

Conditional Use Hearing Continued till January 10, 2024 at 6:00 p.m.

V. FIRST BUSINESS

2024 Budget Final

Mrs. Mraz made a motion to approve the 2024 Budget Final as presented, seconded by Mrs. Fanning and approved by a vote of 5-0.

2024 London Grove Township Insurance Provider

Mrs. Maciejczyk stated that over the last couple of months Mr. Battin, Mrs. Maciejczyk and Mrs. Kellett met with two different insurance vendors to provide services to London Grove Township. Our current insurance provider did not submit a proposal. Both policies covered liability, equipment and vehicles basically everything but medical. Both insurance agencies provided comparable policies and would give similar service. The insurance policies were within \$4,000.00 of each other.

Mr. Battin would like to recommend to the Board, that Travelers Insurance (Ward Insurance Associates), in the amount of \$124,023.00, be awarded the insurance contract for 2024.

Mr. Irwin made a motion to award Travelers Insurance, in the amount of \$124,023.00 as outlined in Mr. Battin's memo dated 12/7/2023 as the Townships Insurance provider, seconded by Mrs. Mraz and approved by a vote of 5-0.

Resolution No. 816 John Lee Irwin

Mr. Connors made a motion to approve Resolution No. 816 thanking John Lee Irwin for his service as Township Supervisor, seconded by Mrs. Mraz and approved by a vote of 4-0. Mr. Irwin abstained from voting.

VI. OLD BUSINESS

VII. NEW BUSINESS

Resolution No. 817- 2024 Fee Schedule

Mrs. Mraz made a motion to approve Resolution No. 817- 2024 Fee Schedule, seconded by Mrs. Connors and approved by a vote of 5-0.

Resolution No. 818- Appointment of Professional Auditors

Mr. Irwin made a motion to approve Resolution No. 818- Appointment of Professional Auditors, seconded by Mr. Connors and approved by a vote of 5-0.

Resolution No. 819- 2024 Tax Levy

Mr. Irwin made a motion to approve Resolution No. 819- Tax Levy, seconded by Mrs. Mraz, and approved by a vote of 5-0.

Resolution No. 820- 2024 Road Dedication Calendar

Mr. Connors made a motion to approve Resolution No. 820- 2024 Road Dedication Calendar, seconded by Mrs. Mraz and approved by a vote of 5-0.

Resolution No. 821- 2024 Emergency Services Providers

Mrs. Mraz made a motion to approve Resolution No. 821- 2024 Emergency Services Providers, seconded by Mr. Irwin and approved by a vote of 5-0.

Resolution No. 822- 2024 LGT Water/Sewer Rates

Mr. Connors made a motion to approve Resolution No. 822- 2024 LGT water/Sewer Rates, seconded by Mr. Irwin and approved by a vote of 5-0.

Resolution No. 823- 2024 West Grove Borough Water/Sewer Rates

Mr. Irwin made a motion to approve Resolution No. 823- 202 West Grove Borough Water/Sewer Rates, seconded by Mr. Connors and approved by a vote of 5-0.

2024 Meeting Dates Approvals

Mrs. Mraz made a motion to approve the 2024 Meeting dates for all Boards and Commissions, seconded by Mr. Irwin and approved by a vote of 5-0.

2024 Emergency Services Contract

Mr. Connors made a motion to approve the 2024 Emergency Services Contract, seconded by Mr. Irwin and approved by a vote of 5-0.

Approval of Golf Course Equipment

Mrs. Maciejczyk reviewed a memo provided by Mr. Battin stating that in the 2024 budget the Board included some equipment replacements for Inniscrone Golf Course. We are asking for a motion authorizing the purchase of that equipment at this time with the 12-15 month turn around.

Mr. Connors made a motion to approve the equipment for Inniscrone Golf Club as outlined in Mr. Battin's memo dated December 12, 2024, seconded by Mrs. Mraz and approved by a vote of 5-0.

Funds Transfer

Mrs. Maciejczyk reviewed a memo provided by Mr. Battin outlining the funds transfers into seven accounts from the general fund to the capital reserve, equipment replacement, IGC equipment replacement, IGC improvement, IT, park capital, and the bridge fund. Also, Inniscrone Golf Course operating fund will be able to complete transfers to the IGC equipment, and IGC improvement funds.

Mr. Irwin made a motion to approve the transfers as outlined in Mr. Battin's memo dated December 8, 2023, seconded by Mr. Connors and approved by a vote of 5-0.

VIII. LAND DEVELOPMENT

PLANS:

Needham Farms- 90 day extension till April 22, 2024

Mrs. Mraz made a motion to approve the 90 day extension till April 22, 2024, seconded by Mr. Connors and approved by a vote of 5-0.

Yeatman 90 day extension till March 8, 2024

Mr. Connors made a motion to approve the 90 day extension till March 8, 2024, seconded by Mrs. Mraz, and approved by a vote of 5-0.

Cliff Anderson 90 day extension till March 22, 2024

Mrs. Mraz made a motion to approve the 90 day extension till March 22, 2024, seconded by Mr. Irwin and approved by a vote of 4-0. Mr. Connors voted nay.

Wells Real Estate Final Land Development Subdivision Lot Line Change

Mrs. Maciejczyk gave a brief overview of the lot line change. Mr. Connors made a motion to approve the Wells Real Estate Final Land Development Subdivision Lot Line Change, seconded by Mr. Irwin and approved by a vote of 5-0.

100 & 101 Locust Road- Conceptual Conversation- Christina Reid

Ms. Reid presented to the Board that she would like to look at creating affordable housing in the area. Her idea is to take the two lots at 100 & 101 Locust Road and create a small mobile home park with 8 "lots". Since this is in the RR District the Zoning would have to change for the parcels.

Mr. Zurl stated that he is not in favor of changing the zoning for those lots. Mr. Connors stated some of the challenges you will be looking at are flooding from the stream that runs along the property, access to those lots, change in zoning and a piece of that property is in West Grove Borough so you would have to go to their Board as well.

Mr. Kinsey stated, another thing to look at is the access. That is a private road not owned by Township or the Borough. Mrs. Mraz stated this is something you seem very passionate about, and your first step would be to contact a real estate attorney to help you with access, second would be to get an engineer to draw up what you're looking to do. The engineer would help you with setbacks and what is actually buildable on these lots.

**XI. EXTENSIONS
NO ACTION NEEDED**

Development	Application	Date Received	90 Day Expiration	Planning Commission Approved
Needham Farms	Preliminary	March 15, 2005	January 23, 2024	90 day above
Barbara Yeatman	Preliminary/Final	October 1, 2018	December 4, 2023	90 day above
Cliff Anderson	Preliminary	June 30, 2021	December 16, 2023	90 day above
HI Media Labs	Preliminary	May 25, 2023	February 19, 2024	
524 Gap Newport Pike (Dillon Property)	Preliminary/Final	May 31, 2023	February 25, 2024	
Yeatman Tract	Preliminary	August 30, 2023	February 26, 2024	
426 W. Baltimore Pike	Final	November 18, 2023	January 17, 2024	approved

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
Avon Grove Charter School	Preliminary /Final	November 30, 2022	May 10, 2028	April 26, 2023	May 10, 2023

Rt. 41 and Rt. 841 Alternatives Analysis Report Penn DOT

Mr. Zurl explained that the Rt. 41 and Rt. 841 Alternative Analysis Report from Penn DOT has come back. They are recommending the 5B alternative which is the same one that the Township recommended. Does anyone have any comments they would like to have go back. The Board discussed having the Chatham Overlay be recognized as a District.

Mr. Connors made a motion to recommend alternative 5B to Penn DoT again, seconded by Mr. Irwin and approved by a vote of 5-0.

VPP Grant Route 41 Discussion

Mrs. Maciejczyk reviewed a memo provided by Mr. Battin stating that on December 8, 2023 he spoke with John Yurick, Project Manager with McMahon about the status of the project. Over the next couple of weeks he will be coordinating a public meeting sometime in late January.

After the last draft was presented to the Board there were several comments that were remedied. The word "equity" will be removed from the report. There will be traffic solutions identified for each segment of the project, bike lanes will be evaluated and identified, and the Chatham Village will be evaluated within the project.

XII. PUBLIC COMMENT NON-AGENDA ITEMS

Mr. Michael Summerfield wanted to introduce himself to the Board and staff as he was just elected the night before to be Township Supervisor come January 2024. The Board congratulated him and welcomed him aboard.

ADJOURNMENT

A motion was made by Mrs. Mraz to adjourn the meeting at 8:12 p.m., seconded by Mr. Connors and approved by a vote of 5-0.

Respectfully submitted,

Dawn Maciejczyk
Township Secretary