

**LONDON GROVE TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
November 8, 2023 – 7:00 P.M.
Monthly Meeting**

MEMBERS PRESENT:

Stephen Zurl
David Connors
Lee Irwin
Megan Mraz
Christina Fanning

STAFF PRESENT:

Ken Battin, Township Manager
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 next regularly scheduled meeting takes place on December 13, 2023 at 7:00 p.m., the meeting agenda deadline is December 6, 2023 at noon.

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 October 11, 2023. Mrs. Mraz made a motion to approve the meeting minutes of October 11, 2023 as presented, seconded by Mrs. Fanning and approved by a vote of 5-0.

The Board reviewed the meeting minutes of October 18, 2023. Mr. Irwin made a motion to approve the meeting minutes of October 18, 2023 as presented, seconded by Mrs. Fanning and approved by a vote of 5-0.

The Board reviewed the meeting minutes of October 26, 2023. Mrs. Fanning made a motion to approve the meeting minutes of October 26, 2023 as presented, seconded by Mrs. Mraz.

III. REPORTS FOR OCTOBER 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.

Appointment of Brain Elwood- Assistant Zoning Officer

Mrs. Fanning made a motion to appoint Mr. Elwood as the Assistant Zoning Officer, seconded by Mr. Connors and approved by a vote of 5-0.

Public Works Department/ Bridge Report

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

Finance Department

Mr. Zurl reviewed the Financial Report for October 2023, prepared by Mrs. Kellett. There were no questions from the Board. Mrs. Fanning made a motion to approve the October 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. 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/300th Anniversary Celebration Recap

Mr. Zurl thanked Ms. Miller and Ms. Skinner for their efforts in putting the event together. Ms. Miller stated that there were approximately 500-600 people in attendance. The high school kids were fantastic volunteers. Everyone did a great job and really made the event come alive given the weather was a little chilly and very windy.

Appointment of Jason Funiak- Inniscrone Golf Course Committee Unexpired Term- 1/1/23-12/31/25

Mr. Connors made a motion to appoint Mr. Funiak to the Inniscrone Golf Course Committee for the unexpired term of 1/1/23-12/31/25, seconded by Mr. Irwin 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

V. FIRST BUSINESS

2024 Preliminary Budget Approval

Mr. Zurl stated that the Board of Supervisors met with Township Department heads to discuss the 2024 budget on October 26, 2023. The Parks and Recreation Committee submitted their budget request late last evening, since the budget is being considered tonight to preliminary would you like me to squeeze them in or would you like to hold off.

Mr. Connors made a motion to approve the 2024 Preliminary Budget with the one minor change of the Parks and Recreation Committees request, seconded by Mr. Irwin and approved by a vote of 5-0.

Authorization to Advertise the 2024 Budget for Final Approval

Mr. Connors made a motion to authorize Mrs. Maciejczyk to advertise the 2024 budget for final approval at the December 13, 2023 Board of Supervisors meeting, seconded by Mr. Irwin and approved by a vote of 5-0.

Salt Bid Award

Mr. Kinsey reviewed his memo dated 10/23/2023 to the Board of Supervisors in regards to the Co-Op Salt Bid for 2024. The low bidder was Morton Salt Inc. for Rock Salt at \$79.90 per ton. Mr. Kinsey is recommending a motion to award the 2023/2024 Salt Contract as bid through the Southern Chester County Municipal Cooperative to Morton Salt Inc. at the unit price of \$79.90 per ton for Penn DOT spec "Rock Salt."

Mr. Irwin made a motion to award the 2023/2024 Salt Contract as stated above to Morton Salt Inc., seconded by Mrs. Mraz and approved by a vote of 5-0.

VI. OLD BUSINESS

VPP Grant Route 41 Discussion

Mr. Kaplan presented the Board of Supervisors with a write up from S.A.V.E. named A Two Lane Alternative for Pennsylvania Route 41. He asked that the Board take a look at this and share their thoughts at a later time. Mr. Kaplan stated that McMahon is addressing the vision process in a generic sense. There is nothing specific to Route 41. We need to work with the neighboring communities to fix our roadway and give Penn DOT a road map on how to make Route 41 work for us.

Mr. Kaplan stated that he would like to see a task force meeting where the Townships are actually meeting together and going to McMahon to tell them what we want. Mrs. Fanning stated we as a Township Fiduciary are not getting the level of engagement from other Townships, this is something that we cannot control. Mr. Connors stated that he is underwhelmed by where we are right now with this project. Mr. Connors said he will reach out to other Township Supervisors try and get them to engage more with this project.

CCIU- Engle School Renovation Follow-Up & Waiver Request for Land Development

Mr. Joe Lubitsky, stated that he just wanted to follow-up with the Board after the last discussion and answer some unanswered questions. He brought with him Ms. Tamara from the CCIU to discuss the migrate education in further detail. Ms. Tamara explained what migrate education is and how it will work at the CCIU. The Board asked if there will ever be a time that an adult without the proper clearances will be in the building with children. Ms. Tamara answered no that will never happen. Mr. Connors stated this is great, the community needs these services, we are just trying to make sure that you are 100% complying with the laws. Ms. Tamara stated she understands that and can state that they are 100% complying with the laws.

Mr. Connors made a motion to waive the Subdivision and Land Development process for the CCIU, due to it being a small project and there would be no added benefit for the Township or CCIU to go through the process, seconded by Mr. Irwin and approved by a vote of 5-0.

VII. NEW BUSINESS

Community Garden Maintenance and Rules

Mrs. Maciejczyk stated that the Township has a new Garden Liaison, Mary Giordano. She has been gardening at Goddard Park for a while now and has requested some changes in the Rules and Regulations for the gardens. The highlights of the changes are below:

- Churches and charitable organizations the fee is waived for a plot.
- Bed availability for non-residents, churches, and scout groups would all become available on April 1st.
- Any plots not claimed as of May 15th will be planted with pollinating flowers.
- Any extra produce can be placed in 1 of 3 tan baskets, this food will be donated to a local food pantry in the area.

Mrs. Mraz made a motion to approve the changes as highlighted above, seconded by Mr. Irwin and approved by a vote of 5-0.

Award Water Study Proposal

Mr. Battin stated that the Township has received complaints over the years concerning low and sometimes non-existent water pressure, primarily in the central and western portion of the service area. In an effort to identify the problem(s) and to seek solutions a request for proposal was sent to several of our engineering firms. Mr. Battin stated that these were presented to the Municipal Authority Board on November 6th and they are recommending to the Board of Supervisors ARRO Consulting for approval.

Mr. Connors made a motion to approve ARRO Consulting for the Water Study Proposal, seconded by Mr. Irwin and approved by a vote of 5-0.

SPCA 5-Year Contract Approval

Mr. Irwin made a motion to approve the SPCA 5-Year Contract for London Grove Township, seconded by Mrs. Fanning and approved by a vote of 5-0.

VIII. LAND DEVELOPMENT

PLANS:

HiMedia Labs- 90 Day Extension till February 19, 2024

Mr. Irwin made a motion to approve the HiMedia Labs 90-day extension till February 19, 2024 as requested, seconded by Mr. Connors and approved by a vote of 5-0.

Dillion Property 90 Day Extension till February 25, 2024

Mrs. Mraz made a motion to approve the Dillon Property 90-day extension till February 25, 2024 as requested, seconded by Mr. Irwin and approved by a vote of 5-0.

Yeatman Tract- 90Day Extension till February 26, 2024

Mr. Connors made a motion to approve the Yeatman Tract 90-day extension till February 26, 2024 as requested, seconded by Mrs. Mraz and approved by a vote of 5-0.

XI. EXTENSIONS

NO ACTION NEEDED

Development	Application	Date Received	90 Day Expiration	Planning Commission Approved
Needham Farms	Preliminary	March 15, 2005	January 23, 2024	
Barbara Yeatman	Preliminary/Final	October 1, 2018	December 4, 2023	
Cliff Anderson	Preliminary	June 30, 2021	December 16, 2023	
HI Media Labs	Preliminary	May 25, 2023	November 21, 2023	90 day extension above
524 Gap Newport Pike (Dillon Property)	Preliminary/Final	May 31, 2023	November 27, 2023	90 day extension above
Yeatman Tract	Preliminary	August 30, 2023	November 28, 2023	90 day extension above
426 W. Baltimore Pike	Final	November 18, 2023	January 17, 2024	

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

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