

**LONDON GROVE TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
January 5, 2026 – 7:00 P.M.
Monthly Meeting**

MEMBERS PRESENT:

Stephen Zurl
Dave Connors
Michael Summerfield
Eric Sipple

STAFF PRESENT:

Kenneth Battin, Township Manager
Dawn Maciejczyk, Asst. Township Manager
LaRain Catoia, Secretary
Shane Kinsey, Director of Public Works

3 Audience Members

CALL TO ORDER:

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

I. OATH OF OFFICE

Honorable Matthew Seavey, swore in Mr. Steve Zurl by repeating the Oath of Office while raising his right hand. Honorable Matthew Seavey also swore in Mr. Eric Sipple by repeating the Oath of Office while raising his right hand.

II. ANNOUNCEMENTS/PRESS RELEASES/FUTURE MEETINGS

Mr. Zurl announced that an executive meeting was held after tonight's meeting. Mr. Zurl also announced the next regularly scheduled meeting will take place on Wednesday, February 11, 2026 at 7:00 p.m., the meeting agenda deadline is February 4, 2026 at noon.

III. PUBLIC COMMENT

Mr. Zurl asked for public comment on the agenda items. There were none.

IV. APPOINTMENTS: VIA TEMPORARY CHAIRMAN

1. NOMINATIONS – Chairman and Vice Chairman

Mr. Connors, in the absence of Ms. Fanning acted as temporary Chairman. Mr. Connors nominated Mr. Zurl for 2026 Chairman. Mr. Zurl accepted the nomination. A motion was made by Mr. Connors to appoint Mr. Zurl as Chairman for 2026, seconded by Mr. Sipple and passed with a vote of 3-0.

Mr. Zurl asked for nominations for Vice Chairman. Mr. Connors spoke stating that he would like to nominate Ms. Fanning due to her continued work on the Board of Supervisors and Planning Commission. The motion was made to appoint Ms. Fanning by Mr. Connors, seconded by Mr. Sipple passing with a vote of 4-0.

2. 2026 Appointments/Reappointments to Boards and Commissions - Exhibit A

Mr. Zurl asked if there were any questions or concerns on Exhibit A. Mr. Summerfield made a motion to accept the appointments and reappointments to the Boards and Commissions as per Exhibit A as follows:

Kurt Engleman – Planning Commission 1/1/2026-12/29/2029
Patrick Tucci – Planning Commission 1/1/2026-12/31/2029
Christina Fanning – Planning Commission 1/1/2026-12/31/2029
George Hundt Jr. – Zoning Hearing Board 1/1/2026-12/31/2028

Robert Weer – Zoning Hearing Board Alternate 1/1/2026-12/31/2028
Stephen Rifici – Open Space 1/1/2026-12/31/2028
Alex Hundt – Open Space 1/1/2026-12/31/2028
William Tyron – Inniscrone Advisory Committee 1/1/2026-12/31/2028
George James – Inniscrone Advisory Committee 1/1/2026-12/31/2028
Gerald Yeatman – Vacancy Board 1/1/2026-12/31/2026
Rich Scott-Harper – SECCRA Board 1/1/2026-12/31/2026
Mary Schlachter – Historical Commission 1/1/2026-12/31/2028
Robert Vanella – Historical Commission 1/1/2026-12/31/2028
Kurt Engleman – Municipal Authority 1/1/2026-12/31/2030

A second was made by Mr. Connors and passed with a vote of 4-0.

3. Announcement of Vacancies of Boards and Commission – Exhibit B

Mr. Zurl asked if there were any questions or concerns on Exhibit B. There were none. Mr. Connors made a motion to approve the following vacancies:

Inniscrone Golf Course Advisory Committee (5)
Township Auditors Elected Position (1)
Environmental Advisory Council (5)
Tree Committee (7)
Historical Commission (3)
Agricultural Security Area (2)
Uniform Construction Code Board of Appeals (2)
Uniform Construction Code Board of Appeals Alternates (2)

A second was made by Mr. Sipple passing with a vote of 4-0.

4. Staff Appointments / Bond Amounts – Exhibit C

Mr. Zurl asked if there were any questions or concerns for Exhibit C. There were none. A motion was made by Mr. Connors to approve Exhibit C as presented:

Township Secretary LaRain Catoia
Treasurer Tracy Kellett
Zoning Officer Kenneth Battin
Assistant Zoning Officer Brian Elwood
Right-To-Know Officer Kenneth Battin
Assistant Right-To-Know Officer Dawn Maciejczyk
Emergency Management Coordinator Tim Shannon
Assistant Emergency Management Coordinator Dawn Maciejczyk
Municipal Manager Bond Kenneth Battin
Treasurer's Bond Tracy Kellett

A second was made by Mr. Summerfield and passed with a vote of 4-0.

5. Designation of Depositories – Exhibit D

Mr. Zurl asked the Board if they would consider accepting all of the depository Resolutions as one motion. The motion was made by Mr. Connors to accept the following Resolutions as presented:

Resolution No. 873 – PNC Bank
Resolution No. 874 – Fulton Bank
Resolution No. 875 – Citadel Bank

Resolution No. 876 – PLGIT Bank

A second was made by Mr. Sipple and passed with a vote of 4-0.

6. Appointment of PSATS Delegate

Mr. Connors stated that he would be interested in going to the PSATS Conference in April. He said he would be glad to fill the delegate position if no one else was interested. Mr. Sipple inquired as to what the delegate position entailed. After a few minutes of discussion a motion was made by Mr. Connors for Mr. Sipple to be the PSATS Delegate for London Grove Township for 2026. A second was made by Mr. Summerfield and passed with a vote of 4-0.

7. Professional Appointments and Fees Resolution 877

Mr. Connors made a motion to approve Resolution 877. A second was made by Mr. Summerfield and passed with a vote of 4-0.

8. Actual Disposition of Records Resolution 878

Mr. Sipple made a motion to approve Resolution 878. A second was made by Mr. Summerfield and passed with a vote of 4-0.

9. TCC Delegate Resolution 879

After discussion from the Board Members a motion was made by Mr. Connors for Mr. Summerfield to be the first TCC Delegate, Mr. Battin to be the second TCC Delegate and Mr. Sipple to be the third TCC Delegate. A second was made by Mr. Summerfield and passed with a vote of 4-0.

V. CORRECTION/APPROVAL OF MINUTES

The Board reviewed the meeting minutes of December 10, 2026. A motion was made by Mr. Sipple to accept the minutes as written. A second was made by Mr. Summerfield and passed with a vote of 4-0.

VI. REPORTS FOR DECEMBER 2025

Inniscrone Golf Course

Mr. Zurl reviewed the Golf Course report for December 1-16, prepared by Mr. Ward. He indicated the revenue was up for 2025. Mr. Sipple inquired as to why the revenues were up from 2024. Mr. Connors stated the staff had really managed the grounds and the club house.

Code Department

Mr. Zurl noted that the December and January reports would be completed for the February meeting.

Public Works

Mr. Kinsey presented the Public Works Department report and the Bridges report. He indicated that during the month of December there were a couple of days where the water pressure was low and reports had been made to the township. After checking the new equipment that London Grove has installed it was determined that our system did not respond to the failure of Chester Water Authority's ability to provide the amount of water needed. The issue with London Grove Township's equipment has been resolved. Mr. Kinsey stated that he is no longer receiving high level information from CWA with regards to the repairs of the pumps. He is asking for help from the Board to put CWA on notice that they are not fulfilling their contractual obligations with London Grove Township. Mr. Connors suggested that we inform our State Senator and Representative Lawrence and ask for their help. Mr. Zurl is concerned with the

continuous failures. Mr. Battin suggested that a letter be sent from the Municipal Authority since the contract is with the London Grove Municipal Authority. This letter would identify the obligations of the contract. He also suggested that the Board of Supervisors reach out to the elected representatives and indicate the struggles London Grove Township has been having. He has a fear if we sit in silence CWA will think we are having no problems. Mr. Zurl will send an email to the representative from the Board. Mr. Connors will follow up with a call to Representative Lawrence's office. Mr. Sipple will follow up and make contact with Representative Houlihan's office. Hilton Road Bridge is in que for precast. There have been some hic-ups with the easement agreements for both Hilton Rd. and Glen Willow Rd. easements. The Glen Willow Bridge has been pushed back until we are able to obtain the necessary easements. Mr. Zurl asked if anyone had heard a response from Representative Houlihan's office with regards to the meeting held to get clarification on the construction of the multiple bridges and the approvals from the National Parks Services. There has been none. Mr. Battin will follow up.

Finance Department

Mr. Zurl reviewed the partial Financial Report for December 2025 prepared by Mrs. Kellett. A motion was made by Mr. Connors for approval of the partial December 2025 Financial Report. A second was made by Mr. Summerfield, passing with a vote of 4-0.

Pennsylvania State Police Monthly Report

Mr. Zurl indicated that there was not PA State Police report to review. The December and January report will be in the February agenda.

Monthly Emergency Services/Fire Marshal Report

Mr. Zurl reviewed the Fire Marshal report for December 2025. No additional comments or concerns were made.

Southern Chester County EMS Report

Mr. Zurl reviewed December 2025 EMS report. Mr. Zurl indicated the local station holds monthly blood drives. Ms. Maciejczyk stated that she has not yet received the Blood Drive dates for our building. As soon as she does she will post the dates.

DEP Odor Report

Mr. Zurl reviewed the DEP Odor report for the month of December. There were no questions from the Board.

Right to Know Monthly Report

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

IV. HEARINGS

There are no hearings at this time.

V. FIRST BUSINESS

Boards and Commissions

Mr. Zurl asked if the Board had reviewed the 2025 reports for the active boards. There were no questions or comments.

VI. OLD BUSINESS

There is no old business to discuss at this time.

VIII. NEW BUSINESS

There is no new business to discuss at this time.

VII. LAND DEVELOPMENT PLANS

500 & 516 Hepbron Rd – London Grove West 180 Day Extension

A motion was made by Mr. Summerfield to grant a 180 Day Extension for the 500 & 516 Hepbron Rd Project. A second was made by Mr. Sipple and passed with a vote of 4-0

530 E. Baltimore Pike – Hi Media Lab 180 Day Extension Request

A motion was made by Mr. Summerfield to approve the 180 day extension for the Hi Media Lab project due to the fact they are continually working to obtain the water and sewer improvements. A second was made by Mr. Connors and passed with a vote of 4-0.

Needham Farm Land Development Update

No one from the Needham Farm Land Development Project was in attendance to present.

Needham Farms – 180 Day Extension Request

After discussion from the Board, a motion was made by Mr. Connors to grant an extension until the Board of Supervisors meeting on March 11, 2026. At that time the Board will require an update of the forward progress. A second was made by Mr. Summerfield and passed with a vote of 4-0.

IX. EXTENSIONS

NO ACTION NEEDED

Development	Application	Date Received	Extension Expires	NOTES	Update
Needham Farms	Preliminary	3/15/2005	1/17/2026		Updated 9/11/2024
HI Media Labs	Preliminary	5/25/2023	2/8/2026		Still new No Updated Needed at this time.
524 Gap Newport Pike (Dillon Property)	Preliminary/Final	5/31/2023	12/27/2025		Still new No Update Needed at this time.
Ha’s Place Center	Preliminary/Final	1/31/2024	12/24/2025		
532 East Baltimore Pike	Preliminary	3/21/2025	12/16/2025		
500 & 516 Hepburn London Grove West Apts	Preliminary	4/30/2025	1/25/2026		

Development	Applications	Date Received	5 Year Expiration	Planning Commission Approved	Board of Supervisors Approved
London Grove West	Approved Final Plan	12/22/2010	5/25/2026	4/27/2011	8/10/2011
Kaolin Mushrooms	Approved Final Plan	12/11/2018	4/4/2026	2/28/2018	4/4/2018
AG Charter School	Preliminary/Final	11/30/2022	5/10/2028	4/26/2023	5/10/2023
Campbell 146 Garden Station	Preliminary/Final	3/24/2024	8/14/2029	7/31/2024	8/14/2024
110 State Rd. AG Charter Café	Preliminary / Final	4/1/2025	7/9/2026	6/25/2025	7/9/2025
Yeatman Tract	Preliminary / Final	8/30/2023	8/14/2030	7/30/2025	8/14/2025
Cliff Anderson	Preliminary	6/30/2021	12/10/2030	10/29/2025	12/10/2025
Moxley Rd. Subdivision	Preliminary / Final	9/24/2025	12/10/2030	11/26/2026	12/10/2025
304 Valley Road	Preliminary/Final	1/31/2025	12/10/2030	11/23/2025	12/10/2025
1204 Gap Newport Pike – Sheetz	Preliminary	2/26/2025	12/10/2030	11/23/2025	12/10/2025

XII. PUBLIC NON-AGENDA ITEMS

Mr. Zurl asked for public comment on non-agenda items. There were none.

ADJOURNMENT

A motion was made by Mr. Sipple to adjourn the meeting at 7:40 p.m., seconded by Mr. Summerfield and passed by a vote of 4-0.

Respectfully Submitted,

LaRain Catoia
Township Secretary