

CHADDS FORD TOWNSHIP BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES

Wednesday, February 28, 2024 - 6:30PM

This meeting was held at the Chadds Ford Township building, 10 Ring Road, Chadds Ford, PA 19317, and streamed live via Zoom.

Chair Reiner called the Board of Supervisors Workshop meeting to order at 6:30 p.m. with the Pledge of Allegiance. In attendance were Samantha Reiner, Chair; Timotha Trigg, Vice Chair; Kathleen Goodier, Supervisor; Mike Maddren, Esq., Township Solicitor; Michael Schneider, P.E., Township Engineer; Lacey Faber, Township Manager; and Emily Pisano, Assistant Township Manager. Fourteen (14) members of the public attended.

ANNOUNCEMENTS: Chair Reiner made the following announcements:

- The Board of Supervisors met in Executive Session on February 27th and prior to this evening's meeting to discuss personnel.
- The Chadds Ford Tax Collector will hold public hours for tax collection at the Township building on March 20th, 23rd, and 27th from 1:00 p.m. to 3 p.m. and on March 21st, 25th, and 28th from 5:30 p.m. to 7:00 p.m.

PUBLIC COMMENT (Agenda Items):

Mary Marines, Ring Road, asked about the possibility of the Township building a salt shed along Route 1 and mentioned traffic concerns.

Bill Grosskopf, Webb Road, asked about the possibility of the Township building a salt shed along Route 1 and mentioned aesthetic concerns.

Debbie Dean, Hunters Lane, asked if the final 2024 Township budget could be uploaded onto the Township website.

Betsy Grosskopf, Webb Road, asked about the possibility of the Township building a salt shed along Route 1 and mentioned aesthetic concerns and recommended the opportunity for public input should the Township move forward with a salt shed.

BOARD OF SUPERVISOR VACANCY:

- a. Appointment of Board of Supervisor:** The Board thanked those who applied for the vacant position. Mr. Maddren shared the Board's process of advertising the vacant position and interviewing the candidates. Chair Reiner made a motion to appoint Kathleen Goodier to the Chadds Ford Township Board of Supervisors, effective February 28, 2024, and ending on December 31, 2025. Vice Chair Trigg seconded the motion. There was no further discussion and the motion passed unanimously.

BOARD OF SUPERVISORS ORGANIZATION: Kathleen Goodier was sworn in by the Honorable Judge Wendy Roberts.

1. NEW BUSINESS ACTION ITEMS:

- a. Chadds Ford Easter Egg Hunt – Sunday, March 17, 2024:** The Board discussed the Easter Egg Hunt scheduled for Sunday, March 17, 2024, from 12 p.m.-1:30 p.m. at the Township building. Changes this year include the Easter Bunny arriving on a fire truck provided by Concordville Fire Department. Those interested in attending can register by emailing the number of children participating and their ages to info@chaddsfordpa.gov. Vice Chair Trigg made a motion to approve the 2024 Chadds Ford Township Easter Egg Hunt with a cost not to exceed \$250.00. Supervisor Goodier seconded the motion. There was no further discussion and the motion passed unanimously.

1. MISCELLANEOUS DISCUSSION ITEMS:

- a. Ordinance Considerations:** Township staff are working with the Township Solicitor in creating a timeline to advertise amendments to the Zoning Code and Zoning Map for a public hearing. Staff are also working to schedule individual meetings with HOAs to review proposed changes. Updates will be included on future Board agendas. No action was taken.
- b. Subdivision and Land development Ordinance:** The Board discussed a timeline advertising the public hearing for the adoption of the Subdivision and Land Development Ordinance amendments. No action was taken.
- c. Road and Property Maintenance RFP:** The current contract for Township road maintenance will expire on April 30, 2024. the Board discussed enhancing the road maintenance contract to include property and open space maintenance, providing a more comprehensive contract, allowing for greater efficiency, continuity of services, and a guaranteed rate structure for the life of the contract. No action was taken.
- d. Employee Dental Insurance:** This item was tabled without discussion.
- e. Walkable Chadds Ford – Transfer of Funds:** Planning efforts with PennDOT are ongoing. Due to the design of new ADA ramps and an adjustment to an already existing ramp, the plans required additional review by PennDOT. PennDOT recently submitted their review comments on these adjustments. Township staff are working with the Walkable Chadds Ford project team to address PennDOT's comments. The Board discussed how additional expenses will be funded for the project but no decisions were made. No action was taken.
- f. Fee Schedule Discussion:** The Board discussed proposed changes to the Fee Schedule including reinstating a \$50 HARB application fee, removing the consulting fees for Samantha Reiner, addition of the newly appointed solicitor for the Zoning Hearing Board, and consultation with Township professionals. The Board asked Township staff to review the process for Conditional Use applications and streamline it where possible prior to raising the application fee. No action was taken.
- g. Painter's Folly Annual Review – Continued:** The Board continued discussions from their January 31st Workshop meeting and reviewed the art studio rentals at Painter's Folly for the 2023 year. No action was taken.
- h. Art & Photography Contest and Township Annual Calendar:** The Board discussed an annual Township calendar and art & photography contest for residents. The calendar would include Township public meeting dates, community events, and holidays. Each month would feature art and photography submitted by residents. The contest is a free way to engage residents and the calendar costs about \$7,000-11,000.00 to print and mail depending on the number of residences and businesses in the Township. Due to the cost of the calendar, township staff are going to look into possible funding opportunities and advertising possibilities as a potential funding source to implement the calendar. No action was taken.
- i. Celebrate Trails Day, Earth Day, & Arbor Day Event:** The Board discussed the idea of a Celebrate Trails Day, Arbor Day, and Earth Day celebration in partnership with the

Chadds Ford Resident Association's roadside clean-up. The proposed event will be held on Saturday, April 27th with a rain date of April 28th. The event will kick off with the Residents Association's roadside cleanup in the morning. Volunteers will meet back at the Township building where lunch will be provided. Following lunch, a trail cleanup/educational walk will begin on the Harvey Run Trail. During the trail cleanup, at around 1pm, there will be a tree planting with the Township and the Brandywine Conservancy and Museum of Art in honor of Debbie Reardon. No action was taken.

- j. **Finance Committee – Duties & Responsibilities:** With the Finance Committee scheduled to meet on March 27th, the Board discussed the duties and responsibilities of the Committee. The Board also discussed expanding members of the Committee to include Ben Simons and Jon Trigg. No action was taken.

PUBLIC COMMENT:

Betsy Grosskopf, Webb Road, inquired about design responsibilities for the bridge replacement on Creek Road.

UPCOMING MEETINGS:

- Board of Supervisors Regular meeting, March 6, 2024, at 6:30 p.m.
- Historical & Architecture Review Board meeting, March 11, 2024, at 7:00 p.m.
- Board of Supervisors & Planning Commission joint meeting, March 13, 2024, at 5:30 p.m.
- Planning Commission Regular meeting, March 13, 2024, at 7:00 p.m.
- Open Space Committee meeting, March 14, 2024, at 7:00 p.m.
- Sewer Authority Board meeting, March 19, 2024, at 7:00 p.m.
- Zoning Hearing Board meeting, March 26, 2024, at 7:00 p.m.
- Finance Committee meeting, March 27, 2024, at 10:00 a.m.

ADJOURNMENT: There being no further business or public comment, upon motion of Chair Reiner, seconded by Vice Chair Trigg and unanimous vote, the meeting was adjourned at 8:13PM.

Respectfully submitted,

Lacey Faber, Township Secretary/Manager