

**REGULAR MEETING of the BOARD OF SUPERVISORS
CHADDS FORD TOWNSHIP
Wednesday, March 1, 2023 at 6:30PM**

MINUTES

CALL TO ORDER: PLEDGE OF ALLEGIANCE

A regular meeting of the Board of Supervisors of Chadds Ford Township, Delaware County, was called to order by Chair Samantha Reiner at 6:30 PM. In attendance were Noelle M. Barbone, Supervisor; Matt Baumann, Township Manager; Emily Pisano, Assistant Manager (Zoom); Mike Maddren, Solicitor; Mike Schneider, Township Engineer. Frank Murphy; Vice Chair was not in attendance. Four (4) members of the public were in attendance and two (2) members of the public attended via Zoom. The Pledge of Allegiance was recited.

ANNOUNCEMENTS

Chair Reiner made the following announcements:

- The Board met in Executive Session on February 1st and 8th and March 1st to discuss legal, real estate, and personnel matters.
- North American Land Trust (NALT) is seeking community volunteers to help plant trees on May 6th from 9 AM to 4 PM, with a rain date scheduled for May 13th. Light refreshments and lunch will be served. Please bring your own tools if possible. Please RSVP at brintonrunpreserve@nalt.org
- The Chadds Ford Historical Society will have their 2023 Lecture Series on March 2nd, April 6th, and May 4th at 7 pm. Experienced lecturers will discuss the influences of the Brandywine Valley.
- The HARB meeting scheduled for March 13th has been moved to April 10th at 7 pm to discuss Brandywine Conservancy's applications to demolish four (4) buildings that were severely damaged due to Hurricane Ida.

PUBLIC COMMENT Agenda Items

Jody Allen – 110 Kelly Drive – asked about agenda item 5f. Mr. Allen asked what the process is for board appointments and if public notice is given when there are vacancies. Mr. Allen also asked if there is a conflict of interest in Mr. Trigg's appointment as Zoning Hearing Board Alternate since he is the husband of Timotha Trigg who is a member of the Planning Commission and is also running for Supervisor. Mr. Maddren replied that there is no conflict of interest unless Ms. Trigg is elected. Mr. Trigg would need to resign if Ms. Trigg becomes a Supervisor. Mr. Baumann shared that board openings are shared on the Township's social media and website.

Debbie Dean – Chadds Ford resident – asked about agenda item 5c. Ms. Dean asked how Resolution 2023-15 came about and what happens to the residents who may not have paid their 2022 taxes. Chair Reiner stated that the Resolution came about at her request. All those currently on the list the Tax Collector submitted to the Delaware County Tax Claim Bureau are commercial properties and the total amount is less than \$6,000. Mr. Maddren shared that he believes tax delinquencies under the Blight Act preclude someone from filing for permits.

Ms. Dean also asked if Chadds Ford has a conflict of interest policy. Mr. Maddren replied that the Ethics Act is Chadds Ford's policy.

Mr. Allen asked a follow up question on the Ethics Act. Mr. Maddren stated that if he sees an ethics issue within the Township, he states his concerns based on the Ethics Act.

APPROVAL OF MINUTES

1. January 25, 2023 – Board of Supervisors Workshop Minutes

Supervisor Barbone made a motion to approve the Board of Supervisors Workshop Meeting minutes from January 25, 2023 as amended. Chair Reiner seconded the motion and it passed 2-0.

2. February 1, 2023 – Board of Supervisors Regular Meeting Minutes

Supervisor Barbone made a motion to approve the Board of Supervisors Regular Meeting minutes from February 1, 2023. Chair Reiner seconded the motion and it passed 2-0.

3. February 8, 2023 – Board of Supervisors Joint Planning Commission and Board of Supervisors Minutes

Supervisor Barbone made a motion to approve the Planning Commission and Board of Supervisors Joint Meeting minutes from February 8, 2023 as amended. Chair Reiner seconded the motion and it passed 2-0.

SUPERVISORS' REPORT

1. TOWNSHIP MANAGER'S REPORT

Painter's Folly Artist Studios

The PF Artist Studios are sold out through June. Staff hears lots of valuable feedback from the members including what a great place to be inspired and paint because of the rich connection to Andrew Wyeth.

Zoning Code Update

Staff has sent to the County, through the Act 247 review process, copies of the zoning document as recommended by the Planning Commission. The Township expects the review to take at least 60 days. An announcement will be made when the public hearing is scheduled.

Township Audit

Leitzell and Economides were at the Township Building for three (3) days the week of February 13th to perform their 2022 Audit Review. It was a relatively smooth process with the draft results expected in April.

Easter Egg Hunt

Chadds Ford Township is very pleased to announce their first Easter Egg Hunt event to be held on Saturday, April 1st. From 10-10:30 there will be an egg hunt for ages 1 to 3, take photos with the Easter Bunny from 10:30-11, and a hunt for 4–6-year-olds will be from 11-11:30 am. This will be held at the Chadds Ford Township Playground.

2. TREASURER'S REPORT

Supervisor Barbone shared the Treasurer's Report.

Supervisor Barbone made a motion to approve general fund expenditures in the amount of \$62,253.16. The motion was seconded by Chair Reiner and passed 2-0.

Supervisor Barbone made a motion to approve Open Space expenditures in the amount of \$15,364.56. The motion was seconded by Chair Reiner and passed 2-0.

Supervisor Barbone made a motion to approve ARPA expenditures in the amount of \$10,682. The motion was seconded by Chair Reiner and passed 2-0.

3. ENGINEER'S REPORT

Mr. Schneider announced that Annual Township Road Survey will be completed in the coming weeks.

Chair Reiner said the Township is looking for a Roadmaster and any resident interested can reach out to Mr. Baumann for additional information.

4. OLD BUSINESS

ACTION ITEMS

5. NEW BUSINESS

ACTION ITEMS

- a. Motion to approve the Annual Planning Activities Report as required by the MPC (Section 207)

Chair Reiner encouraged all to take a look at the report to see what the Planning Commission accomplished within the past year. Mr. Maddren said all of the activities reflected in the report are also reflected in the 2022 Planning Commission minutes available on the Township's website.

Supervisor Barbone made a motion to approve the 2022 Planning Commission written activities report. Chair Reiner seconded the motion and it passed 2-0.

- b. Motion to approve the Annual Open Space Activities Report as required by the Township Code

Supervisor Barbone stated that although the Board is approving the report they are not necessarily approving the items described in the report. Some of the items have yet to be brought in front of the Board of Supervisors.

Supervisor Barbone made a motion to approve the Open Space Activities Report as required by the Township Code. Chair Reiner seconded the motion and it passed 2-0.

- c. Motion to approve Resolution 2023-15 to exonerate the Chadds Ford Tax Collector of uncollected taxes from 2022

The purpose of the Resolution is to exonerate the Township Tax Collector from the collection of 2022 Township Real Estate Taxes forwarded as delinquent to the Delaware County Tax Claim Bureau.

Supervisor Barbone made a motion to approve Resolution 2023-15 to exonerate the Chadds Ford Tax Collector of uncollected taxes from 2022. Chair Reiner seconded the motion and it passed 2-0.

d. Motion to approve Helene Badeau to the Open Space Committee

Appointed members of the Open Space Committee serve a two (2) year term, are residents of the Township, and are appointed by the Board of Supervisors. Their tasks, among other things, include making recommendations to the Board on development of an open space plan, identifying properties suitable for open space, and identifying existing open space.

Chadds Ford resident Helene Badeau has been recommended as the newest member of the Open Space Committee. She was recommended after it was brought to the attention of the Board of Supervisors that an additional voting member was needed.

Supervisor Barbone made a motion to approve Helene Badeau as a member of the Open Space Committee. Chair Reiner seconded the motion and it passed 2-0.

e. Motion to approve copier lease

Staff has solicited 4 copier/printer companies for price quotes for a new copier/printer contract. The current lease which was signed in early 2019, contained a provision that increased the rate per year by 10%. Current items of concern for the current Fraser contract are the annual fee increases and the low color pages allowed in the contract. The Township is paying between \$200-\$500 a quarter for excess color copies. After negotiations, Fraser Advanced Information Systems met all Township requirements and agreed the current contract was outdated. The total cost of the contract will be \$19,800 which was \$3k less than the next vendor. The Township Solicitor has reviewed the Lease and made comments which the Vendor has accepted.

Supervisor Barbone made a motion to approve the new copier lease for Fraser Advanced Information Systems for a sixty (60) month period. Chair Reiner seconded the motion and it passed 2-0.

f. Motion to approve Resolution 2023-16 to appoint Jon Trigg as a Zoning Hearing Board Alternate

The Township's Zoning Code, Chapter 135-172 B., requires that an Alternate for the Zoning Hearing Board be approved via Resolution. There are currently three (3) vacancies to serve as Alternates to compliment the three (3) existing Zoning Hearing Board members.

Chadds Ford resident Jon Trigg has been recommended as an Alternate to serve on the Zoning Hearing Board for a term to expire on December 31st, 2023.

Supervisor Barbone made a motion to approve Jon Trigg to serve as an Alternate on the Zoning Hearing Board with a term to expire on December 31, 2023. Chair Reiner seconded the motion and it passed 2-0.

OTHER DISCUSSION ITEMS

Ms. Dean asked if the Second Class Township Code and MPC links could be fixed as they are currently broken. Mr. Baumann said they will be updated immediately.

Mr. Allen asked if recordings of public meetings can be added to the Township website. Mr. Baumann replied that there is only a certain amount of space on the Township's Zoom account. Meetings can be posted but would need to be deleted later to add space on the Zoom account. Mr. Allen suggested posting the meetings to YouTube and sharing the links.

PUBLIC COMMENT Non-Agenda Items

No public comment.

ADJOURNMENT

There being no further business or public comment, upon motion of Chair Reiner, seconded by Supervisor Barbone and unanimous vote, the meeting was adjourned at 7:05PM.

Respectfully submitted,

Matthew Baumann
Township Manager