

**Newlin Township
Board of Supervisors
Meeting Minutes
April 12, 2021**

Call to Order: The Board of Supervisors' monthly Board Meeting convened at 7:30 p.m. on Monday, April 12, 2021, via Zoom Internet. Present were Supervisors Bill Kelsall (Chair), Bob Pearson and Jim Cornell, and Secretary/Treasurer Gail Abel.

Announcements: No announcements.

Comments: No comments.

Minutes: Ms. Abel presented the minutes of the Supervisors' March 8, 2021, Board Meeting. Mr. Pearson's motion to approve those minutes was seconded by Mr. Cornell and unanimously approved.

Financial Report: Ms. Abel presented the monthly Financial Report: As of March 31, 2021, the Township had \$1,826,438.65 on deposit, including \$1,453,754.72 in general and unrestricted funds. Overall, this represented a net increase of \$99,415.47 since February 28, 2021. Mr. Cornell's motion to approve the Financial Report was seconded by Mr. Pearson and unanimously approved.

Payment Authorization: Ms. Abel presented a list of pending bills, invoices and other recurring/routine payments totaling \$58,512.02 - \$32,189.26 from the General Fund, \$25,469.75 from the Fire & EMS Tax Account and \$853.01 from the State Liquid Fuel Fund - and requested payment authorization. Mr. Cornell's motion to authorize payment of the listed items was seconded by Mr. Pearson and unanimously approved.

Laurel Road – Property Purchase Agreements: Kristin Camp, the Township's Solicitor, advised that the Township is now in receipt of Agreements of Sale (which her firm had prepared and negotiated) for the following Laurel Road Properties:

- 619 Laurel Road John and Mary Hughes - \$515,000.
- 623 Laurel Road Thomas Zeidman and Kelly Boon - \$550,000.
- 625 Laurel Road Jeremy and Renee Clewell - \$500,000.

She noted that at the February Board Meeting the Supervisors had resolved to acquire these properties by condemnation or by agreements of sale in lieu of condemnation, and confirmed that the sale prices were established by independent appraisal. Mr. Cornell's motion to authorize the Chair to execute all three Agreements of Sale on behalf of the Township was seconded by Mr. Pearson and unanimously approved.

Open Space Committee Funding Request: Janet Sidewater, Chair of the Township's Open Space Committee, was in attendance, along with the Brandywine Conservancy's Ellen Ferretti (Director) and John Goodall (Senior Outreach Associate Director). Ms. Sidewater announced the Open Space Committee's recommendation that the Township support the

Brandywine Conservancy's effort to expand the exceptional Chester County preserve, "The Laurels", by contributing \$10,000 toward its acquisition of an 82-acre parcel adjoining the western boundary of The Laurels. Mr. Cornell noted that the Township's current Budget already provides for a \$10,000 Open Space contribution in 2021, and suggested that that budgeted amount could be used for the requested contribution to expand The Laurels. Mr. Pearson's motion to contribute \$10,000 to the Brandywine Conservancy for the purchase of 82 acres to expand The Laurels was seconded by Mr. Cornell and unanimously approved.

Ms. Ferretti thanked the Supervisors for their support.

Chester County Transportation Improvements 2021: Mr. Kelsall advised that the Township must respond to Chester County's bi-annual Transportation Improvements Inventory (TII), which presents a record of known transportation needs within the County and is an important planning resource for the County's coordination with PennDOT. The Supervisors updated the presented TII list by removing PennDOT's Brandywine Creek Road reconstruction (that reconstruction was completed in 2020).

Road Master Update: Mr. Pearson noted that the township had received a complaint about the challenging steep curve on Harvey's Bridge Road, and recommended that that portion of the road be made "one-way", up-hill, pending the design and completion of a more permanent solution.

He also referenced concerns received regarding Wheatland Drive traffic. Wheatland Drive currently has no posted speed limit, so the under Pennsylvania law the speed limit defaults to 35 mph. Mr. Pearson said the Township will perform a speed study for speed enforcement.

Bank Accounts: Ms. Abel noted that the Loan Agreement relating to the General Obligation Note authorized at the March Board Meeting, requires the Township to maintain a money market account at TD Bank, N.A, and recommended converting the Township's existing TD Land Acquisition Account to a money market account. The Supervisors concurred

Pa One Call Proclamation: Each year the Township receives correspondence from PA One Call requesting a Proclamation recognizing the month of April as "PA 811 Safe Dig Month" and encouraging all homeowners and excavators to dial 811 at least three business days in advance of an excavation project. Mr. Kelsall noted:

"There are gas lines in the Township you would not want to hit if you had not used this service. If you do not call 811 you are responsible. If 811 is called and you hit a line they didn't tell you about, you are not charged."

Mr. Pearson's motion to issue the requested Proclamation was seconded by Mr. Cornell and unanimously approved.

Authorization to advertise Bids: Mr. Pearson advised that the Township's invitation for annual bids, for materials and equipment used for various road projects and maintenance throughout the year, should be published soon for bid letting at the Supervisors' May 10th meeting. His motion to advertise the annual bids in the Daily Local News was seconded by Mr. Kelsall and unanimously approved.

Employee Compensation Adjustments: Mr. Kelsall recommended a minor compensation adjustment for Rob Mastrippolito: A \$1.00/per hour salary increase and elimination of any separate monthly compensation relating to his Rental Manager duties. He advised that this change was not expected to have much of an effect on Mr. Mastrippolito's total compensation. Mr. Cornell's motion to accept Mr. Kelsall's recommendation was seconded by Mr. Pearson and unanimously approved.

Adjournment: Upon Mr. Cornell's motion, seconded by Mr. Pearson, the meeting was adjourned.

Time: 7:56 p.m.

Respectfully Submitted,

Gail Abel, Secretary

