LONDON GROVE TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
January 6, 2025 – 7:00 P.M.
Reorganization/Monthly Meeting

MEMBERS PRESENT:	**STAFF PRESENT:**
David Connors	Ken Battin, Township Manager
Stephen Zurl	Dawn Maciejczyk, Assistant Township Manager
Christina Fanning	Shane Kinsey, Director of Public Works
Megan Mraz	LaRain Catoia, Township Secretary
Michael Summerfield	3 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 the next regularly scheduled meeting will take place on February 12, 2025 at 7:00 p.m., the meeting agenda deadline is February 5, 2025 at noon.

I. PUBLIC COMMENT
Mr. Zurl called for Public Comment on agenda items. Mr. Bob Vanella recognized the Public Works department for the outstanding job they did with the snow storm today.

II. OATH OF OFFICE
There is no one to take the Oath of Office for the 2025 year.

III. APPOINTMENTS: VIA TEMPORARY CHAIRMAN

Nominations- Chairman and Vice Chairman
Mrs. Mraz asked for nominations for Chairman. Mr. Summerfield nominated and made a motion to appoint Mr. Zurl for Chairman, seconded by Ms. Fanning. Mr. Zurl accepted the nomination and it was approved by a vote of 5-0.
Mr. Zurl asked for nominations for Vice Chairman. Mr. Connors nominated Mrs. Fanning for Vice Chairman. Mrs. Fanning accepted the nomination. Mr. Connors made a motion to appoint Mrs. Fanning as Vice Chairman for 2025, seconded by Mrs. Mraz and approved by a vote of 5-0.

2025 Appointments/Reappointments to Boards and Commissions- Exhibit A
Mr. Zurl asked if there were any questions or concerns on Exhibit A. Mrs. Fanning made a motion to approve Exhibit A appointing/reappointing the following people:
Mr. Robert Vanella – Planning Commission 1/1/2025-12/31/2028
Mr. Charles Shock – Planning Commission 1/1/2025-12/31/2028
Mr. Seth Bradford – Open Space 1/1/2025-12/31/2027
Mr. Brian Lee – Open Space 1/1/2025-12/31/2027
Ms. Erin Klazbach – Open Space 1/1/2025-12/31/2027
Mr. Eric Brown – Open Space 1/1/2025-12/31/2027
Mr. Casey Groff – Parks & Recreation 1/1/2025-12/31/2027
Mr. Gerald Yeatman – Vacancy Board 1/1/2025 – 12/31/2025
Mr. Rich Scott-Harper – SECCRA Board 1/1/2025-12/31/2025
Mr. Neil Chandler – EAC 1/1/2025-12/31/2027
Seconded by Mr. Connors and approved by a vote of 5-0.

Announcement of Vacancies of Boards and Commissions- 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, seconded by Mr. Summerfield and approved by a vote of 5-0. Exhibit B lists the following vacancies:

Parks and Recreation (3)
Inniscrone Golf Course Advisory Committee (4)
Township Auditors (2)
Environmental Advisory Board (3)
Tree Committee (7)
Historical Commission (1)
Agricultural Security Area (2)
Uniform Construction Code Board of Appeals (2)
Uniform Construction Code Board of Appeals Alternate (2)
Municipal Authority Board (1)

Staff Appointments/Bond Amounts- Exhibit C

Mr. Zurl asked if there were any questions or concerns on Exhibit C. There were none. Mr. Connors made a motion to approved Exhibit C as presented, seconded by Mrs. Fanning and approved by a vote of 5-0. Exhibit C list the following staff appointments/bond amounts:

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 Bond- Tracy Kellett
Tax Collector Bond/$100,000.00- Kurt Engleman

Designation of Depositories- Exhibit D

Mr. Zurl asked if there were any questions or concerns on Exhibit D.

Resolution No. 849- PNC Bank Mr. Summerfield made a motion to approve Resolution No 824, seconded by Mrs. Fanning and approved by a vote of 5-0.

Resolution No. 850- Fulton Bank Mr. Summerfield made a motion to approve Resolution No 825, seconded by Mrs. Fanning and approved by a vote of 5-0.

Resolution No. 851-Citadel Bank Mr. Summerfield made a motion to approve Resolution No 826, seconded by Mrs. Fanning and approved by a vote of 5-0.

Resolution No. 852 PLGIT Mr. Summerfield made a motion to approve Resolution No. 827, seconded by Mrs. Fanning and approved by a vote of 5-0.

Appointment of PSATS Delegate- PSATS Conference May 4-7, 2025

Mr. Connors made a motion to appoint Mr. Summerfield as the PSATS Delegate, seconded by Mrs. Mraz and approved by a vote of 5-0.

Professional Appointments & Fees Resolution No. 848

Mr. Battin mentioned that Rob Ragan will be stepping back as the Township Engineer but will continue

with the special projects. E.B. Walsh has been recommended to be the Township Engineer. Mrs. Fanning made a motion to approve Resolution No. 848, seconded by Mrs. Mraz and approved by a vote of 5-0. (For full l of professional appointments and fees please visit the website.)

Actual Disposition of Records 2016-2024 Resolution No. 853

Mrs. Mraz made a motion to approve Resolution No. 853, seconded by Mrs. Fanning and approved by a vote of 5-0.

IV. CORRECTION/APPROVAL OF MINUTES

The Board reviewed the meeting minutes of December 11, 2024, Mr. Zurl noted that a correction needed to be made to VII. New Business, 1052 Spencer Rd Waiver 22-606.5. The waiver was granted pending approvals from Rob Ragan. Mrs. Fanning made a motion to approve the meeting minutes with the correction seconded by Mr. Summerfield and approved by a vote of 5-0.

V. REPORTS FOR DECEMBER 2024

Inniscrone Golf Course

Mr. Zurl reviewed the Golf Course report for December 2024, prepared by Mr. Ward. There were no questions from the Board.

Code Department Report

Mr. Zurl reviewed the Code Department report and asked if the Board had questions. There were none.

Public Works

Mr. Kinsey presented the Public Works Department report. Woodview Rd Bridge looks like it is ready to start. Mr. Kinsey is going to start inquiring and pushing for the Glen Willow comments from the DEP be addressed as to keep the projects progressing.

Finance Department

Mr. Zurl reviewed the Financial Report for December 2024, prepared by Mrs. Kellett. There were no questions from the Board. Mr. Summerfield made a motion to approve the December report, seconded by Mr. Connors and approved by a vote of 5-0.

Monthly Emergency Services/Fire Marshal Report

Mr. Zurl reviewed the 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. Mr. Zurl noted that the Christiana Care West Grove Campus Emergency Room is scheduled to open late July 2025.

VI. HEARINGS

VII. FIRST BUSINESS

CoSTARS Salt Bid Authorization

Mr. Kinsey explained to the Board the need for the ability to buy salt from multiple suppliers. The ability to buy from multiple suppliers helps us in case of a salt shortage. Mrs. Mraz made a motion to approve the Bid Authorization, seconded by Mrs. Fanning and approved 5-0.

VIII. OLD BUISNESS

VPP Grant Route 41

Mr. Battin explained that the full report from Bowman was received just hours before the Meeting. This is the final draft and it is based on the comments that the Board and other participants have previously made. They have incorporated many of the comments into this final draft. Mr. Battin's suggestion is to accept the Report and if there are changes to be made in the future they can be changed by Resolution or a directive from the Board. It is to be noted that the majority of the conflict is within the Avondale Borough. The motion was made by Mr. Connors to accept the final draft along with Mr. Battin's suggestion of making changes if needed. The motion was seconded by Mrs. Mraz and passed with a vote of 5-0.

Route 41 & Route 841 Roundabout Discussion

Mr. Battin updated the Board letting them know that another design is being drafted. Mr. Battin has another meeting with PENDOT in a couple of weeks.

IX. NEW BUSINESS

West Grove Fire Company Agreement 2025

Mr. Zurl asked if the Board had any questions regarding the Agreement. There were none. Mrs. Marz made the motion to accept the 2025 West Grove Fire Company Agreement. A second was made by Mrs. Fanning and passed with a vote of 5-0.

Southern Chester County Emergency Medical Services 2025 Agreement

Mr. Zurl inquired what we would be using as the payment schedule. He requested that we make quarterly payments. The motion was made by Mr. Summerfield to accept the 2025 Southern Chester County Emergency Medical Services and make quarterly payments. A second was made by Mrs. Fanning and passed with a vote of 5-0.

X. LAND DEVELOPMENT PLANS:

Dillion Property – 90 Day Extension Request

Mr. Summerfield made the motion to approve the 90 day extension request. Mr. Connors seconded the motion. It passed with a vote of 5-0

Yeatman tract – 90 Day Extension Request

Mrs. Fanning made a motion to approve the 90 day extension request. Mr. Connors seconded the motion. Passing with a vote of 5-0.

Needham Mushroom Farms – 6 Month Extension Request

Mr. Connors made a motion to approve the 6 month extension request. Mrs. Mraz seconded and it passed with a vote of 5-0.

XI. EXTENSIONS NO ACTION NEEDED

Development	Application	Date Received	Extension Expires	NOTES	Update
Needham Farms	Preliminary	3/15/2005	7/21/2025		Updated 9/11/2024
Barbara Yeatman	Preliminary/Final	10/1/2018	3/4/2025		Jerry updated the BOS at 6/2024 BOS meeting

Cliff Anderson	Preliminary	6/30/2021	3/4/2025	Received updated plans 8/6/2024	Cliff updated the BOS at 6/2024 BOS meeting
HI Media Labs	Preliminary	5/25/2023	2/13/2025		Still new No Updated Needed at this time.
524 Gap Newport Pike (Dillon Property)	Preliminary/Final	5/31/2023	3/31/2025		Still new No Update Needed at this time.
Yeatman Tract	Preliminary	8/30/2023	3/4/2025	Planning Commission Recommended Approval of 5 out of 6 waivers	Gave update to the Planning Commission 7/31/2024- Requested Waivers
Ha's Place Center	Preliminary/Final	1/31/2024	3/29/2025		Still new No Update Needed at this time.
Gamache Property	Preliminary/Final	7/31/2024	7/31/2025		Still new No Update Needed at this time.

APPROVED PLANS 5-YEAR EXPIRATION

Development	Applications	Date Received	5 Year Expiration	Planning Commission Approved	Board of Supervisors Approved
London Grove West	Approved Final Plan	12/22/2010	5/25/2025	4/27/2011	8/10/2011
Kaolin Mushrooms	Approved Final Plan	12/11/2018	4/4/2026	2/28/2018	4/4/2018
Marks Properties	Approved Final Plan	2/26/2020	12/2/2025	11/18/2020	12/2/2020
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
Hoopes Property	Preliminary / Final	10/20/2024	11/13/2029	10/30/2024	11/13/2024
London Way – Butler Property	Preliminary / Final	9/25/2024	12/11/2029		No update needed at this time.

XII. PUBLIC COMMENT NON-AGENDA ITEMS

Mr. Zurl asked if there were any public comments on Non-Agenda Items. There were none. He announced that there would be a brief executive session following the adjournment of the meeting.

ADJOURNMENT

A motion was made by Mrs. Fanning to adjourn the meeting at 7:45 p.m., seconded by Mr. Summerfield and approved by a vote of 5-0.

Respectfully submitted,

LaRain Catoia
Township Secretary