



Upper Uwchlan Township  
Board of Supervisors Workshop  
December 10, 2024  
4:00 p.m.  
Minutes  
Approved

Attendees:

Jenn Baxter, Chair  
Andy Durkin, Vice-Chair  
Sandy D'Amico, Member

Tony Scheivert, Township Manager  
Lindsay Yeager, Assistant Township Manager  
Gwen Jonik, Township Secretary  
Rhys Lloyd, Codes Enforcement Officer  
Tom Jones, Police Chief  
Mike Esterlis, Public Works Director

Rob Daniels, Brandywine Conservancy  
Olivia Falcone, Brandywine Conservancy  
Grant DeCosta, Brandywine Conservancy  
Kristin Camp, Esq., Township Solicitor

The Workshop was held at the Township Building, 140 Pottstown Pike, Chester Springs PA 19425.

Jenn Baxter called the Workshop to order at 4:02 p.m., led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the Workshop. There were 4 citizens in attendance. Mrs. Baxter announced that we'd jump ahead to agenda item #4 while awaiting a few people running late.

Increasing Elected Auditor's and Township Supervisor's compensation – discussion.

The State passed legislation this year allowing for increases in the elected auditor's compensation from \$10.00/hour to up to \$18.00/hour for performing the annual audit and other duties of the office. While we currently use a CPA Firm to perform our audits, if in the future we want the elected auditors to do so, or while they tend to other duties of the office, their compensation would already be at an updated rate.

Legislation also increases the allowable compensation caps for township supervisors. These increases are not mandatory. The Board can decide whether to implement all or part of the increase or maintain current compensation rates. The current cap for Upper Uwchlan's size (population between 10,000-14,999) is \$3,250/year. The new cap for our population size is \$5,450/year.

These increases are effective at the beginning of the next term for these elected officials. The Board held brief discussion and Tony Scheivert will research what other Townships are doing.

2025 Board and Commission Meeting Calendar.

The Board reviewed the proposed 2025 Boards and Commissions meeting calendar and approved it for distribution.

Volunteer Service Credit Program

Kristin Camp introduced a draft ordinance for the Board to consider, allowing for real estate and earned income (EIT) tax credits to Upper Uwchlan Township residents who volunteer with/for emergency response services. The County recently adopted an ordinance containing specific criteria for eligibility, which we would follow the County's eligibility. It could be a credit of 100%

property tax and/or 100% EIT. The Board discussed whether the Upper Uwchlan resident who volunteers with an agency that serves Upper Uwchlan or serves any EMS agency. Discussion resulted with those who live in Upper Uwchlan Township and serve any volunteer emergency management service within Chester County, 100% real estate tax credit and up to \$250.00 earned income tax credit. The ordinance will be advertised for adoption at the Board's January 6, 2025 organization meeting.

#### 640 Little Conestoga Road Lot A Purchase Agreement ~ Discussion.

Kristin Camp distributed an Agreement of Sale between the Pennsylvania Turnpike Commission and Upper Uwchlan Township for the purchase of Lot A (12+ acres with a house, barn and other outbuildings) of the Turnpike's property at 640 Little Conestoga Road. She noted the purchase would be "as is". There are 34 exceptions to the Title but not all of them are applicable to Lot A. The title company will review it to see what can be deleted. We'll have a Phase 1 Environmental Study done by Gilmore & Associates once we own it. It's been a farm for a long time. The Agreement of Sale isn't affected by the Title exception and could be executed December 16, 2024 and have settlement the same day as the Acker parcel, potentially December 23, 2024. Sandy D'Amico suggested we contact The Daily Local News to publicize that we're saving more than 24 acres of open space between the 2 purchases.

The Acker parcel is 12+ vacant acres on Byers Road near Lionville Station Road. There are no structures on that parcel.

#### Updated Village Design Guidelines (VDG), Village Concept Plan (VCP), and Comprehensive Plan (CompPlan) ~ Discussion

Sally Winterton, Joe Stoyack, Vivian McCardell and Gerry Stein joined the discussion. Jenn Baxter advised that the Board has reviewed the documents, provided revisions to Brandywine Conservancy in November, which have been completed, and received comments from Vivian.

Discussion included:

the Board's edits have been incorporated into the VCP but haven't been changed in the CompPlan; an overarching summary of the Board's revisions is that they took issue with the specificity of the incentives - they weren't comfortable with how ordinances would come from them; the vision remains in place; some incentives and references to amending ordinances were removed; changed "incentive" to "flexibility"; the Plans have no teeth without ordinances and we'll need to be very careful with how we write ordinances; tie incentives to those properties on our historic resource inventory list, not all parcels in the village are historic or contain an historic structure; a developer might want to retain the feel and ambience but they might not have the financially feasible aspects to carry out preservation; everyone does want to protect historic resources; everyone wants the small town / village feel; there are too many details that do not need to be in the VCP or CompPlan; specifics are for the ordinances; has the Historic Resource Protection Plan been deleted; some implementation strategies have been changed from "implement" to "evaluate", and then they don't get done; would prefer a commitment; could we change "evaluate" to "review" or something else; the CompPlan is a guideline – details are for in ordinances, which should be consistent with the VDG, VCP, CompPlan; an Historic Architectural Review Board is not something to tackle; some of the implementation steps have been moved to other places - not removed.

Is the Village Concept Plan getting close to being approved, in the Board's eyes? Yes, it's getting close.

Is the CompPlan close enough to begin drafting or amending ordinances? It's getting closer.

Edits to the Historic Resource Protection Plan are still in question. The Board will provide their edits to the Historical Commission.

These documents are not yet ready to be released for public review. Further discussion will take place at the December 16 Supervisors meeting.

Open Session

No comments were offered.

Adjournment

There being no further business to be brought before the Board, the Workshop was adjourned at 5:30 p.m.

Respectfully submitted,

Gwen A. Jonik  
Township Secretary