



TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS MEETING
June 23, 2025
7:00 p.m.
Approved

Attending:

Board of Supervisors

Jennifer F. Baxter, Chair
Andrew P. Durkin, Vice-Chair
Sandra M. D'Amico, Member

Kristin Camp, Esq., Township Solicitor

Township Administration

Tony Scheivert, Township Manager
Lindsay Yeager, Assistant Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer
Rhys Lloyd, Director of Code Enforcement
Anthony Campbell, Zoning Officer
Tom Jones, Police Chief
Dave Leh, Township Engineer

LOCATION: The Barn at Upland Farm, 301 Pottstown Pike, Chester Springs PA 19425

Mrs. Baxter called the evening to order at 7:03 p.m., led the Pledge of Allegiance, and offered a moment of silence. No one planned to record the meeting. There were 15 citizens in attendance.

Mrs. Baxter announced that Executive Sessions had been held June 18, 2025 and earlier this evening regarding legal issues.

Approval of Minutes

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve as presented the minutes of the May 19, 2025 Board of Supervisors meeting. The motion carried unanimously.

Approval of Payments

Mr. Durkin moved, seconded by Mrs. D'Amico, to pay all vendors listed June 18, 2025. The motion carried unanimously.

Treasurer's Report

Jill Bukata reported the balance sheet remains strong; year-to-date revenues are at 56.8% of the budget; year-to-date expenses are at 42.2% of the budget; earned income tax receipts are \$86,000 higher than the end of May 2024.

Transfer from General Fund to Capital Fund. Mrs. Bukata requested the Board's authorization to transfer \$400,000 from the General Fund to the Capital Fund, as provided for in the 2025 Budget, for budgeted expenses in the coming months. Mr. Durkin moved, seconded by Mrs. D'Amico, to authorize the transfer. The motion carried unanimously.

Supervisor's Report

Mrs. Baxter announced they met a candidate for the Environmental Advisory Council. They'll discuss all candidates with the Chair.

Mrs. Baxter read the published calendar and yard waste dates: June 25, 2025 7:00 p.m. Zoning Hearings: Applicant Musuku; Applicant Gunner Properties; being held at the Upland Farm Barn, 301 Pottstown Pike, Chester Springs, access and parking lot on Darrell Drive; June 29, 2025 1:00-4:00 p.m. Farmhouse Museum open at Upland Farm hosted by the Historical Commission; July 4, 2025 Office Closed ~ Independence Day; July 8, 2025 4:00 p.m. Board of Supervisors Workshop; July 12, 2025 9:00 a.m.-3:00 p.m. Garden Tour, presented by the Park & Recreation Board; July 13, 2025 4:30

p.m. Summer Concert at Upland Farm Barn ~ Live Music by Starner & Schmids Acoustic Duo, hosted by the Park & Recreation Board; July 21, 2025 7:00 p.m. Board of Supervisors Meeting, Conditional Use Hearing ~ 705 N. Reed Road; and yard waste collection dates: July 9, July 23, August 6.

Administration Reports

Township Engineer's Report

Dave Leh reported that construction is almost complete for 241 Park Road – Ducklings Daycare; a Phase 2 plan has been submitted for Byers Station Parcel 5C Lot 2B to add another 10,500 SF building instead of the drive-through restaurant. Plans are being reviewed by the consultants.

Building and Codes Department Report

Rhys Lloyd reported that 65 building permits were issued last month, totaling \$25,225 in permit fees; he and Anthony Campbell conducted 177 scheduled inspections; 5 new homes settled; 10 properties exchanged hands; a Certificate of Occupancy was issued for Ducklings Daycare; a dozen zoning complaints were investigated; another successful “Giving Bikes Back” collection; and they assisted with a girl scout project assembling Adirondack chairs for Upland Farm Park.

Police Chief's Report

Chief Jones reported the Department had 964 calls for service, 7 adults arrested last month, 2 juvenile arrests; the Block Party was a huge success – Public Works and Staff did a great job; K9 Officer Dexter is on his first shift as of 6:00 tonight – Officer Zmuida went through training for patrol canine and weapons canine; investigating threats throughout the weekend and today regarding cyber-attacks in retaliation for the Iran bombing this weekend ... look closely at emails and messages.

Public Works Department Report

Mike Esterlis reported that along with completing 145 work orders, the crew completed road base repairs on Graphite Mine Road, inlet and base repairs in Byers Station and Eagle Hunt, the new roadside mower is in service, and we're hiring a road worker.

Gerry Stein asked what is next with the Font Road project (Milford Farms sanitary sewer expansion). Mr. Esterlis advised they'll be installing the stubs to the homes.

Mrs. Baxter commended the Public Works Staff for their work toward the success of the Block Party.

Pavement Marking Contract. Mr. Esterlis noted we are part of a 7-municipality Pavement Marking Consortium in the County. Bids were requested and Alpha Space Control was the sole bidder. The price for our work, \$40,960, is half what we budgeted, \$87,100. Mr. Durkin moved, seconded by Mrs. D'Amico, to ratify the \$40,960.00 bid. The motion carried unanimously.

Land Development

241 Park Road ~ Ducklings Daycare Bond Reduction Request. Dave Leh advised that the developer has requested the second and Final financial security reduction for the Ducklings Daycare project. All construction items have been satisfactorily addressed, and Gilmore recommends releasing \$194,635.70 upon receipt of a maintenance bond for \$7,098.60 and payment of all outstanding consultants' invoices. The maintenance bond is to cover the sidewalk and curbing.

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve the release of \$194,635.70 conditioned on receipt of the maintenance bond and payment of consultants' fees. The motion carried unanimously.

ADMINISTRATION

Gunner Properties LLC – 160 and 180 Park Road. Alyson Zarro and Chase Gunther introduced the plan to develop the 2 parcels in the C1 district as mixed use dwellings; non-residential on the 1st floor and residential behind or above; 120 apartments in 5 new buildings; seeking 2 variances to allow the existing commercial uses to be counted toward the non-residential on the site and to increase the maximum footprint from 6,000 SF to 8,000 SF, which would provide more open space on the site than

6 smaller buildings. A Zoning Hearing is scheduled for Wednesday, June 25, 2025. Ms. Zarro and Mr. Gunther provided further details and answered Supervisors' and citizens' questions.

Mrs. Baxter thanked Ms. Zarro and Mr. Gunther for making the presentation and announced that the Board was not going to take a position. They will await the Zoning Hearing Board's interpretation of the project, and if the variances are granted, they'll address some of tonight's comments during the land development process. Their expectation is for the commercial uses to remain and for the existing buildings to remain.

144 Byers Road – First Amendment to the Agreement of Sale.

Kristin Camp, Esq., explained that the Township is under agreement to purchase 144 Byers Road, for Administration's offices. A Phase 1 environmental study showed a concern, necessitating a Phase 2 study if the Township remained interested in the property. This Amendment memorialized the extended due diligence period and states who pays for what. The Phase 2 study showed that there was nothing hazardous and we can move forward to closing on July 9, 2025.

Mr. Durkin moved to approve the First Amendment to the Agreement of Sale for 144 Byers Road. Mrs. D'Amico seconded, and the motion carried unanimously.

Reimbursement Resolution for Bond Issue.

Tony Scheivert explained that Pat Scott, Bond Counsel, prepared a Resolution that the Township will repay the General Fund from the Bond proceeds for expenditures that will occur before the Bond is issued. The Bond amount is +/- \$9,000,000: \$1,500,000 for the purchase of 144 Byers Road, funds to renovate that building, funds to renovate Hickory Park, \$5,500,000 for Municipal Authority projects and system repairs, and the Bond Counsel's fees.

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve **Resolution # 06-23-25-06**, declaring the Township's intent to reimburse itself from the proceeds of debt to be issued for the projects described for prior expenditures for those projects. The motion carried unanimously.

Open Session

Steve Egnaczyk commented that the Block Party was fabulous; every year it gets better.

Sandy D'Amico commented the Staff does a wonderful job! Even with the weather this year it was a great time.

Gerry Stein asked if the Township had purchased the Acker farm on Byers Road. Mr. Scheivert advised yes, the parcels were purchased in December. A grass path has been cut, there's a small parking area, a stream runs through it.

Adjournment

There being no further business to be brought before the Board, Mrs. Baxter adjourned the Meeting at 9:04 p.m.

Respectfully submitted,

Gwen A. Jonik
Township Secretary