

**WEST VINCENT TOWNSHIP BOARD OF SUPERVISORS
TOWNSHIP BUILDING
729 SAINT MATTHEWS ROAD, CHESTER SPRINGS, PA
MONDAY, SEPTEMBER 15, 2025, 7:00PM**

CALL TO ORDER by Chair Alan at 7:00pm.

ATTENDANCE

Dana Alan, Chair	[X]
Bernie Couris, Vice Chair	[X]
Jim Wendelgass	[X]

ANNOUNCEMENTS & INFORMATIONAL ITEMS

- Chair Alan announced the Board of Supervisors will meet in Executive Session following this evening’s meeting, to discuss matters of potential litigation, and real estate acquisition.
- Chair Alan announced the 1st Annual West Vincent Township Sustainability Summit is scheduled for October 15, at 6pm, at the Township Building.
- Chair Alan noted the 2024 Audit is posted to the Township website.
- This evening’s meeting will be recorded for rebroadcast.

REPORTS

- Sergeant Austin Russell provided an overview of Police Department activities during the prior month.
- Jeff Kimes, Ludwig’s Corner Fire Company, provided an overview of Fire Company activities during the prior month.
- Jenna Persick, Chester County Library, provided an overview of Library activities for the first seven months of the year.
- Written reports of previous month activities were provided by Fire & EMS, the Finance Department, the Public Works Department, and the Building & Zoning Department.

PUBLIC COMMENT, AGENDA ITEMS

- John Eldridge, West Vincent Township, commented on General Fund net income year-to-date, Police Department expenditures and services, the Sewer Fund, and the Citadel Fund.
- Megan Kostans, West Vincent Township, commented on the Buttonwood Drive Bridge Replacement Project, right-of-way and a temporary construction easement required for

the Buttonwood Drive Bridge Replacement Project, bridge access, Plainbrooke Farm use permissions, neighbor issues, and open space preservation efforts.

ACTION ITEMS

meeting minutes – Mr. Couris made a motion to approve the September 2, 2025 Meeting minutes, as presented. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

monthly reports – Mr. Couris made a motion to approve the monthly reports for August 2025, as presented. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Special Fire Police appointment – Chair Alan administered the oath of office for Nathaniel Harris Mourar for the position of Special Fire Police.

Mr. Couris made a motion to appoint Nathaniel Harris Mourar to the position of Special Fire Police. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Public Hearing – At 7:24pm David Onorato, Township Solicitor, opened a Public Hearing as to the Comcast Franchise Agreement renewal. Mr. Onorato provided an overview of franchise agreements, and the franchise agreement renewal process.

There was no public comment.

Mr. Onorato closed the Public Hearing at 7:27pm.

Resolution 14-2025 – Tommy Ryan, Township Manager, provided an overview of a resolution to accept dedication of previously-offered right-of-way at Hollow Drive.

Mr. Couris made a motion to approve Resolution 14-2025, to accept dedication of right-of-way at Hollow Road. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

Resolution 15-2025 – Mr. Ryan provided an overview of a resolution to approve a Planning Module as to the installation of an on-lot septic system at Birchrun Road.

Mr. Couris made a motion to approve Resolution 15-2025, to approve a Planning Module as to the installation of an on-lot septic system at Birchrun Road. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

condemnation – Mr. Onorato provided an overview of right-of-way and temporary conduction easement required to be obtained for the Buttonwood Bridge Replacement Project.

Mr. Couris made a motion to authorize the Township Solicitor to begin condemnation proceedings for right-of-way and a temporary construction easement at Buttonwood Drive. The motion was seconded by Mr. Wendelgass.

George Dulchinos, West Vincent Township, commented on the area to be acquired.

Salvatore Petrona, West Vincent Township, commented on consideration of alternative plans to replace the bridge, and on the condemnation process.

By unanimous vote the motion was approved.

bid award – Mr. Couris made a motion to approve the award of a bid for certain equipment rentals and labor, to D&L Fleck, Inc., Kimberton, PA, the lowest responsive and responsible bidder, and at those rates enumerated on the Schedule of Equipment & Labor. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

2026 Minimum Municipal Obligations – Mr. Couris made a motion to approve the 2026 Minimum Municipal Obligation for the defined benefit pension plan, at \$128,186.00, and the 2026 Minimum Municipal Obligation for the defined contribution pension plan, at \$54,313.00. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

expenditure approval & ratification – Mr. Couris made a motion to ratify payroll dated August 27, for pay period August 11 to August 24, in the amount of \$67,988.39; payroll dated September 10, for pay period August 25 to September 7, in the amount of \$69,041.98; General Fund list of bills, dated August 19 to September 15, in the amount of \$136,184.90; Open Space Fund list of bills, dated August 19 to September 15, in the amount of \$41,198.20; Capital Road Fund list of bills, dated August 19 to September 15, in the amount of \$5,092.00; Capital Project Fund list of bills, dated August 19 to September 15, in the amount of \$12,486.73; Capital Equipment Fund list of bills, dated August 19 to September 15, in the amount of \$63.38; Escrow Fund list of bills, dated August 19 to September 15, in the amount of \$59,064.38; and, Citadel Fund list of bills, dated August 19 to September 15, in the amount of \$100.40. The motion was seconded by Mr. Wendelgass.

There was no public comment.

By unanimous vote the motion was approved.

PUBLIC COMMENT, NON-AGENDA ITEMS

- Julia Braendel, West Vincent Township, commented on Fellowship Trail Project status.
- Craig Karkoska, West Vincent Township, commented on Special Fire Police duties.
- Vic Marchese, West Vincent Township, commented on Buttonwood Bridge weight restrictions, and on access options in the Buttonwood development.
- Chris Azolci, West Vincent Township, commented on Buttonwood Bridge Replacement Project status.
- James Corcum, West Vincent Township, commented on access options in the Buttonwood development.
- Ms. Azcolci commented on access options in the Buttonwood development.
- Mr. Marchese commented on public road use and access allowances.

ANNOUNCEMENTS

- Chair Alan announced the Board of Supervisors will next meet on Monday, October 6, at 7:00pm, at the Township Building.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:57pm.

Respectfully Submitted:

Tommy Ryan
Township Manager