

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

CALL TO ORDER by Chair Alan at 7:02pm.

ATTENDANCE

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

ANNOUNCEMENTS & INFORMATIONAL ITEMS

- Chair Alan announced the Board of Supervisors met in Executive Session on November 20 to discuss matters of personnel, in specific the Chief of Police recruitment process, the selection of a Township consultant, and uniform collective bargaining agreement negotiations.
- Chair Alan announced the Board of Supervisors met in Executive Session on November 24 to discuss a personnel matter, in specific the volunteer candidates for possible appointment to various Township committees, councils, and boards.
- Chair Alan announced the Board of Supervisors met in Executive Session on December 2 to discuss a personnel matter, in specific uniform collective bargaining agreement negotiations.
- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session prior to this evening’s meeting to discuss matters of (a) land acquisition, in specific land acquisition strategy, the possible acquisition of one property greater than 10 acres and north of Horseshoe Trail, two properties less than 10 acres and north of Horseshoe Trail, and one parcel over 10 acres and South of Horseshoe Trail, (b) potential litigation, in specific a zoning matter, and a conditional use application, and (c) personnel, in specific employee compensation and employee benefits, the Chief of Police recruitment process, and volunteer candidates for possible appointment to various Township committees, councils, and boards.
- Chair Alan thanked Jim Wendelgass for his service to our community.
- Chair Alan commented on social media postings, public meeting discussions, public comment periods, and health care plan participation.
- Mr. Ryan announced Township Building office hours will change effective January, from 8:30am to 4:30pm to 8:00am to 5:00pm. Mr. Ryan announced Work Sessions will be scheduled at 6pm, prior to the regularly-scheduled monthly Business Meeting, effective January.
- 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, Ludwigs Corner Fire Company, provided an overview of Fire Company activities during the prior month.
- Written reports of previous month activities were provided by Fire & EMS, the Finance Department, the Public Works Department, the Building & Zoning Department, and the Library.

PUBLIC COMMENT, AGENDA ITEMS

- John Eldridge, West Vincent Township, commented on General Fund and other fund revenues and expenditures year to date, open space debt service allocation, and public comment.
- George Dulchinos, West Vincent Township, commented on public comment, health care plan participation, and health care plan expense.
- David Wright, West Vincent Township, commented on a proposed parking plan, and on a conditional use application.
- Suzanne Roth, West Vincent Township, commented on pedestrian safety along a public roadway.
- George Martin, Counsel for Owners of a Hollow Road property, commented on a proposed parking and pedestrian pathway plan.
- Whitney Jaeger, West Vincent Township, commented on multimodal provisions of the Township Code.
- Sue Krug, West Vincent Township, commented on a proposed parking plan, current parking are configuration, crosswalks, and signage.
- Don Shoemaker, West Vincent Township, commented on a shared parking agreement, and on sidewalks.
- Tara Todd, West Vincent Township, commented on parking availability.

ACTION ITEMS

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

By unanimous vote the motion was approved.

meeting minutes – Mr. Couris made a motion to approve the November 15, 2025 Meeting minutes, as presented. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Public Hearing – At 7:52pm David Onorato, Township Solicitor, opened a Public Hearing as to on-street parking restrictions. Mr. Onorato provided an overview of the proposed on-street parking restrictions.

There was no public comment.

Mr. Onorato closed the Public Hearing at 7:54pm.

Ordinance 220-2025 – Mr. Couris made a motion to approve Ordinance 2020-2025, to adopt on-street parking restrictions at a portion of Flowing Springs Road. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Public Hearing – At 7:54pm David Onorato, Township Solicitor, opened a Public Hearing as to the positions of Township Historian and Historian Emeritus. Mr. Onorato provided an overview of the proposed positions.

There was no public comment.

Mr. Onorato closed the Public Hearing at 7:55pm.

Ordinance 221-2025 – Mr. Couris made a motion to approve Ordinance 221-2025, to create the positions of Township Historian and Historian Emeritus. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Public Hearing – At 7:55pm David Onorato, Township Solicitor, opened a Public Hearing as to a Franchise Agreement with Verizon Pennsylvania LLC. Mr. Onorato provided an overview of the proposed Agreement.

There was no public comment.

Mr. Onorato closed the Public Hearing at 7:56pm.

Ordinance 222-2025 – Mr. Couris made a motion to approve Ordinance 222-2025, to execute a Franchise Agreement with Verizon Pennsylvania LLC. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Public Hearing – At 7:56pm David Onorato, Township Solicitor, opened a Public Hearing as to the codification of Township Supervisor health plan participation. Mr. Onorato provided an overview of the proposed ordinance.

Mr. Shoemaker commented on post-term coverage availability.

There being no additional public comment, Mr. Onorato closed the Public Hearing at 7:58pm.

Ordinance 223-2025 – Mr. Couris made a motion to approve Ordinance 223-2025, to codify the provision of Township Supervisor health plan participation. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Resolution 18-2025 – Mr. Couris made a motion to approve Resolution 18-2025, to approve the 2026 tax levy and the 2026 Budget. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Act 172 Tax Credits – Mr. Couris made a motion to ratify qualified volunteers for the Act 172 Tax Credit for 2025. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Non-Uniform Collective Bargaining Agreement – Mr. Couris made a motion to approve a collective bargaining agreement with non-uniform personnel. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Butterscotch Café parking plan & on-lot septic agreement – There was discussion regarding a shared and on-lot parking plans for, and an on-lot septic agreement at, 1406 Hollow Road.

Mr. Dulchinos commented parking lot configuration, off-site shared parking area capacity, a trail plan, the on-lot septic agreement, parking space requirements, and business size.

Mr. Martin, Counsel for the Property Owners, commented on business value to the community, Conditional Use Order conditions of approval, wastewater volume and pumping schedule, and trail markings.

Ms. Roth commented on parking area and parking space configuration, and on wastewater use and capacity.

Mr. Wright commented on traffic safety issues, liability, and parking use conformity.

Ms. Jaeger commented on speed limits.

Ian Campbell, West Vincent Township, commented on visitors to the Township.

Carson Myers, West Vincent Township, commented on business value to the community, and on parking adequacy.

Mr. Couris made a motion to approve a shared and on-lot parking plan for the Butterscotch Café, with the on-lot parking area as shown on the Meliora Sketch Plan, Number Z-EX2, and dated September 8, 2025, and as subject to any requirements of the Pennsylvania Department of Transportation, and to approve an on-lot septic agreement for this property. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

Township Engineer & Alternate Engineer appointment – Mr. Couris made a motion to approve Technicon Enterprises Inc. II and JMR Engineering, LLC to the positions of Township Engineer and Alternate Engineer, respectively, to serve at the will of the Board of Supervisors. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

expenditure approval & ratification – Mr. Couris made a motion to approve payroll dated November 19, for the pay period November 3 to November 16, in the amount of \$69,130.54, payroll dated December 3, for the pay period November 17 to November 30, in the amount of \$70,051.50; General Fund list of bills, dated November 18 to December 15, in the amount of \$132,889.28; Open Space Fund list of bills, dated November 18 to December 15, in the amount of \$367,461.50; Capital Road Fund list of bills, dated November 18 to December 15, in the amount of \$1,373.50; Capital Equipment Fund list of bills, dated November 18 to December 15, in the amount of \$117,713.38; and, Escrow Fund list of bills, dated November 18 to December 15, in the amount of \$20,285.34. The motion was seconded by Mr. Wendelgass.

By unanimous vote the motion was approved.

The meeting recessed at 8:43pm.

The meeting re-convened at 8:48pm.

PUBLIC COMMENT, NON-AGENDA ITEMS

- Chris Biegel, West Vincent Township, commented on improvements being made at a Fox Run Road property. Mr. Biegel noted the current and proposed use, on-street parking, and other concerns.
- Matt Giordano, West Vincent Township, commented on improvements being made at a Fox Run Road property. Mr. Giordano noted construction activity, road blockages, permits, permit approvals, neighbor notifications, and trees planted at the property frontage.
- Christina Casey, West Vincent Township, commented on improvements being made at a Fox Run Road property. Ms. Casey noted historical designation and review, past zoning reviews, on-site septic system, bed and breakfast regulations and registrations, permit receipts, and the Township Manager contract.
- Anna Giordano, West Vincent Township, commented on improvements being made at a Fox Run Road property. Ms. Giordano commented on commercial venue concerns, and on events and property usage.
- Kate Farnham, Historical Commission, commented on a barn at a Fox Run Road property.
- Barry DiLibero, West Vincent Township, commented on the non-uniform collective bargaining agreement.

- Jeremy Johnson, West Vinent Township, commented on traffic concerns attributable to proposed subdivision.
- Mr. Dulchinos commented on the bill list.

ANNOUNCEMENTS

- Chair Alan announced the Board of Supervisors will next meet on Monday, January 5, at 7:00pm, at the Township Building.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:37pm.

Respectfully Submitted:

Tommy Ryan
Township Manager