



Board of Supervisors Agenda

January 5, 2026 | 7:00 p.m. | 801 Burrow Run Rd. & Zoom

1. **Call to Order (Alison Dobbins)**
2. **Swearing In of Township Officials by Judge Iacocca**
 - a. Supervisor Elect - Michael J. Bailey
3. **Board of Supervisors Positions**
 - a. Nomination and Election for Position of Chair of the Board of Supervisors
 - b. Nomination and Election for Position of Vice-Chair of the Board of Supervisors
 - c. Appointment of Township Secretary
 - d. Appointment of Township Treasurer
 - e. Appointment of Vacancy Board Chairman- Richard Leff
4. **Board of Supervisor Representative Appointments**
 - a. Appointment of PA State Association of Township Supervisors (PSATS) Convention Voting Delegate- Katelynn Morgenstern
 - b. Appointment of Chester County Association of Township Officials (CCATO) Representative- Michael Bailey
 - c. Appointment of Chester County Tax Collection Committee (CCTCC)
 - i. Primary Voting Delegate-Alison S. Dobbins
 - ii. First Alternate- Amy Heinrich
 - d. Appointment of Kennett Fire and EMS Regional Commission
 - i. Voting Commissioner- Pat Muller
 - ii. Alternate Voting Commissioner-Richard Leff
 - e. Appointment of Pennsylvania Municipal League (PML)
 - i. Voting Delegate- Michael Bailey
5. **Appointment of Staff & Consultants**
 - a. Township Manager – Alison S. Dobbins
 - b. Director of Finance & HR Director – Amy Heinrich
 - c. Director of Planning & Zoning/Zoning Officer/Codes Enforcement Officer – Katelynn Morgenstern
 - d. Assistant Zoning Officer – Amy Ferris
 - e. Building Code Official – Rich O’Brien (Keystone Municipal Services Inc.)
 - f. Chief of Police – Matthew Gordon
 - g. Director of Public Works – Ted Otteni, PE
 - h. Right-to-Know Officer – Alison S. Dobbins
 - i. Right-to-Know Clerk – Kassie Zinzel
 - j. Fire Marshal – Bruce Mitchell
 - k. Deputy Fire Marshal- AJ McCarthy

- l. Emergency Management Coordinator – Jeff Hammaker
 - m. Recycling Coordinator – Denise Serino
 - n. Township Solicitor – Dave Sander, Esq., Kilkenny Law, LLC
 - o. Township Labor and Employment Counsel – Patrick Harvey, Esq., Campbell Durrant, P.C.
 - p. Township Engineer –Carroll Engineering Corporation
 - q. Zoning Hearing Board Solicitor – Brendan P. Burke
 - r. Township Landscape Architect – Thomas Comitta Associates
 - s. Township Auditor – Maillie LLP.
 - t. Township Real Estate Tax Collector – Berkheimer Associates
 - u. Township Earned Income Tax Collector – Keystone Collections
 - v. Special Counsel – Salzman Hughes, P.C.
- 6. Committee Appointments**
- a. See Appendix A
- 7. 2026 Township Public Meeting Schedule**
- a. See Appendix B
- 8. Business Items:**
- a. [Resolution 2026-1 Consultant Appointments](#)
 - b. [Resolution 2026-2 Cash Escrow](#)
 - c. [Resolution 2026-3 Township Fee Schedule](#)
 - d. [Resolution 2026-4 Designation of Depositories for Township Funds](#)
 - e. [Resolution 2026-5 Township Holidays](#)
 - f. [Resolution 2026-6 Emergency Service Providers](#)
 - g. [2026 Emergency Services - Adoption of 2026 Fire, Rescue, and Ambulance Services Agreement](#)
 - h. [Consider January 5, 2026, Bill Voucher](#)
- 9. Manager’s Report**
- 10. Board of Supervisors Comment**
- 11. Public Comment**
- 12. Adjournment**

Topic: Board of Supervisors Hybrid Organization Meeting
Time: Jan. 5, 2026, 7:00PM Eastern Time (US and Canda)
Join Zoom Meeting: <https://us02web.zoom.us/j/83049360114>
Dial by Phone: +1 929 205 6099 US (New York)
Meeting ID: 830 4936 0114
Passcode: 596052

Board of Supervisors Organization Meeting Agenda

Appendix A

Kennett Township Committee Appointments

1. Environmental Advisory Committee
 - Ashley Gagne – Appoint as Chair for the year of 2026.
 - Michael Estep – Appoint to a three-year term effective January 5, 2026, through December 31, 2028.
2. Kennett Township Historical Commission
 - Karen Marshall – Five-year term effective January 5, 2026, through December 31, 2030
 - Denise Klein – One-year term effective January 5, 2026, through December 31, 2026
 - Lori Stewart – Three-year term effective January 5, 2026, through December 31, 2028
3. Kennett Township Trails & Sidewalks Committee
 - Diane McGovern – Five-year term effective January 5, 2026, through December 31, 2030
 - Richard Leff – Five-year term effective January 5, 2026, through December 31, 2030
4. Zoning Hearing Board
 - Robert Whipps – Five-year term effective January 5, 2026, through December 31, 2030
5. Brandywine Valley Scenic Byway
 - John Haedrich – One-year term effective January 5, 2026, through December 31, 2026
 - Kennett Township Staff – One-Year term effective January 5, 2026, through December 31, 2026

Board of Supervisors Organization Meeting Agenda

Appendix B

2026 Kennett Township Public Meeting Schedule

All meetings are hybrid – in person in the Public Meeting Room or virtual via Zoom. Meeting details including how to join can be found on the Township’s website calendar.

Board of Supervisors

*1st & 3rd Wednesday of the month at 7:00 p.m.
with exception of April & September which will be the 2nd and 4th Wednesday*

Environmental Advisory Council (EAC)

*4th Tuesday of the month at 7:00 p.m.
with exception of December, which will be the 3rd Tuesday*

Kennett Township Historical Commission

*1st Thursday of the month at 7:00 p.m.
with exception of January which will not have a meeting.*

Planning Commission

*Work Session 1st Tuesday of the month; no work session in January or November.
Meeting on 2nd Tuesday of the month at 7:00 p.m.*

Trails and Sidewalks Committee

1st Wednesday of the month at 1:00 p.m.

Zoning Hearing Board

2nd Thursday of the month at 7:00 p.m.