



801 Burrows Run Road  
Chadds Ford, PA 19317

## BOARD OF SUPERVISORS MEETING MINUTES

February 5, 2020  
7:00 p.m.

**Present:** Dr. Richard L. Leff, Chairman; Whitney S. Hoffman, Vice Chair; Scudder G. Stevens, Supervisor; Eden R. Ratliff, Township Manager; Amy Heinrich, Finance/HR Director; Diane Hicks, Planning and Zoning Director; Roger Lysle, Public Works Director; Matt Gordon, Acting Chief of Police; Dave Sander, Solicitor

### 1. CALL TO ORDER

Chairman Leff called the meeting to order at 7:00 p.m.

Chairman Leff led the Supervisors, staff, and audience in reciting the pledge of allegiance.

### 2. TOWNSHIP RECOVERY UPDATE

#### **Township Manager Ratliff reported on the status of the Township financial recovery noting:**

- Kennett Township is currently working to get more information that was requested by the Surety Bond Carrier regarding the claim on the surety bond that was held by the previous Manger in the amount of \$1 million dollars.
- The preliminary hearing for Lisa Moore was extended until April 21, 2020 per the Chester County DA's office.
- The new Assistant District Attorney assigned to the case is William Judge, Jr., Esq.
- Letter was sent to Township's insurance insisting that the Township is entitled to mitigation costs related to the incident which initiates negotiations around that claim.

#### **Discussion:**

- Chris Burkett (818 Williams Lane) wanted to know the running total on legal and accounting fees. Ratliff will have at the end of February. As of the end of December 2019, total was approaching \$350,000. All the costs incurred to deal with this in addition to the alleged stolen \$3.2 million are all targeted in the recovery efforts.
- Richard Gaw (Chester County Press) asked for clarification on hearing date. Ratliff was unsure of the reasons for the date change but has been made to believe this is not uncommon. KT has no say in the scheduling of the hearings, it's all up to the Chester County's District Attorney's office.
- Jeremy Abelson (Nine Gates Road) Asked if the alleged amount of \$3.2 million has been updated. Ratliff reported that at this time, no. The efforts are now on recovery vs investigating additional, past thefts. However, the forensic accounting is allowing for potentially more should that information arise.
- Abelson also asked if a civil suit has been filed again Moore for recovery of the judgment? Ratliff commented that the decision to do so depends on what the criminal case seeks in restitution. Once final judgement is set, those decisions can be made accordingly. Hoffman added acting before that judgement would run up legal

costs. Abelson expressed concern that the delay in getting the judgement will allow other monies to disappear. Ratliff assured him that they are studying that, statutes of limitations along with a host of other things to allow the Township to make an informed decision.

- Guido Gallicchio (109 Hidden Pond Drive) asked if current insurance policies were enough. Ratliff said the Surety Bond was for \$1 million and that the Township's general liability insurance was also put on notice to try to recover additional costs associated with the investigation. They are also currently looking into additional insurances to try to recover as much as possible.
- Ajay Pokorny (108 Buffington Lane) Asked if taxes would be lowered now that the theft would no longer be happening. Ratliff answered that based on the analysis, the funding that was allegedly stolen was out of the reserve fund, not the operational funding that was brought in by taxpayers. After completing the budget analysis for 2020, it was determined that there was no over taxation.
- John Robbins (387 Spring Mill Road) Asked about our auditors – do they have bonds and insurances that are recoverable? Ratliff cannot comment on that at this time. It was confirmed that an audit was conducted annually on the Township's financials.

### 3. PERSONNEL DISCUSSIONS

A. Township Manager Ratliff made changes to the non-uniform (non-police staff). All details can be found in two press releases (attached at the end of these minutes). In the first press release on January 27, 202, Ratliff emphasized the desire to make the Township operations and services more efficient, more responsive and better able to adapt as the Township grows. After a thorough review, it was determined that parting ways with three staff members was the best way to achieve that objective. In the second press release on January 28, 2020, those three staff members and their current salaries were listed. The now vacant positions have been reshaped and their salaries will be more in line with similar positions in similar townships. In addition to those three positions from the press releases, there are two others that the Township is currently hiring; all five openings are listed below. Interested applicants should review the detailed job descriptions that are currently available on the website and submit their applications. Resumes will be screened by the leadership team, followed by multiple stages of interviews.

- Accounting Assistant (Finance/HR Department)
- Executive Assistant to the Township Manager (Administration)
- Receptionist/Permit Coordinator (Front Office)
- Planner
- Building Code Official/Deputy Zoning Officer

#### Discussion

- Allan Peppelman (609 Creek Road) asked for clarification on how to apply for open positions to which Ratliff restated the process.
- Michael Elling (Burnt Mill Road) Asked if there was a personnel evaluation program. Ratliff commented that when he began as Manager, there was not an employee evaluation process in place. He is working now to finalize a plan to include accurate job descriptions vetted by the BOS and Leadership Team, formal evaluations twice a year, plus additional informal reviews. Elling asked in absence of such program, how were decisions made to make staffing changes. Ratliff explained that his initial four months were spent essentially evaluating the current team which lead to the determination that changes to the Township staff were necessary.
- Nancy Dunbar (3414 Longwood Drive) asked about the salaries and vacation of those staff members let go as well as if they could divulge information on the severance packages that were offered. Ratliff clarified that no one was let go *because* they were overpaid. Once it was determined that a position would be vacated, they then looked to other municipalities to better align salaries for said positions. Dunbar asked the board if they were aware of the higher-than-normal salaries. Chairman Leff said to a degree, yes. They knew annual salaries, but the prior township manager had a more liberal approach to paying out over time, vacations, etc. than the board was aware of. Hoffman added that as new board members came on, reporting of information changed.

- Tom Zunino (523 Chandler Mill Road) asked if there a clear separation of duties. Heinrich reassured all that there have already been internal controls put into place, that they were available at length from the last public meeting (January 15, 2020).
- Susan Greeley (Nine Gates Road) asked if new staff's salaries will be made public. Ratliff assured her that yes, that info will be made public, along with the benefits packages. Leff added that salary information is public information with a Right to Know request.
- Chris Burkett (818 Williams Lane) questioned if the objective was to simply lower the cost of the net payroll of the government. Ratliff commented that the objective is to make sure Kennett Township has qualified professionals on the team and that they are paid competitively for the demands of their position. He went on to say that he's always looking to reduce the cost of government services but needs to balance that with recruiting the best people. Once that team is in place and efficiency increases, Ratliff is confident that they will be able to reduce those costs. Then there will need to be further discussions with the BOS on how to reallocate the additional funds that will become available due to increased effectiveness.
- Bill Hewton (Doe Lane), after sharing his former experience as supervisor and talking about routine salary comparisons, he wanted to know again how the salaries got to be where they were, if those numbers included perks/benefits, and if the supervisors had knowledge. Leff reiterated his comments from above, explaining that they were told where the salaries were and that this was the way the prior Manager wanted to run things.
- John Haedrich (268 Kennett Pike) asked again if the salary amounts reported were only salaries (not including benefits) and if there were any other employees not mentioned in the second press release who transitioned out of Kennett Township. Ratliff confirmed that yes, the salary amounts reported were strictly salary amount – not including benefits. He stated one employee retired and one position, the Historic Records Keeper held by Sara Meadows, was eliminated in the 2020 Budget process. This was discussed in the previous meeting. Meadows does continue to volunteer with the Kennett Historic Commission. Haedrich asked again if the salaries of all Kennett Township Employees would be made public. Ratliff said yes. Haedrich shared his appreciation and praised the work of two of the staff members that were let go.
- Michael Elling (Burnt Mill Road) stated that Sarah Meadows being asked to resign is the same thing as being fired. Heinrich explained how it was a layoff, as the Township felt strongly that they needed to reallocate that position into funding a Finance/HR Department. Ratliff added how that's an example of trying to not increase the cost of government, but rather being more efficient with what they had. Leff spoke of this being part of the reallocation process.
- Richard Gaw (Chester County Press) What action have the 3 former employees taken since their termination? Ratliff: Severance packages have been offered and they are in discussions for that. Gaw: Have any of those employees taken any legal action against the Township to fight this? Ratliff: To his knowledge, a suit has not been brought against the Township. Gaw: Wanted clarification on the employees having "no direct involvement" with the embezzlement. Ratliff: The criminal complaint only implicated one person – the former Township Manager. It would not be true to say that the investigation exposed other people which would lead to employment decisions. Gaw: Asked if this was the Township's way of "sweeping the cover" of anything to do with the former Manager. Ratliff: While he expressed his fond appreciation of the employees who were recently terminated, he believes the decisions were in the best interest of the Township.
- Michael Elling (Burnt Mill Road) asked for clarification on his recent submission based on the Freedom of Information Act (FOIA). Ratliff will follow up personally. Sander explained difference between PA Right to Know Act and the federal FOIA. Leff and Ratliff encouraged public to contact them with any questions.

**B.** Chairman Leff moved on to another personnel matter. Leff explained Kennett Township Police Chief Lydell Nolt was put on administrative leave on November 20<sup>th</sup> after he informed the Township Manger that he was the subject of a criminal investigation by the Dauphin County's DA's office concerning a sexual assault allegation. While no formal charges were lodged against Nolt, the Township pursued their own employment investigation. The results determined that there was sufficient evidence that Nolt violated the Police Tenure Act, which allows for dismissal. The Board of Supervisors offered Nolt the opportunity to resign, but he did not. The recommendation

resulting from an employment investigation conducted by a third-party law firm was to consider the termination of Lydell Nolt from Kennett Township.

**Motion was presented by Stevens to terminate the employment of Chief of Police, Lydell Nolt. Hoffman seconded the motion. After the following discussion, the motion was passed unanimously.**

#### **Discussion**

- Hoffman commented on her disappointment, but desire to uphold all to the highest standards and put the safety of the community comes first.
- Stevens said he made the motion with great sadness, but resolution that it's necessary and appropriate.
- Ratliff expressed his appreciation of the patience of the community as this investigation unfolded in a way they were not expecting.
- Heinrich agreed with all sentiments shared and agrees this is where Kennett Township needs to be.
- Allan Peppelman (609 Creek Road) asked to be told what exactly happened. Leff explained he already said what he could. The investigation resulted in a recommendation for termination and felt that was the best action given the chief's conduct.
- John Haedrich (268 Kennett Pike) asked if the chief was charged with any crime (Leff said, no) and if during his tenure if there was a behavior issue (Leff said, yes). Ratliff clarified that the burden of proof for a criminal investigation is different than for an employment disciplinary investigation – as outlined in the Police Tenure Act.
- Chris Burkett (818 Williams Lane) wanted clarification on where the event happened and the specific complaint. Leff confirmed the location and Ratliff said the complaint was sexual in nature.
- Glenn Becker (124 W Hillendale Road) wanted to know if the administrative leave was paid. Ratliff confirmed that it was. Follow up question if there was a way to recoup what was paid since the results of the investigation were unbecoming of the Township and police chief. Ratliff will have that conversation with their Labor Attorney but believes that it will not be recoverable for the duration of the leave, which began officially on November 20, 2020.
- Richard Gaw (Chester County Press) asked if the incident occurred in April 2019, why did it take so long to place Nolt on administrative leave. Hoffman reported that chief only informed them of the investigation on November 20<sup>th</sup>. Gaw: will the specifics be revealed? Ratliff: explained that they've already shared more than their Labor Attorney would have recommended as they redefine transparency in the Township. Gaw: asked if the written statement provided by Nolt at a Loudermill hearing on Feb 3<sup>rd</sup> would be released as Right to Know. Ratliff explained the hearing process, but said at this time, they're not prepared to release such information. It will require further conversations among the Board of Supervisors and their attorneys.

**Motion presented by Stevens to appoint Sergeant Matthew Gordon as Interim Chief of Police for Kennett Township effective immediately. Hoffman seconded the motion. After the following discussion, the motion was passed unanimously.**

#### **Discussion**

- Ratliff commented on the impressive experience of Gordon.
- John Haedrich (268 Kennett Pike) began to ask a question that Leff deemed not relevant to the motion at hand.
- A member from the public asked if there'd be a search for a new chief. Ratliff explained the ongoing analysis of the current staff of the Police Department, that there is currently one full time officer along with two part time vacancies, and that there will most likely be a chief search but he's trying to be sensitive to other departments currently looking for a chief (West Whiteland and West Chester).

## **4. EXECUTIVE SESSION ANNOUNCEMENT (ACTION ITEM)**

Solicitor Sander announced that the Kennett Township Board of Supervisors met in executive session on January 22, February 4 and February 5, 2020 to discuss matters of personnel.

## **5. MOTION TO ADDRESS PREVIOUS MEETING MINUTES (ACTION ITEM)**

**Hoffman made a motion to adopt the minutes from the January 15, 2020 meeting. Stevens seconded the motion. Motion passed unanimously.**

### **Discussion**

- Ratliff had made one small change to the draft minutes.

## **6. CONDITIONAL USE HEARING – BOYLE**

**Stevens made a motion to open a Conditional Use Hearing for Michael T. Boyle. Hoffman seconded the motion. Motion passed unanimously.**

**Hoffman made a motion to close the Conditional Use Hearing for Michael T. Boyle. Stevens seconded the motion. Motion passed unanimously.**

There was no motion to render decision on the hearing. That will happen at the next meeting where Director Hicks will issue a report and recommendation in consultation with Solicitor Sander.

## **7. PRESENTATION: NEW TOWNSHIP AUDITOR – MAILLIE, LLP**

Christopher N. Herr, CPA with Maillie, LLP gave a comprehensive presentation outlining his personal experience, the company's experience, procedures and timetables for Kennett's 2019 financial audit process and what to expect for the years ahead. A copy of the presentation is available at [Kennett.pa.us](http://Kennett.pa.us).

### **Discussion**

- Leff asked when the public should expect a report on the 2019 audit. Herr estimated around June or July 2020.
- Tom Zunino (523 Chandler Mill Road) wanted to know if in the future, prior year's audit findings would be considered to ensure those findings have been addressed. Herr said absolutely.
- John Haedrich (268 Kennett Pike) asked if their audit processes offers protection against the problems Kennett has had in the past. Herr clarified that an audit opinion does not provide a positive confirmation that there are no issues and that an audit is not for fraud.
- Ratliff noted that this discussion was not intended as a comparison from the past and future, but rather the partnership with Maillie is to make recommendations to enhance the current processes and test those processes to ensure they are consistent and that they protect the Township.
- Pat Muller (22 Deer Pond Lane) asked if the public will have access to audit report. Heinrich confirmed that the full audit contents will be made public in addition to Herr returning to a future meeting once the process is completed to ensure direct communication between the public and the auditing firm. Hoffman added that the three elected auditors have also been involved.
- Carol Kerins (201 Arrowwood Lane) wanted to know if this was strictly a financial audit, or if it included procedures, staff and more. Herr said that while it's a financial statement audit, it includes reporting on the financial statement recording environment – including some policies and procedures. Kerins also asked about risk assessment to which Herr explained. Also reiterated that he would be back in July (when reports are completed) to present everything.

- Ratliff commented on the exciting moment that is upon them with this new and comprehensive way of completing the annual audit.
- Heinrich added that they know 2019 had some issues, so this situation is a bit unique.
- Victor Marini (469 N Mill Road) asked what the difference was between the process audit and the financial audit. Heinrich clarified that part of what Herr is doing is testing the processes the Township has in place to ensure there is proof of each step. There is also outside verification between Maillie and the township bank and revenue sources.
- Guido Gallicchio (109 Hidden Pond Drive) wanted clarification as to whether or not this audit process would help catch future thefts. Ratliff declined the question, stating the ongoing investigation. Heinrich again offered the additional third-party verifications and Hoffman stated that there will be much more clear budgets and numbers to report on. She also reviewed some of the processes that have already been institutionalized since May 1, 2020.
- Ratliff introduced Dina McIlvaine as Kennett Township's new Finance/HR Specialist. She started Monday, February 3, 2020.

## 8. NEW BUSINESS

- A. Ratliff brought to the Board the approval of the Kennett Fire Department and Longwood Fire Department service agreements, retroactive to January 6, 2020. They were the exact same agreements as 2019 and 2018.

**Stevens made a motion to adopt the 2020 service agreements for Kennett Fire Company and Longwood Fire Company, effective January 6, 2020. Hoffman seconded the motion. After the following discussion, the motion was passed unanimously.**

### Discussion

- Stevens asked if there were any changes to the boundaries between the two companies. Ratliff said no.
  - Beth Thomas (W Hillendale Road) asked if there was any progress in discussions regarding ALS and BLS ambulance boundaries. Ratliff, after briefly explaining the difference between ALS and BLS assured her that yes, it's being discussed at the EMS Commission as they know it's a financial problem when people get two bills.
- B. Ratliff introduced a proposal for a Regional Trails Committee to include Kennett Square Borough, Kennett Township, New Garden Township, East Marlborough Township, Kennett Trials Alliance, and Bike Kennett to meet regularly to discuss the joint efforts of connecting trails. They wouldn't have power or authority, only add recommendations.

**Hoffman made a motion to join the Regional Trails Committee as outlined in the presented proposal and to appoint Eden Ratliff to be the representative from Kennett Township to that Committee. Stevens seconded the motion. After the following discussion, the motion was passed unanimously.**

### Discussion

- Ratliff will update the Township with information as the Committee continues to take shape.
  - Norman Diem (Cedarcroft Road) voiced concern about a potential trail that was surveyed on his property two years ago without his permission. Ratliff encouraged a meeting with him to discuss this further.
  - Mike Elling (Burnt Mill Road) asked for a status update on Spar Hill Farm. Leff didn't answer now, as it wasn't pertinent to this discussion and asked him to wait until the Public Comment.
- C. Ratliff brought before the Board the amended Master Services Agreement with Katheryn Pearlstine [Freilich], the implementor of Kennett's Community Based Land Stewardship (CBLs) program for approval. The changes

would allow for sharing of information and potentially transferring it to another entity, thus reducing Township costs.

**Stevens made a motion to authorize the Township Manager to sign the Master Services Agreement with Kathryn Pearlstine. Hoffman seconded the motion. Stevens amended motion to add pending review from the Solicitor. Hoffman seconded amendment. After the following discussion, the motion was passed unanimously.**

#### **Discussion**

- Leff asked if the changes would incur any additional costs. Ratliff said no, this was only to help share information and intellectual property.
- Stevens asked for an overview of this project, which Ratliff gave, and asked if it had been given to legal counsel. Ratliff had not given it to the Solicitor but would accept a motion pending review from Sander.

**D.** Ratliff and Heinrich formally requested to become authorized signers for First America, the bank that is currently holding all online sewer payments. When the Township changed bank accounts, First America was no longer able to deposit the funds they are collecting. To date, the only person who is authorized with them is the former Township Manager.

**Stevens made a motion to approve Eden Ratliff and Amy Heinrich as authorized signers with First America for the online sewer payment process. Hoffman seconded the motion. After the following discussion, the motion was passed unanimously.**

#### **Discussion**

- Hoffman asked if this would change signers needed on accounts; Heinrich said no.
- Stevens asked if the money that was in there was secure. Heinrich said yes, this would allow them to give the Township that money.
- Allan Peppelman (609 Creek Road) asked when he'd be able to participate in the sewer line. Leff said that was a different discussion.

## **9. SUBDIVISIONS**

Nothing to report on subdivisions at this meeting.

## **10. PUBLIC COMMENT**

- Allan Peppelman (609 Creek Road) asked when he would be able to join the sewer line. Ratliff outlined that the 2020 budget authorized funding for Kennett Township to make application for a grant to extend the sewer line down Creek Road. Due to the amount defined by the grant, they could only do half of the road (the upper half) at this time. Unfortunately, Mr. Peppelman is not within that first half.
- Mike Elling (Burnt Mill Road) asked for a status update on Spar Hill Farms apropos trails. Ratliff explained that per the purchase agreement of the property a couple of years ago, the Township needs to get an easement in place by November of this year (2020), so that has been the current focus of the Township and all involved. Leff asked when a draft could be expected. Ratliff said hopefully by the end of the summer. Elling asked if he could be informed of the meeting of "that" committee. Ratliff clarified that the Trails and Sidewalks Committee meetings are public, but that there is no formalized committee regarding this process, but the updates will be reported regularly to the public. Leff pointed out that the Township owns the property, and that will make it easier as we'll be working directly with The Land Conservatory for Southern Chester County (TLC) to develop this easement.
- Mike Elling (Burnt Mill Road) asked about the status of the Garden Center on Rt 52 just south of Rt 1. Hicks reported that Stephens Gardens has been purchased by a new owner. They are currently continuing the clean

up process. Once the desired use of that property is determined, she will let him know. Hoffman commented that the cleanup process is starting to make it look better.

- Monique Giroux (5 Nine Gates Road) asked if the Township would continue to seek grants as they have in the past. Ratliff said that while they would, there isn't as much of an emphasis in the 2020 budget as it's common for those who give out grants to spread the award to others. Heinrich said that a lot of grants require a substantial match amount, and that they are busy with work to complete current grant projects. Ratliff added that the outlay amount for grant matches was almost \$1 million dollars. Leff and Ratliff both cited examples of how they are looking to work with other agencies to continue their grant success.
- John Paul Kirby (24 Southridge Drive) asked if Amy Heinrich had picked software to handle the financials. Heinrich said it is in process and she is folding McIlvaine into this decision as well. They have been making some changes to the current QuickBooks software to utilize that in a more robust and secure way until they make a final decision. Kirby also requested a meeting with Ratliff in place of one he had set with Michael O'Brien. Ratliff agreed and instructed Kirby to call or email to set it up.
- Jeff Smack (625 Creek Road) asked if adding the lower section of Creek Road to the sewer line is within a five-year plan. Ratliff said that yes, the Township is taking aggressive steps to try to rectify this. In the 2020 budget, they've included a study that will offer a complete comprehensive view of all the sewer needs and give a path forward.
- David Meadows (East Marlboro Township/Kennett Township Property Taxpayer) His wife used to earn income from the Township until the end of the month. He asked questions related to the Personnel Discussions, of which he was made aware that the meeting was being recorded and he could go back and watch. He stated he felt the reporting of the salaries of those individuals let go were detrimental to them and wanted to know if there was anything that could be reported to reiterate the fact that they had done nothing wrong. Meadows also asked how the salaries got so out of hand when they were approved by the Board of Supervisors. Ratliff went on to explain his decision to release the names and salary and the reasons behind his wording of the press releases, citing the overall desire for transparency in the Township. There was also discussion between Meadows and Heinrich related to the reason behind Sara's position being terminated. Leff ultimately suggested he watch the video. Meadows asked for the amounts of everyone else's salaries could be disclosed and they were.
- John Haedrich (268 Kennett Pike) asked for clarification on exempt vs. non-exempt employees. Heinrich stated that the staff at the table (Hicks, Lysle, herself and Ratliff) were all exempt/salary employees. The positions that were vacated were treated as exempt, however they legally should have been non-exempt and should have been paid overtime – part of the implementation problems of the past. Now, there is a mix of exempt and non-exempt employees.
- Beth Thomas (W Hillendale Road) asked again what the severance packages offered to the terminated employees. Ratliff declined to answer as the Township is still in negotiations and those packages have not yet been accepted. Once an agreement is reached, the information can be shared.
- David Meadows (East Marlboro Township/Kennett Township Property Taxpayer) asked if the PA at-will employment doctrine apply to municipality workers. Ratliff said yes. Meadows asked why they didn't simply utilize that and the answer from the staff and BOS was transparency. Leff suggested that Meadows and Ratliff meet privately to continue the discussion.

## 11.MOTION TO ADJOURN

**Motion presented by Hoffman to adjourn. Stevens seconded the motion. The motion was passed unanimously with no discussion.**

The meeting adjourned at 10:28 p.m.

Respectfully submitted,  
Eden R. Ratliff  
Township Secretary

Press Release January 27, 2020

**Editors' Note:** The following information is for immediate release. If you have any questions, contact Kennett Township Manager Eden Ratliff at 610-388-1300 or [Eden.Ratliff@kennett.pa.us](mailto:Eden.Ratliff@kennett.pa.us).

## **Kennett Township continues restructuring with staff changes**

**KENNETT TOWNSHIP** \_ Three Kennett Township employees will depart as part of an ongoing plan to reshape the structure of the township to better meet current and future needs, according to Eden Ratliff, Kennett Township Manager.

“The township also conducted a thorough review,” Ratliff said, “to determine the best path forward to restore trust and confidence in all parts of Township operations and services. We believe that putting in place a new team will be an important and vital step toward that objective.”

“In addition, we are continuing to realign the functioning of the entire township to make it more efficient, more responsive and better able to adapt to the changing needs of a modern, growing township,” according to Ratliff. “The township is shifting its priorities and its teams more towards planning, governance and stricter, more robust financial management and controls,” Ratliff said. “These are areas that are overdue for change.”

The personnel changes were difficult as they involved long-time employees. “We appreciate the efforts of the three employees over the years,” Supervisor Chair Dr. Richard Leff said. “Kennett Township has a relatively small staff and we all work closely together.”

During the past eight months, Leff continued, “The Supervisors and the management team instituted a process to determine how to better serve our constituents. We believe staffing needs to be changed.”

On Friday, Ratliff initiated the separation of three administrative employees. “Change is difficult, but necessary, when realigning an organization to set it up for long-term success,” Ratliff said.

Leff noted at the January 15 Supervisors meeting that “substantial changes” have already been completed. Ratliff has reorganized four departments and is continuing the process, Leff said.

At the Wednesday, February 5, 2020, Board of Supervisors meeting, Ratliff will provide further information on changes to Township staffing, structure and operations.

The Supervisors meeting will take place at 7:00 p.m. on Wednesday, February 5, 2020, in the Township Building, 801 Burrows Run Road, Kennett Square PA.

###

Press Release – January 28, 2020

**EDITOR:** The following information is for immediate release. If you have any questions, contact Kennett Township Manager Eden Ratliff at 610-388-1300 or [Eden.Ratliff@kennett.pa.us](mailto:Eden.Ratliff@kennett.pa.us).

## **Kennett Township restructuring enters next phase**

### **Three more employees separated in realignment**

**KENNETT TOWNSHIP** \_ Kennett Township took another step forward this week to realign its staff by separating three more employees from its ranks, according to Township Manager Eden Ratliff.

“As we’ve explained in recent months, we have been examining both the direction of the township going forward and the expertise we need in our staff from many angles and viewpoints.” Ratliff said, “As soon as I started with the Township in September 2019, we began making changes to our department structure, priorities and our staff. That process is continuing.”

“We also are reviewing expenses, including the salaries of employees. As a result, we are reshaping the positions, responsibilities and compensation of our staff to bring them into line with professionals in other townships for comparable jobs.”

“We are reshaping the township’s future,” Ratliff said. “These decisions aren’t easy and we want to respect the individuals departing and express our thanks for their past contributions.”

As part of the restructuring, three employees, Receptionist/Permit Coordinator, Cathy Rowe, Assistant to the Treasurer/Right to Know Officer, Megan Cadreau, and Assistant to the Township Manager Michael O’Brien were offered severance packages last week. Rowe worked for Kennett Township for nearly 22 years and was paid \$90,189 annually. Cadreau, Assistant to the Treasurer/Right to Know Officer was employed for 16 years and was paid \$91,680. O’Brien worked for nearly 5 years and was paid \$72,600.

“We will continue to make changes in the best interests of the township as needed,” Ratliff said.