



Memorandum
Kennett Township Board of Supervisors

Meeting Date: March 17, 2021

Prepared by: Christina Norland, Kennett Trails Alliance

Motion before the Board: Motion to Adopt Resolution No. 2021-9 “A RESOLUTION OF THE TOWNSHIP OF KENNETT, CHESTER COUNTY, PENNSYLVANIA, APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN KENNETT TOWNSHIP, EAST MARLBOROUGH TOWNSHIP, NEW GARDEN TOWNSHIP, KENNETT SQUARE BOROUGH, THE SQUARE ROOTS COLLECTIVE, AND THE CHESTER COUNTY PLANNING COMMISSION FOR THE PREPARATION BY THE CHESTER COUNTY PLANNING COMMISSION OF A WEB-BASED INTERACTIVE MAP FOR PUBLIC USE; REPEALING ALL INCONSISTENT RESOLUTIONS OR PARTS THEREOF; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE”

Background:

In 2020, Kennett Township became a charter member of the Kennett Area Regional Trails Committee. The committee, founded and chaired by Kennett Trails Alliance, includes representatives from Kennett Township, Kennett Borough, New Garden Township, East Marlborough Township, the Chester County Planning Commission, Bike Kennett and Friends of New Garden Trails. The committee is founded on the principle that a well-connected regional trail network is critical to the effective stewardship of our open space, our region’s economic and recreational development, and the health, safety and welfare of our residents and visitors.

The goal of the committee is to coordinate the planning, development, implementation and maintenance of trails and sidewalks across local municipalities. The committee has met monthly to share local priorities and progress, coordinate potential funding strategies, compile regional resources and determine a set of regional priorities. The committee will present these regional priorities to the Kennett Township Board of Supervisors for their review and approval, when agenda time permits.

One of the committee’s identified priorities is to provide more information to the public on existing trails and non-vehicular transportation routes in the community, as well as the status of various planned projects and regional priorities. As a result, the committee has launched a website, which is now available [here](#). The website describes the goals and purposes of the

committee and links to available maps and local planning resources. It will also provide local residents with the committee's regional priorities after the various municipalities have reviewed them.

In addition, the committee -- together with the Chester County Planning Commission -- will be creating several interactive GIS maps that will enable residents to find completed trails in the area, as well as potential local and regional trail projects and their current status. An example of a similar map is available [here](#). The committee will post these maps to the regional committee website.

The Chester County Planning Commission has provided the municipalities with a contract for the creation of these interactive GIS maps. Square Roots Collective will cover the cost of developing and updating the maps over a two-year period. There is no cost to Kennett Township for this project. Kennett Township's solicitor has reviewed and approved the contract.

Request:

The committee is requesting each municipality approve the contract so that they can proceed with the creation of these interactive GIS maps. A draft resolution has been provided.

**KENNETT TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2021-9

A RESOLUTION OF THE TOWNSHIP OF KENNETT, CHESTER COUNTY, PENNSYLVANIA, APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN KENNETT TOWNSHIP, EAST MARLBOROUGH TOWNSHIP, NEW GARDEN TOWNSHIP, KENNETT SQUARE BOROUGH, THE SQUARE ROOTS COLLECTIVE, AND THE CHESTER COUNTY PLANNING COMMISSION FOR THE PREPARATION BY THE CHESTER COUNTY PLANNING COMMISSION OF A WEB-BASED INTERACTIVE MAP FOR PUBLIC USE; REPEALING ALL INCONSISTENT RESOLUTIONS OR PARTS THEREOF; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Kennett Township desires to enter into an intergovernmental agreement (the “Agreement”) with East Marlborough Township, New Garden Township, Kennett Square Borough, the Square Roots Collective, and the Chester County Planning Commission for the preparation by the Chester County Planning Commission of a web-based interactive map for public use that shows: 1) existing trails and sidewalks, 2) existing and planned segments of the Kennett Greenway, and 3) the status of regional priority trail and sidewalk projects in the Kennett area of Chester County; and

WHEREAS, the Intergovernmental Cooperation Act, 53 Pa.C.S. §2301, *et seq.* requires all intergovernmental agreements to be approved by resolution; and

WHEREAS, Kennett Township desires to approve the Agreement by the adoption of this Resolution;

NOW, THEREFORE, be it, and it is hereby **RESOLVED** by the Board of Supervisors of Kennett Township, and it is hereby **ADOPTED** and **RESOLVED** by authority of same as follows:

- I. The Agreement, a copy of which is attached hereto and incorporated herein by reference, is hereby approved pursuant to the Intergovernmental Cooperation Act, 53 Pa.C.S. §2301, *et seq.*
- II. All resolutions or parts thereof inconsistent with this Resolution are hereby repealed to the extent of the inconsistency.
- III. The provisions of this Resolution are declared to be severable. If any provision of this Resolution is determined by a court of competent jurisdiction to be invalid or unconstitutional, such determination shall have no effect on the remaining provisions of this Resolution or on the Agreement or its validity.
- IV. This Resolution shall be effective immediately following its legal adoption.

ADOPTED and **RESOLVED** this 17th day of March, 2021.

ATTEST:

BOARD OF SUPERVISORS OF KENNETT TOWNSHIP

Eden Ratliff, Secretary

Richard L. Leff, Chairman

Whitney S. Hoffman, Vice-Chair

Scudder G. Stevens, Member

**CHESTER COUNTY
AGREEMENT FOR SERVICES**

This Agreement for Services (hereinafter this "Agreement") made this 17th day of March, 2021 between Chester County Planning Commission (hereinafter "CCPC") of the one part, and East Marlborough Township, Kennett Square Borough, Kennett Township, New Garden Township (hereinafter the "Municipalities"), and Square Roots Collective, of the second part.

In consideration for the mutual promises contained herein, and intending to be legally bound, the parties hereto agree as follows:

The term of this Agreement shall be from April 1, 2021 to June 30, 2023.

CCPC shall prepare a web-based interactive map for public use per the attached scope of work. CCPC will update this map on a quarterly or semi-annual basis during the term of this Agreement at the request of the Municipalities.

Funds received by CCPC for the performance of all services herein contracted for shall be utilized in accordance with all applicable Federal, State and Local laws, regulations, and policies, as amended, and Chester County regulations, policies, and procedures.

Maximum reimbursement under this Agreement shall not exceed \$360. This fee is based on anticipated staff hours required to complete the scope of work. (CCPC anticipates a level of effort at a cost of \$1,200, 70% of which will be covered by Chester County). Square Roots Collective will be responsible for the balance of the payment, on behalf of the Municipalities. The Municipalities shall not be required to make any payment pursuant to this Agreement.

Any amendment hereto shall be in writing and signed by all parties.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement on the day and the year first hereinabove set forth:

East Marlborough Township:

Chester County Planning Commission:

Township Manager
East Marlborough Township

Brian N. O'Leary
Executive Director
Chester County Planning Commission

ATTEST: _____

ATTEST: _____

Date: _____

Date: _____

Kennett Township:

Kennett Square Borough:

Township Manager
Kennett Township

Kennett Square Borough

ATTEST: _____

ATTEST: _____

Date: _____

Date: _____

New Garden Township:

Square Roots Collective:

Township Manager
New Garden Township

Managing Director
Kennett Trails Alliance, SRC

ATTEST: _____

ATTEST: _____

Date: _____

Date: _____

Scope of Work

The Chester County Planning Commission (CCPC) will provide professional mapping support to assist the municipalities in the production of a web-based interactive map (hereafter the “map”) for public use that shows: 1.) existing trails and sidewalks, 2.) existing and planned segments of the Kennett Greenway, and 3.) the status of regional priority trail and sidewalk projects in the Kennett area of Chester County. A first draft map will be prepared for review and sign off and then a final map will be prepared.

The map will be hosted on ArcGIS Online for Organizations (AGOL), a cloud based product from Esri that offers a way to map, view, and analyze geographic data using a web browser. It is CCPC’s understanding that the Kennett Trails Alliance will link the web map on their web page. CCPC will host and support the map and supporting datasets and provide updates and maintenance for a period of two (2) years.

1.0 Project kick-off

- 1.1 CCPC will attend a regularly scheduled meeting of the Kennett Area Regional Trails Committee to discuss the group’s needs and vision for the interactive map.

2.0 Draft and Final Map Preparation

- 2.1 Using feedback from the Committee, CCPC will produce a draft version of the map for discussion at a subsequent regularly scheduled meeting of the Regional Trails Committee. A link to the draft map will be circulated to the Committee approximately one week prior to the meeting.
- 2.2 CCPC will attend a second meeting of the Regional Trails Committee to review feedback on the draft map.
- 2.3 CCPC will make final changes to the map and circulate a final draft to the Committee. CCPC will also provide support to Kennett Trails Alliance for adding the map to the Kennett Greenway website.
- 2.4 At the direction of the Regional Trails Committee, CCPC will update the status of regional trail priority projects on a quarterly or semi-annual basis for a period of two (2) years, to conclude on June 30, 2023. At this point, CCCP and the Kennett Area Regional Trails Committee will evaluate and determine the need for continued map updates and maintenance.

3.0 Invoicing

- 3.1 CCPC will submit a single invoice for costs incurred for this project upon completion of Tasks 1 and 2. Total costs shall not exceed \$360.00.

The municipalities will have the following responsibilities during the execution of this Scope of Work:

4.0 Review of Work

- 4.1 The municipalities will be responsible for the review of draft materials and provide feedback to CCPC on all needed changes.

5.0 Invoices

- 5.1 The municipalities and Square Roots Collective will review the submitted invoice for accuracy and shall have the right to disapprove payment of an invoice that is not in accordance with the terms.