

Policy/Information Briefing Summary

Board of Supervisors



Date of Proposed Action: March 4, 2026

Regarding: Letter Agreement for Pole Relocation

Prepared By: Alison Dobbins, Township Manager

Date Prepared/Updated: February 27, 2026

BACKGROUND & ANALYSIS

Kennett Township Public Works is working on a trail project which requires three Verizon poles and related cables to be relocated. In these situations the Township is asked to sign a letter of intent (“letter agreement”) and make the payment for the work to be scheduled.

Verizon has provided a letter of intent which includes an estimated cost of \$14,300.00 to relocate the three poles and cable/guying facilities, perform flagging, and related expenses. Verizon requires that this payment be made in advance of the work to be performed. Any overpayment is refunded within 60 days or an invoice is issued if final actual costs exceed the initial estimate.

FINANCIAL IMPACT

The estimated cost to relocate the poles would be \$14,300 which must be paid in advance. This is budgeted under trail projects in the Open Space Fund.

RECOMMENDED MOTION

To authorize the Township Manager, Alison Dobbins, to sign the Letter Agreement with Verizon regarding the E. Hillendale Road Trail Project with an estimated cost of \$14,300.00.