

**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
222 Llewelyn Road
Chester Heights, PA 19017**

August 3, 2015

MEMBERS PRESENT Michael P. Pierce, Esq., President (Arrived at 7:45)
Frederick L. Wood, Vice President
Arthur McClaskey
Joe McIntosh, Esq.
Patrick L. Patterson
Lawrence Ward

OFFICIALS PRESENT Gerald C. Montella, Esq., Solicitor
Matt Houtman, P. E., Borough Engineer
Michael Ciocco, Fire Marshal

CALL TO ORDER Vice President Wood called the public meeting to order at 7:00 p.m. and led those in attendance in a moment of silence to remember Mary Ounan in your thoughts and prayers and the reciting of the Pledge of Allegiance.

APPROVAL OF MINUTES Upon motion (Ward/Patterson) Council unanimously voted to approve the meeting minutes of the July 6, 2015 Regular Council Meeting and the July 27, 2015 Work Session.

PUBLIC TO ADDRESS
COUNCIL

MARY KAY BERNIE Ms. Bernie would like to take the opportunity to say that she was
13 BISHOPS DRIVE a special person and a pleasure to work with.

TROOPER TIM GREENE Trooper Greene wanted to introduce himself to council and let them know he is with the Community Service Unit. Mayor Carroll asked Trooper Greene for any update with the traffic issues on Ivy Lane. Trooper Greene stated that there will be a thirty day study concerning the traffic issues and once that is completed the state police will review the study and make recommendations.

BUILDING INSPECTOR Mrs. Timmins reported that the building inspector is busy with permit applications.

FIRE MARSHAL Mr. Ciocco reported that there have been several false alarms from contractor's working and the dust setting off the alarm.

SEO No report.

ZONING OFFICER No report.

SECRETARY/TREASURER No report.

TREASURER'S REPORT Upon motion (Ward/McClaskey) Council voted unanimously to approve the fund balances and receipts, as submitted by the Secretary/Treasurer.

MOTION Upon motion (Ward/McClaskey) Council voted unanimously to approve payment of the bills as submitted by the Secretary/Treasurer.

Description		Source
Receipts		
Real Estate Transfer Tax	\$ 6,734.29	Treasurer of Delaware County
Court Fines	\$ 86.79	District Court 32-2-38
June Remit	\$ 125.97	Treasurer of Del County
	\$ 852.64	Maryann Furlong
2nd Qrt	\$ 197.42	Berkheimer
U&O Inspection	\$ 90.00	276 Stanton Ct
U&O Inspection	\$ 90.00	380 Radford Ct
U&O Inspection	\$ 90.00	26 Highland Dr
U&O Inspection	\$ 90.00	119 Briarcliff Ct
U&O Inspection	\$ 90.00	6207 Lydia Hollow Dr
HVAC Permit	\$ 150.00	240 Wawa Rd
Bldg Permit	\$ 250.00	6 Wilson Cr
Bldg/Shed Permit	\$ 125.00	379 Valleybrook Rd
Hydrant Reimburse	\$ 471.90	Madison
Bldg/Deck Permit	\$ 125.00	6 Rolling Heights Ln
Bldg Permit	\$ 355.00	16 Stone Haven Circle
Bldg/Roofing Permit	\$ 130.00	1 Rolling Heights Ln
Bldg/Roofing Permit	\$ 130.00	18 Mildred Ln
Bldg/Deck Permit	\$ 375.00	111 Indian Springs Dr
Bldg Permit	\$ 160,000.00	Wawa Corp
Demo Permit	\$ 150.00	240 Llewelyn Rd
Electrical Permit	\$ 250.00	229 Valleybrook Rd
Electrical Permit	\$ 80.00	16 Stone Haven Circle
Reimburse Escrow/FM Plan Review	\$ 275.00	Wawa Annex 5
Reimburse Escrow/Solicitor_April	\$ 945.32	Highland Reserve
Monthly Easement Fee	\$ 562.75	T-Mobile
Fire Hydrant Reimbursement	\$ 471.90	Highland Reserve
Fire Hydrant Reimbursement		Coventry Crossing
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 73,693.28	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 0.90% Matures 12/29/15	\$ 43,176.48	Iron Workers Bank
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CD, 12 Month, @.0.50% Matures 12/03/15	\$ 212,478.12	Wawa Credit Union
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 270,654.60	

General Fund Balance

Checking Acc 7/30/15 @ 0.02%	\$ 542,419.57	Source PLGIT GENERAL FUND
Checking Acc 7/30/15 @ 0.02%	\$ 7.54	PLGIT GENERAL FUND
Money Manager 6/30/15 @ 0.15%	\$ 10,969.52	Bryn Mawr Trust
Borough Park & Rec Fund#4871	\$ 8,234.50	Bryn Mawr Trust
Borough Road Improvement Fund	\$ 35,000.00	Bryn Mawr Trust
Total Funds in General Fund	\$ 596,631.13	

PA Liquid Fuels Fund Balance

Checking Account 7/30/15 @ 0.02%	\$ 43,462.43	PLGIT Acct # 5116038
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Land Dev Escrow Fund Balance

Savings 7/30/15 @ 0.02%	\$ 3,859.59	PLGIT Acct # 5116041
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Expenditures

Chester Heights Monthly	\$ 4,000.00	Chester Heights Fire Company
U&O Inspections	\$ 270.00	Chester Heights Fire Company
Storage Rental	\$ 159.00	Chester Heights Self Storage
Phone/Fax/Code Officials	\$ 140.12	Windstream
U&O Inspections	\$ 270.00	Richard Jensen
Wawa Annex 5	\$ 4,000.00	Richard Jensen
Brookefield	\$ 16,970.50	G. D. Houtman & Son, Inc.
Le Nape Valley	\$ 3,212.50	G. D. Houtman & Son, Inc.
Rose Hill	\$ 3,945.00	G. D. Houtman & Son, Inc.
Beard	\$ 3,562.50	G. D. Houtman & Son, Inc.
Professional Services	\$ 848.00	G. D. Houtman & Son, Inc.
Wawa Annex 5/#42525	\$ 732.90	Catania Engineering Assoc
23 Bishops Dr	\$ 225.50	Catania Engineering Assoc
CH Self Storage Eng Invc #42526	\$ 179.50	Catania Engineering Assoc
Tax Duplicate	\$ 66.84	John Santora
Tax Duplicate	\$ 74.17	Mary Catherine Pavelic
Tax Duplicate	\$ 51.16	Mathew & Maryann Daudert
Tax Duplicate	\$ 51.89	Audrey Moyer
Tax Duplicate	\$ 51.92	Amanda Feathers
Tax Duplicate	\$ 51.29	John Caprez
Tax Duplicate	\$ 52.43	Stephanie Milman
Tax Duplicate	\$ 73.50	Albert & Elmi Cochrane
Tax Duplicate	\$ 70.82	Donna Tompkins
Tax Duplicate	\$ 66.03	Ora Skiles
Tax Duplicate	\$ 68.44	James Stenger
Tax Duplicate	\$ 107.04	John Boehmler
Tax Duplicate	\$ 61.84	Charles Pedrick
Tax Duplicate	\$ 73.24	Kent & Traci Frederick
Tax Duplicate	\$ 114.08	Kent & Traci Frederick
Tax Duplicate	\$ 155.68	George Herker
15 Stoney Bank	\$ 125.00	Gerald C. Montella, Esq.

Arbour Square	\$ 387.50	Gerald C. Montella, Esq.
Beard	\$ 500.00	Gerald C. Montella, Esq.
General Matters	\$ 1,100.00	Gerald C. Montella, Esq.
Highland Reserve	\$ 150.00	Gerald C. Montella, Esq.
446 Lenni/Le Nape	\$ 400.00	Gerald C. Montella, Esq.
Rose Hill	\$ 12.50	Gerald C. Montella, Esq.
Wawa Annex 5	\$ 125.00	Gerald C. Montella, Esq.
Brookefield	\$ 112.50	Gerald C. Montella, Esq.
Brookefield	\$ 1,022.50	Peter Rohana, Jr.
Park Trash	\$ 43.46	Waste Management
Office Supplies	\$ 31.29	Walgreens
Annual P O Box Fee	\$ 136.00	Chester Heights Post Office
Postage	\$ 58.50	Chester Heights Post Office
Temp Assistance	\$ 174.85	Anne Marie Mazzalla
Temp Assistance	\$ 87.43	Valerie Hocker
Property Maintenance	\$ 145.00	Scott's Lawn Service
Office Supplies	\$ 60.90	Office Basics
Momerial Flowers/Mary Ounan	\$ 74.98	Flowers.com
Cable	\$ 5.98	Comcast
Stray Dog/Wawa Rd	\$ 125.00	A. Strickler Animal Control
Stray Dog/Wawa Rd	\$ 275.00	Animal Protection Board
Memorial Contribution/Mary Ounan	\$ 100.00	Team Rubicon
Mark Out Dig	\$ 65.00	Charles A. Higgins & Sons
Legal Adv/Beard Condition Use Hrg	\$ 508.78	21st Century Media
Fire Marshal Monthly Compensation	\$ 500.00	Michael Ciocco
Office Supplies	\$ 34.18	Michael Ciocco
Arbour Square	\$ 70.00	Michael Ciocco
Wawa Annex 5	\$ 105.00	Michael Ciocco
Office Supplies	\$ 52.99	Adobe
941 Payroll	\$ 926.24	EFTPS
Sec/Treas Compensation	\$ 3,072.98	Susan Timmins
Dig Notifications	\$ 24.44	PA 1 Call
Copier/Fax/Scanner	\$ 140.13	Ricoh USA
Meter Usage	\$ 11.92	Ricoh USA
Employee Insurance	\$ 450.00	Keystone Health Plan
3 Hydrants@ \$42.25 per Hydrant	\$ 146.47	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$ 1,306.80	Chester Water Authority
Total Expenditures	\$ 52,374.21	
PA Liquid Fuels Fund Expenditures		
PECO SL	\$ 609.22	PECO
PECO TL	\$ 54.89	PECO
Total Expenditures	\$ 664.11	

CORRESPONDENCE No correspondence.

SOLICITORS REPORT Solicitor Montella presented with the following:

ROSE HILL Solicitor Montella presented council with Extension Letter for Rose Hill Land Development for November 11, 2015.

MOTION Upon motion (Ward/Patterson) council voted to approve the Rose Hill Land Development Extension Letter.

RATIFY EXTENSION Solicitor Montella asked council to ratify the extension letters for the Mark & Nancy Beard Land Development and the 1 Smithbridge Land Development for October 27, 2015.

MOTION Upon motion (Ward/Patterson) council voted to approve the extension Letters for the Mark & Nancy Beard Land Development and the 1 Smithbridge Land Development.

RESOLUTION#8-15-A Solicitor Montella presented council with a resolution that would approve the subdivision and preliminary/final subdivision land development application of 446 Lenni Developers, L.P. for the property located at 446 Lenni Road for a project known as "Lenape Valley" to subdivide 20.17 acres into 15 single family residential lots in the R-1 Residential Zoning District. Council discussed the artway width to be 30' and denied the waiver for a 26' cartway.

MOTION Upon motion (Patterson/McClaskey) council voted to approve Resolution #08-15-A.

CERTIFICATE OF COMPLETION Solicitor Montella presented council with a Certificate of Completion for the Highland Reserve. The engineer provided a letter stating that all items have been satisfied, except for a section of the perimeter black coated aluminum fence, a pier, and four buffer trees that were damaged from the June 2015 storm. Baker Residential will issue a check to the borough for \$4,750.00 that the borough will hold until all items are completed.

MOTION Upon motion (Ward/Patterson) council voted to approve the certificate of completion for the Highland Reserve.

BEARD CONDITIONAL USE DECISION Solicitor Montella presented council with a Procedural History Decision for the Mark and Nancy Beard Conditional Use Application for the public hearing that was held on June 22, 2015 and to consider approval to the conditional use subject to conditions.

MOTION Upon motion (Ward/Patterson) council voted to approve the conditional use for the Mark and Nancy Beard Land Development subject to the conditions presented by the solicitor and the engineer.

BILL KOUBA
PRESIDENT HOA
VALLEYBROO Mr. Kouba stated that he worked with Mary Ounan during elections and that she was a nice person and will be missed. Mr. Kouba requested council to consider the dedication of Bishops Drive and Kings Road as borough roads. Council asked Mr. Kouba to provide the borough engineer with all the documentation of the recent repair work to the

roads. Council stated that the engineer will review the request and this can be discussed at the September Work Session.

ENGINEER REPORT

Mr. Houtman informed council that the paving work for Rolling Heights and the patching work on Mattson Road will start next week.

Mr. Houtman informed council that there is damaged inlet on Heather Lane that needs repair.

Mr. Houtman emailed council a map with information concerning the island on Walnut Hill Boulevard and what developments are responsible for which sections of the island.

MAYOR'S REPORT

Mayor Carroll wanted to thank the fire company for their help with the June storm.

COMMITTEE REPORTS

BOROUGH PROPERTY

Mayor Carroll reported that the park tables and mulch will be completed next week.

NEW CONSTRUCTIONS
& INSPECTIONS

No report.

ENVIRONMENTAL

No report.

FINANCE

No report.

HIGHWAY

No report.

INSURANCE

No report.

NOMINATING
& VACANCY

President Pierce announced that with the death of Mary Ounan there is a council vacancy and anyone interested to please contact the secretary.

ORDINANCE &
CODE REVIEW

No report.

PUBLIC UTILITIES

No report.

PUBLIC SAFETY

Councilman Ward asked if the engineer could look into what signage on Baltimore Pike could be overhead instead of on the island, where the signs get hit and damaged and to consider this item for next years budget.

Councilman Ward reported that he did submit the invoices associated with the June 23, 2015 storm to PEMA, which could be fifty percent.

SCHOOL DISTRICT/ LIBRARY	No report.
PLANNING & ZONING	Mayor Carroll reported that the last Planning Commission review routine matters at the last meeting.
LONG RANGE PLANNING	No report.
GRANTS	No report.
INSPECTOR/SECRETARY EDUCATION	No report.
HISTORICAL COMMITTEE	Councilman Patterson said he would like to acknowledge how much Mary Ounan meant to the Historical Committee.
ENVIRONMENTAL ADVISORY BOARD	Vice President Wood updated council on the October 17 th Annual Recycling Day,
NEW BUSINESS	No report.
OLD BUSINESS	No report.
ADDITIONAL PERIOD FOR <u>PUBLIC COMMENTS</u> SUSAN CLARK 384 LENNI ROAD	Ms. Clark asked the solicitor is the mayor a voting member of borough council and was there a quorum tonight. Solicitor Montella responded that there was a quorum tonight.

Land Development Dates

1. **STF Crier** – Submitted Plans 4/30/07, Reviewed Planning Co 5/24/07 - Open Ended Extension
2. **S. B. Conrad/CH Market** - Submitted Plans 2/18/10, Reviewed Planning Commission 3/25/10 **Extension 10/27/15**
3. **Mark & Nancy Beard** – Submitted Plan 5/5/14, Reviewed Planning Commission 6/26/14 **Extension 10/27/15**– Mayor Carroll/Shepherd
4. **446 Lenni Developers/Le Nape Valley**– Submitted ACT 247 Formal Plans 11/18/14Submitted Sketch plan 9/18/14 –Reviewed Planning Commission 9/25/14 –**Extension – 8/15//15** Councilman McIntosh/Shepherd
5. **Rose Hill Townhouse** – Submitted Sketch plan – 9/15/14 Reviewed Planning Commission 9/25/14 Conditional Use Hearing 11/03/14 –Submitted ACT 247 Formal Plans 11/5/14 **Extension – 11/16/2015** - Councilman Ward/Shepherd
6. **Westrum/Arbour Square** – Reviewed Planning Commission 3/23/15 – Public Hearing for Proposed Amendment to Zoning Ordinance 10/6/14 PC Reviewed 3/23/15 – **Extension 10/9/2015** - Vice President Wood/Shepherd

ADJOURMENT Upon motion (Ward) council voted to adjourn the meeting at 7:53.

Respectfully submitted,
Susan Timmins
Secretary/Treasurer