

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

July 6, 2015

- MEMBERS PRESENT** Michael P. Pierce, Esq., President
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** President Pierce called the public meeting to order at 7:00 p.m. and led those in attendance in a moment of silence and stated that the fire company did a terrific job for the recent storm and the reciting of the Pledge of Allegiance.
- APPROVAL OF MINUTES** Upon motion (Ward/McClaskey) Council unanimously voted to approve the meeting minutes of the June 1, 2015 Regular Council Meeting and the June 22, 2015 Work Session.
- PUBLIC TO ADDRESS**
COUNCIL No response.
- BUILDING INSPECTOR** Mrs. Timmins reported that the building inspector reported that there will be a pre-construction meeting for Wawa Annex 5 on July 13th.
- FIRE MARSHAL** Mr. Ciocco reported that it had been a very busy month, that there were 22 incidents, most of which were storm related and that he had never seen such devastation in Chester Heights and he would like to thank the fire company for all they did during the storm.
- SEO** No report.
- ZONING OFFICER** No report.
- SECRETARY/TREASURER** Mrs. Timmins reported that the borough office was very busy with storm related incidents and that their land development plan for the Beard Lot Line Application was dropped off and submitted to the county for review.

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

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

Description		Source
Receipts		
Real Estate Transfer Tax	\$ 10,971.10	Treasurer of Delaware County
Court Fines	\$ 9.10	District Court 32-2-38
May Remit	\$ 209.31	Treasurer of Delaware County
2nd Qrt	\$ 251.21	Berkheimer
2nd Qrt	\$ 1,491.82	Berkheimer
2nd Qrt	\$ 578.72	Berkheimer
U&O Inspection	\$ 90.00	300 Wawa Rd
U&O Inspection	\$ 90.00	307 Stanton Ct
U&O Inspection	\$ 90.00	168 Bishops Dr
HVAC Permit	\$ 130.00	357 Willits Way
Bldg/Deck Permit	\$ 125.00	23 Highland Dr
Bldg Permit	\$ 125.00	176 Kingswood Ct
Bldg/Roofing Permit	\$ 130.00	27 Highland Dr
Bldg/Roofing Permit	\$ 130.00	127 Ivy Mills Rd
Bldg/Roofing Permit	\$ 130.00	65 Ivy Mills Rd
State Police Fines	\$ 398.26	Treasurer of Pennsylvania
Act 247 Application Fee/Lot Line	\$ 400.00	Beard Townhouse Land Dev
Conditional Use Hearing Fee	\$ 2,725.00	Abrou Square
Holding Tank Agreement/Wawa	\$ 2,850.00	Wawa Corp
Reimburse Escrow/Solicitor_June	\$ 312.50	Wawa Annex 5
Reimburse Escrow/Eng Invc#42241	\$ 422.82	Wawa Annex 5
Reimburse Escrow/FM Plan Review	\$ 210.00	Wawa Annex 5
Reimburse Escrow/Solicitor_April	\$ 50.00	Highland Reserve
Reimburse Escrow/Solicitor_May	\$ 87.50	Highland Reserve
Reimburse Escrow/Solicitor_June	\$ 275.00	Abrou Square
Reimburse Escrow/Solicitor_March	\$ 25.00	Beard Townhouse Dev
Reimburse Escrow/Solicitor_April	\$ 50.00	Beard Townhouse Dev
Reimburse Escrow/Solicitor_May	\$ 25.00	Beard Townhouse Dev
Monthly Easement Fee	\$ 562.75	T-Mobile
Fire Hydrant Reimbursement		Coventry Crossing
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 23,344.39	
Fund Balances,		
<i>Certificates of Deposit Balance</i>		
CD, 12 Month, @ 0.90% Matures 12/29/15	\$ 43,176.48	Iron Workers Bank
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 6/30/15 @ 0.02%	\$ 385,436.66	Source PLGIT GENERAL FUND
Checking Acc 6/30/15 @ 0.02%	\$ 7.54	PLGIT GENERAL FUND
Money Manager 6/30/15 @ 0.15%	\$ 10,968.77	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	\$ 439,647.47	

PA Liquid Fuels Fund Balance

Checking Account 6/30/15 @ 0.02%	\$ 44,116.80	PLGIT Acct # 5116038
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Land Dev Escrow Fund Balance

Savings 6/30/15 @ 0.02%	\$ 3,859.37	PLGIT Acct # 5116041
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Expenditures

Chester Heights Monthly	\$ 4,000.00	Chester Heights Fire Company
Storage Rental	\$ 159.00	Chester Heights Self Storage
Phone/Fax/Code Officials	\$ 140.12	Windstream
Zoning Matters	\$ 180.00	Richard Jensen
Wawa Annex 5	\$ 3,900.00	Richard Jensen
2nd Qrt UCC Fees	\$ 48.00	DCED
Wawa Annex 5	\$ 422.82	Catania Engineering Assoc
Hazard Mitigation Plan	\$ 52.50	Catania Engineering Assoc
Wawa Annex 5 Eng Invc #42241	\$ 321.75	Catania Engineering Assoc
CH Self Storage Eng Invc #42242	\$ 192.00	Catania Engineering Assoc
692B Lenni Road	\$ 310.07	Catania Engineering Assoc
Tax Duplicate	\$ 19.55	Hanmanth Janamma
Tax Duplicate	\$ 22.38	Rama Krishna Maddipati
Tax Duplicate	\$ 63.49	Adam Brooks
Tax Duplicate	\$ 63.21	Catherine Weisinger
Tax Duplicate	\$ 63.21	Stephen Gunn
Tax Duplicate	\$ 63.22	Edward Hastings
Tax Duplicate	\$ 65.16	Nicholas Botes
Tax Duplicate	\$ 67.37	Kathy Hodgson
Tax Duplicate	\$ 50.96	Joseph Scelsa
Tax Duplicate	\$ 51.64	Ferina Randolph
Tax Duplicate	\$ 50.85	Audrey Moyer
Tax Duplicate	\$ 50.10	Amanda Mandel
Tax Duplicate	\$ 56.17	Barbara Brooks
Tax Duplicate	\$ 51.35	James Bonafino
Tax Duplicate	\$ 54.26	Frank Shannon
Tax Duplicate	\$ 52.12	Jennifer Dugan
Tax Duplicate	\$ 198.25	Eugene Cortese
Tax Duplicate	\$ 73.50	Albert Cochrane
Tax Duplicate	\$ 88.38	Maureen McKenna
Tax Duplicate	\$ 76.94	Angelina Piccoli
Tax Duplicate	\$ 70.82	Donna Tompkins
Tax Duplicate	\$ 67.25	Debra Deprinzio

Tax Duplicate	\$	68.44	James Stenger
Tax Duplicate	\$	32.10	William Boehmler
Tax Duplicate	\$	148.12	Stephen Clark
Tax Duplicate	\$	74.73	Kent & Traci Frederick
Tax Duplicate	\$	73.50	Michael Defronzo
Tax Duplicate	\$	145.00	Charles Larkin
Tax Duplicate	\$	79.07	Dorothy Callahan
Tax Duplicate	\$	76.08	James Ryley
Tax Duplicate	\$	85.13	Christopher Mariani
Tax Duplicate	\$	158.56	George Hecker
Tax Duplicate	\$	66.84	Diana Zorichak
Online Training	\$	50.00	PA Local Gov Center
2nd Edition Newsletter	\$	287.65	Media Post Office
Annual P O Box Fee	\$	136.00	Chester Heights Post Office
Beard Conditional Use Hearing	\$	735.25	Media Court Reporting
Bonding/Treasurer	\$	443.75	Arthur J. Gallagher & Co
Temp Assistance	\$	162.36	Anne Marie Mazzalla
Park Trash	\$	43.60	Waste Management
Fertilizer Application	\$	145.00	Scott's Lawn Service
Property Maintenance	\$	130.00	Scott's Lawn Service
Property Maintenance	\$	468.00	Scott's Lawn Service
Emergency Tree Removal	\$	2,905.00	Unlimited Truck Fab
Emergency Tree Removal	\$	3,795.00	Unlimited Truck Fab
Emergency Tree Removal	\$	4,350.00	Unlimited Truck Fab
15 Stoney Bank	\$	37.50	Gerald C. Montella, Esq.
Arbour Square	\$	275.00	Gerald C. Montella, Esq.
Beard	\$	812.50	Gerald C. Montella, Esq.
General Matters	\$	887.50	Gerald C. Montella, Esq.
Highland Reserve	\$	12.50	Gerald C. Montella, Esq.
446 Lenni/Le Nape	\$	87.50	Gerald C. Montella, Esq.
Rose Hill	\$	50.00	Gerald C. Montella, Esq.
Wawa Annex 5	\$	312.50	Gerald C. Montella, Esq.
Brookefield	\$	12.50	Gerald C. Montella, Esq.
Office Supplies	\$	55.55	Office Basics
Office Supplies	\$	11.39	Costco
Flowers	\$	37.84	Home Depot
Cable	\$	5.98	Comcast
2nd Newsletter Printing	\$	850.00	Country Press
2nd Newsletter	\$	1,250.00	Ken Stark
Office Expense	\$	10.52	Target
Qkbks Payroll Service	\$	469.00	Intuit
Tax Collector Envelopes	\$	130.00	Brendan G. Stover
Legal Adv/Beard Conditional Use Hrg	\$	534.46	21st Century Media
Fire Marshal Monthly Compensation	\$	500.00	Michael Ciocco
Wawa Annex 5 Plan Rev	\$	210.00	Michael Ciocco
Office Supplies	\$	52.99	Adobe
941 Payroll	\$	2,664.22	EFTPS
1st Qrt Payroll	\$	577.39	PA Dept of Rev
1st Qrt Payroll	\$	13.21	PAUC
Sec/Treas Compensation	\$	3,072.98	Susan Timmins
Dig Notifications	\$	25.00	PA 1 Call
Copier/Fax/Scanner	\$	19.78	Ricoh USA

Meter Usage	\$ 140.13	Ricoh USA
Employee Insurance	\$ 450.00	Keystone Health Plan
3 Hydrants@ \$42.25 per Hydrant	\$ 124.39	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$ 1,306.80	Chester Water Authority
Total Expenditures	<u>\$ 40,804.75</u>	

PA Liquid Fuels Fund Expenditures		
PECO SL	\$ 553.18	PECO
PECO TL	\$ 102.81	PECO
Stoney Bank Traffic Light	\$ 130.00	Charles A. Higgins & Sons, Inc.
Turn off school flashers	\$ 65.00	Charles A. Higgins & Sons, Inc.
Total Expenditures	<u>\$ 850.99</u>	

CORRESPONDENCE No correspondence.

SOLICITORS REPORT Solicitor Montella presented with the following:

RESOLUTION #07-15-A A resolution authorizing council to execute an amendment to an inter-municipal agreement with Southwest Delaware County Municipal Authority (SWDCMA) to expand the borough's service area and allow Southwest Delaware County Municipal Authority to collect and treat sanitary sewer wastewater from property owners in the borough.

MOTION Upon motion (Ward/Wood) Council unanimously voted to approve Resolution # 07-15-A.

RESOLUTION #07-15-B A resolution authorizing Chester Heights Borough to submit an application for Traffic Signal Approval to PennDOT.

MOTION Upon motion (Patterson/McClaskey) Council voted five to approve and one abstention (Wood) Resolution # 07-15-B.

ESCROW RELEASE Solicitor Montella presented council with a request for an escrow release for the Chester Heights Self Storage. Solicitor Montella reported that he and Michael Ciocco, P. E., S.E.O., the alternate engineer have reviewed the escrow release and recommend a partial release of \$10,260.00 for work completed to date.

MOTION Upon motion (Ward/Wood) Council unanimously voted to approve the escrow release and recommend a partial release of \$10,260.00 for the Chester Heights.

PUMP & HAUL Solicitor Montella requested council to ratify the Pump and Haul Contract for Wawa Corporate that was approved at the June 22nd Work Session.

CONTRACT

MOTION	Upon motion (Ward/Patterson) Council voted to ratify the Pump and Haul Contract for Wawa Corporate.
ENGINEER'S REPORT	Mr. Houtman reported that the road work for Rolling Heights is scheduled to start towards the end of July and that he is working with the solicitor in reviewing the Highland Reserve Dedication.
MAYOR'S REPORT	President Pierce reported that Mayor Carroll declared a state of emergency for the borough with regards to the June 23th storm and the declaration was sent to the county.
<u>COMMITTEE REPORTS</u>	
BOROUGH PROPERTY	No report
NEW CONSTRUCTIONS & INSPECTIONS	No report.
ENVIRONMENTAL	No report.
FINANCE	No report.
HIGHWAY	No report.
INSURANCE	No report.
NOMINATING & VACANCY	No report.
ORDINANCE & CODE REVIEW	Councilman Patterson presented council with a proposal for updating the Ordinances from General Code that would provide a searchable feature for the codes.
MOTION	Upon motion (Patterson/Ward) Council unanimously voted to approve the proposal from General Code.
PUBLIC UTILITIES	No report.
PUBLIC SAFETY	Councilman Ward reported that the fire company was very busy with storm related issues.
SCHOOL DISTRICT/ LIBRARY	Councilman Patterson reported that the library will be celebrating a 35 th Anniversary and there will a slight increase in the school budget.
PLANNING & ZONING	No report.
LONG RANGE PLANNING	No report.

GRANTS No report.

INSPECTOR/SECRETARY No report.
EDUCATION

HISTORICAL COMMITTEE No report

ENVIRONMENTAL
ADVISORY BOARD Vice President Wood updated council on the October 17th Annual Recycling Day, that there will be an e-waste recycling with eforce and confidential paper shredding with J&K Secure Shredding and that he is looking into clothing donations.

NEW BUSINESS No report.

OLD BUSINESS No report.

ADDITIONAL PERIOD FOR
PUBLIC COMMENTS

SUSAN CLARK Ms. Clark asked if there are volunteers needed for the Recycling Day. Vice President Wood stated that volunteers are needed and will have more information posted on the website.
384 LENNI ROAD

EXECUTIVE SESSION President Pierce announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters of litigation, personnel and pending real estate acquisition by the Borough of Chester Heights. Council met in Executive Session at 7:38 until 8:13. No actions were taken.

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 7/28/15**
3. **Mark & Nancy Beard** – Submitted Plan 5/5/14, Reviewed Planning Commission 6/26/14 **Extension 7/28/15**– 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 – **8/08/2015** - 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 8:14.

Respectfully submitted,
Susan Timmins
Secretary/Treasurer