

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

October 5, 2015

- MEMBERS PRESENT** Michael P. Pierce, Esq., President
Frederick L. Wood, Vice President
Arthur McClaskey
Joe McIntosh, Esq.
Patrick L. Patterson
Anne C. Searl
Lawrence Ward
- OFFICIALS PRESENT** Gerald C. Montella, Esq., Solicitor
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 the reciting of the Pledge of Allegiance.
- APPROVAL OF MINUTES** Upon motion (Ward/Searl) Council unanimously voted to approve the meeting minutes of the September 14, 2015 Regular Council Meeting and the September 28, 2015 Work Session.
- PUBLIC TO ADDRESS**
COUNCIL No public response.
- BUILDING INSPECTOR** Mrs. Timmins reported that the building inspector is busy with building permits.
- FIRE MARSHAL** Mr. Ciocco informed council that there were eight incidents in September, one was a vehicle fire and provided council with photos of the vehicle fire and stated how devastating a vehicle fire can be.
- SEO** No report.
- ZONING OFFICER** No report.
- SECRETARY/TREASURER** Mrs. Timmins reported that a resident reported that the stop sign on Ivy Land and Mildred Lane is covered by tree growth and there is a pothole on Ivy Lane and the street light cover is broken at that intersection.
- TREASURER'S REPORT** Upon motion (Ward/McIntosh) Council voted unanimously to approve the fund balances and receipts, as submitted by the Secretary/Treasurer.

MOTION

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

Receipts

Real Estate Transfer Tax	\$ 2,408.35	Treasurer of Delaware County
Court Fines	\$ 75.10	District Court 32-2-38
August Taxes	\$ 253.00	Maryann Furlong
Annual State Relief Fund	\$ 21,672.71	Treasurer of Pennsylvania
3rd Qrt LST	\$ 709.98	Berkheimer
3rd Qrt LST	\$ 877.52	Berkheimer
Land Disturbance Permit	\$ 1,100.00	Beard
U&O Inspection	\$ 90.00	490 Valleybrook Road
U&O Inspection	\$ 90.00	490 Valleybrook Road
U&O Inspection	\$ 90.00	50 Bayberry Ct
HVAC Permit	\$ 155.00	313 Stanton Ct
Bldg/HVAC/Elec Permit	\$ 550.00	7 Wilson Cr
Insurance Claim/TL Smithbrg	\$ 2,615.00	Gallagher Bassett Services
Bldg/Roofing Permit	\$ 325.00	1730 Walnut Hill Blvd
Reimburse/Eng#42869	\$ 1,270.09	Wawa Annex 5
Reimburse/Fire Marshal	\$ 105.00	Wawa Annex 5
Reimburse/Sol_July	\$ 125.00	Wawa Annex 5
Reimburse/Eng#42525	\$ 732.90	Wawa Annex 5
Reimburse/Fire Marshal	\$ 70.00	Arbour Square
Reimburse/Sol_Aug	\$ 537.50	Arbour Square
Reimburse/Sol_July	\$ 387.50	Arbour Square
Reimburse/Sol_Aug	\$ 325.00	Highland Reserve
Reimburse/Sol_July	\$ 150.00	Highland Reserve
Reimburse/Sol_July	\$ 12.50	CH Self Storage
Reimburse/Eng#42422	\$ 321.75	CH Self Storage
Monthly Easement Fee	\$ 562.75	T-Mobile
Fire Hydrant Reimbursement		Highland Reserve
Fire Hydrant Reimbursement		Coventry Crossing
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 36,010.95	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 0.90% Matures 12/29/15	\$ 43,176.48	Iron Workers Bank
CD, 12 Month, @.0.50% Matures 12/03/15	\$ 213,543.17	Wawa Credit Union
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 271,719.65	

General Fund Balance

Checking Acc 9/30/15 @ 0.02%	457,188.41	Source PLGIT GENERAL FUND
Checking Acc 9/30/15 @ 0.02%	\$ 7.54	PLGIT GENERAL FUND
Money Manager 9/30/15 @ 0.15%	\$ 10,970.27	Bryn Mawr Trust
Borough Park & Rec Fund#4871	\$ -	Bryn Mawr Trust
Borough Road Improvement Fund	\$ 35,000.00	Bryn Mawr Trust

Total Funds in General Fund \$ 503,166.22

PA Liquid Fuels Fund Balance

Checking Account 9/30/15 @ 0.02% \$ 1,627.90 PLGIT Acct # 5116038

Land Dev Escrow Fund Balance

Savings 9/30/15 @ 0.02% \$ 3,859.68 PLGIT Acct # 5116041

Expenditures

Annual Contribution		Rachel Kohl Library
Chester Heights Monthly	\$ 4,000.00	Chester Heights Fire Company
Annual State Relief Fund	\$ 21,672.71	Chester Heights Fire Company
Anniversay Donation	\$ 9,800.00	Rachel Kohl Library
Park Excavating	\$ 4,285.50	MarJ Builders
Storage Rental	\$ 159.00	Chester Heights Self Storage
Phone/Fax/Code Officials	\$ 143.08	Windstream
Various Bldg Permit	\$ 864.50	Richard Jensen
Wawa Annex 5	\$ 2,500.00	Richard Jensen
CH Fire Co Permit	\$ 2,401.00	Richard Jensen
eCodes Maintenance Fee	\$ 1,495.00	General Code
eCodes Analysis	\$ 1,853.42	General Code
Wawa Annex 5/#42869 ESCROW	\$ 1,341.29	Catania Engineering Assoc
SEO/458 A Lenri	\$ 169.13	Catania Engineering Assoc
Arbour Square	\$ 250.00	Gerald C. Montella, Esq.
Beard	\$ 37.50	Gerald C. Montella, Esq.
General Matters	\$ 612.50	Gerald C. Montella, Esq.
Rose Hill	\$ 50.00	Gerald C. Montella, Esq.
Highland Reserve	\$ 325.00	Gerald C. Montella, Esq.
Brookefield	\$ 301.00	Peter Rohana, Esq.
Park Trash	\$ 48.32	Waste Management
Temp Assistance	\$ 274.26	Anne Marie Mazzalla
Temp Assistance	\$ 262.77	Valerie Hocker
Recycling Day/Signs/Posters	\$ 84.00	The Country Press, Inc.
Property Maintenance	\$ 195.00	Scott's Lawn Service
Property Maintenance	\$ 325.00	Scott's Lawn Service
Property Maintenance	\$ 294.00	Scott's Lawn Service
Office Supplies	\$ 5.99	Target
Office Supplies	\$ 48.75	COSTCO
Office Supplies	\$ 34.99	Best Buy
Office Supplies	\$ 21.07	Pathmark
Insurance	\$ 136.00	Arthur J. Gallagher
Cable	\$ 13.28	Comcast
St. Thomas Flasher	\$ 65.00	Charles A. Higgins & Sons
Mark Out Dig/PA One Call	\$ 37.35	Charles A. Higgins & Sons
Fire Marshal Monthly Compensation	\$ 500.00	Michael Ciocco
Legal Adv	\$ 294.49	21st Media
PECO SL	\$ 578.71	PECO
PECO TL	\$ 34.09	PECO
Bulk Mailing/News/Postcrd	\$ 576.96	Media Post Office
Office Supplies	\$ 52.99	Adobe

941 Payroll	\$ 943.40	EFTPS
3rd Qrt	\$ 383.52	PA Dept Rev
3rd Qrt	\$ 8.74	PAUC
Sec/Treas Compensation	\$ 3,072.98	Susan Timmins
Dig Notifications	\$ 37.35	PA 1 Call
Copier/Fax/Scanner	\$ 140.13	Ricoh USA
Meter Usage	\$ 10.08	Ricoh USA
Employee Insurance	\$ 450.00	Keystone Health Plan
3 Hydrants@ \$42.25 per Hydrant	\$ 133.96	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$ 1,437.48	Chester Water Authority
Total Expenditures	<u>\$ 62,761.29</u>	

PA Liquid Fuels Fund Expenditures
Total Expenditures

- CORRESPONDENCE** President Pierce reported on the following correspondence:
- Correspondence from PennDOT concerning a pre-construction meeting for the proposed milling and resurfacing for Wawa Road.
 - Correspondence from the Delaware County Council for free community walk-in flu shots at the Haverford YMCA on October 16th.
 - Correspondence from the Delaware County Veterans Memorial for a casket flag raising ceremony on October 11th.
 - Correspondence from the Rose Valley Centennial Foundation that is having a self guided walking tour of six historic homes on October 18th.
 - Correspondence from the Delaware Valley Regional Planning Commission that will be performing traffic counts in the borough over the next few weeks.
 - Correspondence from Charles A. Higgins & Sons, Inc., informing council that there will be an increase in service rates effective January 1, 2016.
- SOLICITOR'S REPORT** Solicitor Montella reported on the following:
SNOW REMOVAL Request for authorization to prepare and advertise the bid specs for the
CONTRACT Snow & Ice Removal Contract.
- MOTION** Upon motion (Wood/Patterson) Council voted to authorize the solicitor to prepare and advertise the bid specs for the Snow & Ice Removal Contract.
- EXTENSION LETTER** Solicitor Montella presented council with an extension of time letter for the Arbour Square Land Development for January 7, 2016.
- MOTION** Upon motion (Wood/Ward) Council voted to approve the Arbour Square Extension Letter.
- 301 LLEWELYN ROAD** Solicitor Montella reported that he has been in contact with the son of the deceased owner of 301 Llewelyn Road, concerning the property

being condemned and he has intentions of getting improvements to the house.

DEVELOPER'S AGREEMENT	Solicitor Montella informed council that he is waiting on cost estimates for the Le Nape Valley and Rose Hill Developer's Agreement.
BROOKEFIELD PHASE I	Solicitor Montella presented council with a Developers Agreement for Brookefield Phase I prepared by Mr. Rohana, this agreement has been reviewed and recommended by the Engineer, the Solicitor, Mr. Rohana, the Borough Planning Commission, the Fire Marshal and the Delaware County Planning Commission.
MOTION	Upon motion (Patterson/Searl) Council voted to Developers Agreement for Brookefield Phase I.
BROOKEFIELD PHASE I	Solicitor Montella presented council with a Security Improvement Agreement for Brookefield Phase I prepared by Mr. Rohana, which has been reviewed by the engineer and the solicitor.
MOTION	Upon motion (Patterson/Wardl) Council voted to approve the Security Improvement Agreement for Brookefield Phase I.
ENGINEER REPORT	No report.
MAYOR'S REPORT	No report.
<u>COMMITTEE REPORTS</u>	
BOROUGH PROPERTY NEW CONSTRUCTIONS & INSPECTIONS	No report. No report.
ENVIRONMENTAL	Councilwoman Searl reported that the secretary submitted the Annual Recycling Performance Grant Application to DEP and there was 95.06 Residential Tons and 243.68 Commercial Tons.s
FINANCE	Vice President Wood informed council that he received and reviewed the 2014 Draft Audit and the secretary will email to everyone on council for review.
HIGHWAY	No report.
INSURANCE	No report.
NOMINATING & VACANCY	Councilman Patterson informed council that there were three people who sent a letter of interest for the Planning Commission Vacancy.
ORDINANCE & CODE REVIEW	No report.

PUBLIC UTILITIES	No report.
PUBLIC SAFETY	Councilman Ward informed council that he has forwarded the
SCHOOL DISTRICT/ LIBRARY	Councilwoman Searl reported that the circulation for the library for 2015, as of October, was 107,044 and 76 new members last month and the Garnet Valley School Board is looking into subcontracting for various positions for the school district.
PLANNING & ZONING	No report.
LONG RANGE PLANNING	No report.
GRANTS	No report.
INSPECTOR/SECRETARY EDUCATION	No report.
HISTORICAL COMMITTEE	No report.
ENVIRONMENTAL ADVISORY BOARD	Vice President Wood informed council that he will be having a volunteer kick off meeting at the park on Saturday and will have posters at various locations and will place lawn signs at the townhouse communities and the park.
NEW BUSINESS	No report.
OLD BUSINESS	President Pierce informed council that another large tree at Thistle and Walnut Hill Boulevard and council needs to set up a meeting with all the land owners to clarify who is responsible for what.

**ADDITIONAL PERIOD FOR
PUBLIC COMMENTS**

ROBERT BENZ 267 W. BALTIMORE PK	Mr. Benz presented council with a drawing and a letter from the borough engineer concerning the modifications to the traffic light at the Wawa Corporate Center and expressed concerns with the deceleration lane and that if that lane is reduced in size there will be not be enough room for a car to stop there. He has been in contact Wawa. President Pierce stated that this is a state road and they will be involved with final modifications and this is under review.
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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. **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 1/72016** - Vice President Wood/Shepherd

ADJOURMENT Upon motion (Ward) council voted to adjourn the meeting at 7:34.

Respectfully submitted,
Susan Timmins
Secretary/Treasurer