

**Minutes of the Work Session
Of the Borough of Chester Heights
222 Llewelyn Road
Chester Heights, PA 19017**

February 29, 2016

MEMBERS PRESENT

Frederick L. Wood, President
Patrick L. Patterson, Vice President
Anne C. Searl, Pro Tem
Mark Carroll, Mayor
Philip Block, Ph.D.
Jordan E. Goldberg
Joseph McIntosh

OFFICIALS PRESENT

Gerald C. Montella, Esq., Solicitor
Matthew Houtmann, P.E., Engineer

CALL TO ORDER

President Wood 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.

**PUBLIC TO ADDRESS
COUNCIL**

No response from the public.

**WAWA CORPORATE
RECYCLING DAY**

Judy Ward, an employee with Wawa Corporate, requested partnering with the borough to have a Recycling Day Event at the Chester Heights Community Park sometime in May. Wawa Corporate has had an established Recycling Day every year at the corporate center, but due to overflow parking from the construction, they cannot have the Recycling Event at the Corporate Center. Larry Ward reported that he will inquire into obtaining fire police for directing traffic and the solicitor will look into if any agreement between the borough and Wawa Corporate will be needed. Councilman Block suggested looking into including some of the high school students for community service.

**GRINDER PUMP
ORDINANCE**

Solicitor Montella drafted a Grinder Pump Ordinance that was recommended by DEP for the Lenape Valley Land Development. A copy of the draft ordinance was sent to Southwest Sewer Authority for their review and comments. A grinder pump is used to pump sanitary sewage from a building to the municipal sewerage system when the building's plumbing is at a lower grade than the main or when there is not enough slope to allow sewage to gravity flow to the municipal system. Solicitor Montella requested authorization to advertise the ordinance and a public hearing on April 4, 2016 for council's consideration of adopting this ordination.

MOTION	Upon motion (Block/Goldberg) council voted six approved/one abstention (Patterson) to authorize the solicitor to publish the Draft Ordinance and to schedule a public hearing on April 4, 2016.
ARBOUR SQUARE PRELIMINARY APPROVAL	Donald Petrosa, Esq. and John Westrum updated council with a presentation on the revised land development plans for Arbour Square at Chester Heights and requested council's consideration for preliminary approval. Mayor Carrol, a member of the Planning Commission, reported that the Arbour Square revised land development plan has been reviewed and recommended for preliminary approval at the last Planning Commission Meeting. Donald Petrosa, Esq. request council to consider preliminary approval for the Arbour Square Land Development at the March 7, 2016 Regular Council Meeting.
BROOKEFIELD ESCROW RELEASE	The borough engineer presented council with an escrow release #2 request from Valleybrook, LLC for the Brookefield Land Development and asked to be placed on the agenda for the March 7, 2015 Regular Council Meeting. The escrow release request is for \$ 292,410.85. The engineer provided a spread sheet that summarizes the status of the escrow funds.
NEWSLETTER	Vice President Patterson reported that the sponsors advertising for the spring/summer newsletter is approximately eighty percent full. There will be various articles with regards to MS4 compliance, information on the newly elected officials, an article from the fire company and the fire marshal, a calendar of events, a borough directory. Hometown Press estimates it will take six weeks once all the content is provided to them.
2015 ANNUAL AUDIT	President Wood reported that he received a proposal for council to be considered at the March 7, 2016 Regular Council Meeting from Leitzell & Economidis, P.C. for the 2015 Annual Audit that would be in accordance with the Form DCED-CLGS-30 of the Commonwealth of Pennsylvania Annual Audit and Financial Report for seven thousand dollars (\$7,000.00).
FINANCIAL CONSULTING	President Wood reported that he received a proposal financial consulting from Merves, Amon and Barsz to be considered at the March 7, 2016 Regular Council Meeting.
2016 TRAFFIC SIGNAL MAINTENANCE CONTRACT	President Wood reported that he received a proposal from Charles A. Higgins & Sons, Inc. for the 2016 Traffic Signal Maintenance Contract to be considered at the March 7, 2016 Regular Council Meeting.
FRED WOOD LAND DEVELOPMENT	Solicitor Montella reported that the borough has received an extension request for the Fred Wood Subdivision and Land Development for February 10, 2021. Solicitor Montella will review if this extension would be three years or five years.

- LIQUID FUELS Mrs. Timmins reported that the 2016 Annual Allocation for Liquid Fuels was electronically deposited to the General Fund in the amount of \$52,074.26, an increase of \$7,483.82 from 2015, due to Act 89, a five year transportation funding bill.
- GUARDRAIL EXTENSION Vice President Patterson reported that on December 15, 2015 the borough engineer composed a letter and report that was sent to PennDOT Bordendale Office requesting an extension to the guardrail at 101 Valleybrook Road. There has been no response from PennDOT. Vice President Patterson suggested resending the letter and report certified.
- NEW BUSINESS Council discussed various correspondences and complaints council received with regards to noise, tall trees and ways that council could respond.
- OLD BUSINESS No old business.

Additional Period for Public Comment

- ADJOURNMENT Upon motion (McIntosh) council unanimously voted to adjourn the meeting at 9:31 p.m.

Land Development Dates

1. **STF Crier** – Submitted Plans 4/30/07, Reviewed Planning Commission 5/24/07 - Open Ended Extension
2. **S. B. Conrad/CH Market** - Submitted Plans 2/18/10, Reviewed Planning Commission 3/25/10 **Extension 4/25/2016**
3. **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 4/6/2016** - Vice President Wood/Shepherd

Respectfully submitted,
 Susan Timmins
 Secretary/Treasurer