

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

**January 23, 2017**

MEMBERS PRESENT      Susan H. Clarke, President  
                                 Jordan E. Goldberg, Vice President  
                                 Anne C. Searl, Pro Tem  
                                 Philip Block, Ph. D.  
                                 Mark Carroll, Mayor  
                                 Jeffrey D. Durst  
                                 Jordan Goldberg  
                                 Joseph McIntosh, Esq.

OFFICIALS PRESENT      Frank W. Daly, Esq., Solicitor

CALL TO ORDER              President Clarke 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.

ARBOUR SQUARE  
AGREEMENTS              Solicitor Daly presented council with the following proposed agreements for Arbour Square at Chester Heights:

- Sewer Installation Agreement
- Improvement Security Agreement
- Stormwater Controls and Best Management Agreement
- Sanitary Sewage Capacity Purchase Agreement
- Amended Service Agreement
- Developer's Agreement
- Improvement Security Agreement

Solicitor Daly provided information concerning the proposed agreements.

Council discussed various issues and concerns with the proposed agreements.

Council requested the treasurer to contact the Concord Township Sewer Department to obtain information with regards to the borough taking on the sewer bills for the Hollow at Fox Valley Condo Association in Chester Heights and the Wawa store. Solicitor Daly will provide council with some revisions to some of the proposed agreements prior to the next council meeting.

ENGINEER REPORT	President Council reported that she received a written report from Borough engineer:
301 LLEWELYN ROAD	The asbestos removal has been completed. The next step is to firm up proposals that were previously obtained for demolition of the house, garage and pool. The engineer will solicit quotes and will get three proposals. Once the quotes are received, they will be presented to Borough Council for action.
HIGGINS REPORT	The engineer reported he will review the Annual Traffic Signal Inspection Report and will coordinate with the appropriate council member on how to proceed.
ARBOUR SQUARE	The engineer reported he received the cost of improvements from the Westrum and he has advised Westrum there will be required additions to the estimate for landscaping. The Improvement Security Agreement will require an approved cost of "public" improvement estimate.
PennDOT ISSUES	The engineer is awaiting a response from PennDOT whether any PennDOT approval is required for the placement of a digital speed advisory LED sign on Valleybrook Road. The engineer will also address overlapping concerns with Higgins Report and the recent discussions with PennDOT concerning alterations or improvements at the various signalized intersections in the Borough.
INSURANCE UPDATE	Councilwoman Driscoll reported to council that she has provided Information to the current insurance company and has contacted another insurance company that was recommended by the Pennsylvania Association of Boroughs to obtain comparative prices. The Worker's Company policy is due for renewal in February. The General Liability policy is due for renewal in March.
FINANCIAL REPORT	Mrs. Timmins provided council with three reports: <ul style="list-style-type: none"> <li>▪ 2016 Budget vs Actual</li> <li>▪ Escrow Land Development Account Updates</li> <li>▪ Inspectors Permit Fee Update</li> </ul>
ANNUAL INSPECTION	Council received an annual inspection report for the borough Traffic Signals. Councilwoman Driscoll will review of what items were included in the budget for the traffic lights.
<u>NEW BUSINESS</u>	President Clarke provided council with 2017 Initiatives.

Council discussed the various committees and time lines for prioritizing initiatives.

OLD BUSINESS

No report.

Additional Period for Public Comment

No response.

EXECUTIVE SESSION

President Clarke announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters of personnel. Council met in Executive Session at 8:55 p.m. until 9:15 p.m. No actions were taken.

ADJOURNMENT

Upon motion (Searl) council unanimously voted to adjourn the meeting at 9:15 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 4/20/2017

Respectfully submitted,  
Susan Timmins  
Secretary/Treasurer