

**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
Village of Valleybrook Clubhouse
265 Bishops Drive
Chester Heights, PA. 19017**

April 2, 2018

MEMBERS PRESENT

Drew Baum, President
Steve Coccozza, Vice President
Jordan Goldberg, Pro Tem
Stacey Smith, Mayor
Theresa Agostinelli
Philip Block, Ph.D.
Susan Clarke
Ginamarie Ellis

OFFICIALS PRESENT

Gerald C. Montella, Esq., Solicitor
Lawrence Ward, Roadmaster/EMC
Michael Ciocco, Fire Marshal

CALL TO ORDER

President Baum called the public meeting to order at 7:00 p.m. and led those in attendance in the reciting of the Pledge of Allegiance.

**PUBLIC TO ADDRESS
COUNCIL**

**MARTA DRISCOLL
458A LENNI ROAD**

Ms. Driscoll stated at the last Work Session she had asked council if there would be any revenue for the borough from the Wawa SEPTA Train Station. President Baum responded that he had a conversation with the tax collector and the SEPTA property in Chester Heights is tax exempt. Only a small portion of the platform is in Chester Heights, the majority of the SEPTA Train Station is in Middletown Township.

**STEVE RANDAZZO
20 ROLLING HEIGHTS**

Mr. Randazzo reported that a letter was sent to council on March 10th concerning the long term electrical restoration problems for the Rolling Heights Development. The frequency of power outages and the extreme length of time it takes PECO to repair damaged lines and restore power to the residents on Rolling Heights Land and Wilson Circle. President Baum reported that council did receive the letter from the residents of Rolling Heights. The letter was sent to Connie

Windsor at Senator Killion's office. The response from Senator Killion's office was that PECO has opened a Presidents Case (high priority) and is currently being investigated by the DelChester Engineering group to investigate the history of reliability of service for these Customers. The Engineering Group will be able to determine the history of outages and reliability for these Customers. President Baum reported that he lives off of Lenni Road and has experienced similar extended power outages. The new government liaison for Delaware County is Joe Blackburn and President Baum will contact him and forward his contact info to Mr. Randazzo.

JOHN RYAN
ROLLING HEIGHTS LANE
Mr. Ryan reported that he has experienced 6 times with PECO outages for 5 days. Mr. Ryan contacted PECO concerning his needs for a respirator and oxygen during the outages. PECO responded that that was not their responsibility. Mr. Ryan asked PECO if they could distribute dry ice.

GREG CHESTNUT
WILLITS WAY
Mr. Chestnut asked if PECO is doing an analysis for Rolling Heights could they include Rochford Estates.

APPROVAL OF MINUTES
Upon motion (Cocozza/Goldberg) council voted to approve the meeting minutes of the March 5, 2018 Regular Council Meeting.

Upon motion (Cocozza/Goldberg) council voted to approve the March 26, 2018 Work Session Minutes.

SECRETARY REPORT
No report.

TREASURER'S REPORT
MOTION
Upon motion (Block/Clarke) council voted to accept the receipts as submitted by the Secretary/Treasurer for March 2018.

MOTION
Upon motion (Ellis/Cocozza) council voted to accept the expenditures as submitted by the Secretary/Treasurer for March 2018. President Baum recommended holding payment for the current snow removal bills until there is a meeting with the snow removal contractor.

<i>Description</i>		<i>Source</i>
Real Estate Transfer Tax	\$ 4,826.63	Treasurer of Delaware County
Court Fines	\$ 100.00	District Court
1st Qtr	\$ 118.22	Berkheimer
Jan Collections	\$ 907.18	Maryann Furlong Tax Collector

Feb Collections	\$ 16,988.52	Maryann Furlong Tax Collector
U&O Inspection	\$ 90.00	116 Briarcliff Ct
U&O Inspection	\$ 90.00	6206 Lydia Hollow Dr
U&O Inspection	\$ 90.00	30 Ashley Ct
U&O Inspection	\$ 90.00	378 Radford Ct
Bldg Permit	\$ 785.00	249 Wawa Rd
HVAC Permit	\$ 155.00	272 Stanton Ct
HVAC Permit	\$ 155.00	4106 Lydia Hollow Dr
Fire Safety Inspections	\$ 575.00	PathWays
Bldg Permits	\$ 23,076.80	Brookefield
Reimburse/Beard	\$ 2,783.50	Beard Twnhs
Liquor License	\$ 200.00	Treasurer of PA
Tax Col Software Share	\$ 375.00	GVSD
Road Opening Permit	\$ 125.00	PECO
Fire Hydrant Reimbursement	\$ 181.50	Madison
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 52,111.65	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 1.25% 4/30/19	\$ 43,996.49	Iron Workers Bank
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 58,996.49	

General Fund Balance

Checking Acc 3/28/18 @ 1.3%	\$ 685,327.26
Checking Acc 3/30/18 @ 1.44%	\$ 7.54
Money Manager 1/30/18 @ 0.15%	\$ 9,466.25
Borough Road Improvement Fund	\$ 108,046.77
Total Funds in General Fund	\$ 802,847.82

Source

PLGIT GENERAL FUND
PLGIT GENERAL FUND
BMT Acct #2460
BMT Acct #5260

PA Liquid Fuels Fund Balance

Checking Account 3/28/18@ 1.3%	\$ 69,144.28	PLGIT Acct #5116038
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Fire Protection Fund

Fire Protect Fund Check 1/3018	\$ 18,940.20	BMT Acct #9579
Fire Protect Fund Savings 1/3018	\$ 10,004.65	BMT Acct #3005
	\$ 28,944.85	

Land Dev Escrow Fund Balance

Savings 3/28/18@ 1.3%	\$ 3,908.81	PLGIT Acct #5116041
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Expenditures

April Rent	\$ 1,500.00	Chester Heights Fire Company
2nd Qtr Contribution	\$ 7,500.00	Chester Heights Fire Company
General Liability Renewal	\$ 5,766.00	Arthur J. Gallagher & Co
Tax Collector Comp	\$ 313.94	Maryann D. Furlong

Reimb Del Co Tax Col Assoc	\$ 37.00	Maryann D. Furlong
Tax Col Mailings	\$ 260.02	TouchPoint
Storage Rental	\$ 180.20	Chester Heights Self Storage
General Matters	\$ 1,247.00	Gerald Montella, Esq.
301 Llewellyn Rd Reimburs	\$ 72.50	Gerald Montella, Esq.
Beard Reimburse	\$ 435.00	Gerald Montella, Esq.
Phone/Fire Marshal	\$ 99.84	Windstream
Bldg Permits	\$ 3,257.27	Richard Jensen
1st Qtr Stipend	\$ 185.00	Richard Jensen
Stream Clean Up/Sponsor	\$ 300.00	CRC Watersheds Assoc
Monthly Fee	\$ 45.00	Constant Contact
Legal Ad/Park Paving	\$ 251.49	21st Century
Recorder/Protect Plan	\$ 211.99	Best Buy
Recorder/Protect Plan	\$ 31.79	Best Buy
Playground Screening	\$ 500.00	Scott's Lawn Service
Playground Mulch	\$ 3,200.00	Scott's Lawn Service
Park Fertilizer	\$ 145.00	Scott's Lawn Service
Aerate Soccer Field	\$ 1,195.00	Scott's Lawn Service
Tree Removal Walnut Hill Blvd	\$ 500.00	Springfield Tree & Land
Tax RE Bills	\$ 134.68	County of Delaware
Easter Egg Supplies	\$ 11.38	Acme
Easter Egg Signage	\$ 1,400.00	The Country Press
Easter Egg Supplies	\$ 50.21	Target
Easter Egg Supplies	\$ 120.11	COSTCO
Easter Egg Supplies	\$ 11.57	Ginamarie Ellis
Easter Egg Hunt Pretzels	\$ 40.00	Drew Baum
Pretzels/SEPTA Open Hs	\$ 20.00	Drew Baum
Easter Egg Supplies	\$ 19.07	Walgreens
Office Supplies	\$ 8.47	Walgreens
Office Supplies	\$ 54.26	Office Basics
Mail Boxes	\$ 149.70	Office Basics
Office Supplies	\$ 30.50	Staples
Monthly Comp	\$ 833.33	Larry Ward
Web Hosting	\$ 29.99	justhost.com
Park Trash	\$ 70.55	Waste Management
Street Lighting	\$ 563.08	PECO
Traffic Lighting	\$ 19.95	PECO
Assistant	\$ 696.44	Valerie Hoxter
Book Purchase Reimburse	\$ 289.40	Michael Ciocco
Monthly Comp	\$ 500.00	Michael Ciocco
1st Qtr Stipend	\$ 185.00	Michael Ciocco
Office Supplies	\$ 52.99	Adobe
1st Qtr Payroll	\$ 508.49	PA Dept of Rev
1st Qtr Payroll	\$ 9.63	PA UC
941 Payroll	\$ 1,215.50	EFTPS
Sec/Treas Comp/Medical	\$ 3,863.84	Susan Timmins
Dig Notifications	\$ 53.25	PA 1 Call

Copier/Fax/Scanner	\$ 140.13	Ricoh USA
Meter Usage	\$ 13.40	Ricoh USA
3 Hydrants@ \$42.25 per Hydrant	\$ 156.80	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$ 1,306.80	Chester Water Authority
Total Expenditures	\$ 39,792.56	

<i>Liquid Fuels Expenditures</i>		
Snow Remov Invc#23866	\$ 1,397.50	Dan Kelly's Landscaping Inc
Snow Remov Invc#23904	\$ 3,065.00	Dan Kelly's Landscaping Inc
Snow Remov Invc#23923	\$ 10,240.00	Dan Kelly's Landscaping Inc
Snow Remov Invc#23944	\$ 11,845.00	Dan Kelly's Landscaping Inc
	\$ 26,547.50	
Fire Protect Fund Expenditures		Chester Heights Fire Co
Total Expenditures		

- CORRESPONDENCE Councilwoman Ellis reported on the following correspondence:
- A letter from PennDOT listing the roads that will be repaved this spring. Lenni Road is on the list to be repaved once Aqua has completed it work.
 - A letter from PECO thanking the borough for working together to restore service and repair communities damaged by the winter storms.
 - A letter from Delaware Valley Regional Planning Commission concerning the FY 2019 Transportation and Community Development Initiative Program Guidelines.
 - A publication from Delaware County Planning Department on "Central Places" in Delaware County for a Model Zoning Ordinance.
 - A letter from Shred 1 ONE to schedule 2018 Community Shredding Event.
 - A Spring 2018 Events Calendar from Natural Lands Trust.

BUILDING INSPECTOR No report

FIRE MARSHAL Mr. Ciocco reported that there were 8 fire related incidents in March, mostly related to false alarms.

ROADMASTER/EMC Mr. Ward reported that he will discuss the snow removal invoices with Dan Kelly.

SEO No report.

ZONING OFFICER No report.

SOLICITOR REPORT Solicitor Montella provided an update on 301 Llewellyn Road.

The tires have been removed and his is waiting on a second quote for blocking the entrance to the property. Mr. Rohana in discussion with the property owner and he is receptive to resolving this problem.

PARK PAVING

Solicitor Montella reported that the Park Paving Bids have been opened and reviewed. The engineer recommends John A. DiRocco, the lowest responsible bidder. Solicitor Montella asked for a motion to award the Park Paving Contract to John A. DiRocco in the amount of \$21,814.70 and to allow the engineer to process with the contract documentation.

MOTION

Upon motion (Cocozza/Ellis) council voted to award the Park Paving Contract to John A. DiRocco for \$21,812.70 and to allow the engineer to process with the contract documentation.

DEVELOPERS
AGREEMENT

Solicitor Montella has prepared various developers agreements for the Beard Townhouse Land Development. The agreements have been sent to the engineer for review.

MAYOR'S REPORT

No report.

SCHOOL DIST/EDU/
TRAIN/LIBRARY

Ms. Bierne reported that the Special Ed Director is retiring.

FINANCE/INSURANCE

Vice President Cocozza reported the 2017 Annual Audit and Financial Report was delivered to the office and will be reviewed at the Work Session.

NOMINATING/
VACANCY

No report.

COMMUNICATIONS/
PUBLIC RELATIONS/

Councilwoman Ellis the website design is about 85% complete. There are 70 post on the Borough Facebook and 142 new followers, a reach of 21,000 people. 20 new people signed up for Constant Contact. Approximately 70 Easter Bunny Photos have been emailed out.

PUBLIC SAFETY/
ENVIRONMENTAL

No report.

HIGHWAY/
TRANSPORTATION

No report.

PLANNING/ZONING

President Baum reported that the One Smithbridge LLC Land Development was approved at the last Planning Commission Meeting.

HISTORICAL	Mayor Smith reported that Pat Smith with the Camp Meeting contacted her and would like meet to discuss borough history. Councilwoman Ellis reported that she met with the president of the Friends of Old St. Thomas to discuss providing some of that history to the Historical Committee.
PUBLIC UTILITIES/ TRASH/RECYCLE	Vice President Goldberg reported that there is a Committee meeting scheduled for Monday night to discuss Recycling Day.
BOROUGH PROPERTY/ PARKS	Councilwoman Agostinelli reported that the budget for the Easter Egg Hunt was \$3,200.00. To date \$2,217.05 was spent. Councilwoman Agostinelli is looking into a Pet Waste Station, pricing ranges from \$100.00 to \$300.00. Mayor Smith reported that the Memorial Day Ceremony is scheduled for May28th.
ENGINEER/CONSTR/	Councilwoman Clarke reported that Brookfield has 33 units sold. The Beard Land Developers Agreements are being reviewed by the Solicitor and the Engineer. President Baum reported that he was informed by the site inspector for 446 LeNape Developers that 6 homes have been sold.
INSPECTION	No report.
ORDINANCE/CODE REVIEW	No report.
<u>OLD BUSINESS</u>	No report.
<u>NEW BUSINESS</u>	Councilwoman Agostinelli presented council with a proclamation from the Office of Delaware County Behavioral Health on behalf of County Council to declare May 7 th – 13 th as Children’s Mental Health Awareness Week. The theme being partnering for health and hope following trauma and to bring awareness of resources that available.
MOTION	Upon motion (Clarke/Goldberg) council voted to approve the Children’s Mental Health Awareness Week Proclamation.
<u>PUBLIC COMMENT</u> ERIN LEDDY 18 BISHOPS DR	Ms. Leddy asked what action plan will be available with this proclamation. Councilwoman Agostinelli reported that the County will be adopting this proclamation and will have many resources available.
SAM IANUCCI FIRE COMPANY	Mr.Ianucci asked council to be aware of keeping parking spaces available for the firefighters and to keep cars away from the fire truck lanes. Council discussed various options.

ADJOURNMENT

Upon motion (Block/Ellis) council unanimously voted to adjourn the meeting at 7:56 p.m.

Land Development Dates

1. **S. B. Conrad/CH Market** - Submitted Plans 2/18/10, Reviewed Planning Commission 3/25/10 - Extension 6/03/2018

Respectfully submitted,
Susan M. Timmins
Secretary/Treasurer