

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

March 4, 2019

MEMBERS PRESENT	Drew Baum, President Steve Coccozza, Vice President Stacey Smith, Mayor Philip Block, Ph. D. Ginamarie Ellis Theresa Agostinelli Susan Clarke
OFFICIALS PRESENT	Gerald C. Montella, Esq., Solicitor
ANNOUNCEMENT	President Baum would like to announce the passing of Mrs. Theresa Cassidy Albany. She passed away on February 22, 2019 at the age of 91. She was a lifelong Chester Heights resident and the mother of former Mayor John Albany.
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.
<u>PUBLIC HEARING</u>	<u>Public Hearing/Consideration of Nuisance Regulations for Property Maintenance-</u> Solicitor Montella opened the Public Hearing and stated the purpose of the Public Hearing is to consider the adoption of the Borough Nuisance Regulations Number 211.
PUBLIC HEARING COURT TRANSCRIPT	Please refer to the Public Hearing Court Transcript.
ADJOURNMENT	Solicitor Montella closed the Public Hearing at 7:58 p.m.
<u>PUBLIC COMMENT</u>	No comment.
APPROVAL OF MINUTES	Upon motion (Clarke/Agostinelli) council voted to approve the meeting minutes of the February 4, 2019 Regular Council Meeting. Upon motion (Clarke/Ellis) council voted to approve the meeting minutes of the February 25, 2019 Work Session Minutes.

SECRETARY REPORT
TREASURER'S REPORT

Receipts

Real Estate Transfer Tax	\$ 15,509.51	Treasurer of Delaware County
4th Qtr LST	\$ 16,604.67	Berkheimer
Court Fines	\$15.88	Treasurer of Delaware County
Tax Col Software/Half	\$ 425.00	Garnet Valley Sch District
4th Qtr Franchise Fees	\$ 8,924.94	Verizon
U&O Inspection	\$ 90.00	15 Bonnie Lane
U&O Inspection	\$ 90.00	4 Thistle Lane
Reimburse/Bldg Inspt Mtg	\$ 262.50	Rouse Chamberlein
HVAC Permit	\$ 155.00	9 Heather Lane
Reimburse/Engineer Invc	\$ 655.00	26 Ivy Mills Road
Fire Hydrant Reimbursement	\$ 181.00	Madison Apartments
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 43,312.80	

Fund Balances,

Certificates of Deposit Balance		
CD, 12 Month, @ 1.25% 9/30/2019	\$ 44,530.38	Iron Workers Bank
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 59,530.38	

General Fund Balance

Checking Acc 02/28/2019 @ 2.23%	\$ 843,064.96	Source PLGIT GENERAL FUND
Checking Acc 02/28/2019 @ 2.37%	\$ 7.66	PLGIT GENERAL FUND
Money Manager 02/28/2019 @ 0.15%	\$ 9,470.57	BMT Acct #2460
Road Improv Fund 02/28/2019 @ 0.05%	\$ 108,127.61	BMT Acct #5260
Total Funds in General Fund	\$ 960,670.80	

PA Liquid Fuels Fund Balance

Checking Account 02/28/2019 @ 2.21%	\$ 101,873.57	PLGIT Acct #5116038
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Open Space Fund Balance

PLGIT/ I -Class 02/28/2019 @ 2.37%	\$ 25,264.69	PLGIT Acct #5116056
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Fire Protection Fund Balance

Fire Protect Fund Check 02/28/2019	\$ 42,825.00	BMT Acct #9579
Fire Protect Fund Savings 02/28/2019	\$ 10,009.22	BMT Acct #3005
	\$ 52,834.22	

Expenditures

Snow Removal Invc #25929	\$ 3,300.00	Dan Kelly's Landscaping
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Snow Removal Invc #25966	\$	2,685.00	Dan Kelly's Landscaping
Snow Removal Invc #25990	\$	3,790.00	Dan Kelly's Landscaping
Snow Removal Invc #26030	\$	4,280.00	Dan Kelly's Landscaping
Snow Removal Invc #26010	\$	6,855.00	Dan Kelly's Landscaping
Snow Removal Invc #26050	\$	7,290.00	Dan Kelly's Landscaping
Tax Collector Audit	\$	2,800.00	Leitzell & Economidis
Annual Workers Comp Policy	\$	9,966.00	Arthur J Gallagher Risk Manag
Munc Sponsor Stream Clean-Up	\$	300.00	CRC Watershed Assoc
March Rent	\$	1,500.00	Chester Heights Fire Company
Storage Rental	\$	207.76	Chester Heights Self Storage
Appraisal Strine Property	\$	1,800.00	O'Donnell Appraisal Assoc
SEO/240 Wawa Rd Invc #58464	\$	244.00	Catania Engineering Assoc, Inc
SEO/Smithbrdg Invc #58466	\$	427.00	Catania Engineering Assoc, Inc
SEO/24 Ivy Mills Invc #58467	\$	122.00	Catania Engineering Assoc, Inc
SEO/156 Logtown Invc #58465	\$	274.50	Catania Engineering Assoc, Inc
Annual Maintenance Contract	\$	680.00	Charles A. Higgins & Sons, Inc.
Wilson Cir Stop Sign	\$	221.60	Charles A. Higgins & Sons, Inc.
Office Cleaning	\$	80.00	Brenda Martin Cleaning Services
General Matters	\$	1,899.50	Gerald Montella, Esq.
Reimburse/Beard	\$	14.50	Gerald Montella, Esq.
Phone/Borough/Fire Marshal	\$	107.10	Windstream
Various Bldg Permits	\$	4,111.27	Richard Jensen
1st Qtr Stipend	\$	165.05	Richard Jensen
Monthly Comp	\$	1,088.24	Larry Ward
PSAB Website	\$	15.00	PSAB
Membership Renewal	\$	25.00	PSAB
PECO TL	\$	39.11	PECO
PECO SL	\$	320.84	PECO
Admin Assist	\$	1,346.22	Megan Killian
Monthly Fee	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
Park Trash	\$	78.28	Waste Management
Monthly Comp	\$	713.76	Michael Ciocco
1st Qtr Stipend	\$	165.05	Michael Ciocco
Office Supplies	\$	63.79	Office Basics
Office Supplies	\$	90.42	Office Basics
Tax Mailing	\$	338.03	Touchpoint Customer Com
Postage	\$	22.00	Chester Heights Post Office
941 Payroll	\$	1,714.46	EFTPS
Sec/Treas Compensation	\$	3,863.84	Susan Timmins
Meter Usage	\$	23.85	Graffen
Meter Usage	\$	44.52	Graffen
Copier/Scanner	\$	161.42	De Lage Landen

Notifications	\$	27.30	PA 1 Call
3 Hydrants@ \$42.25 per Hydrant	\$	126.63	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$	1,306.80	Chester Water Authority
Total Expenditures	\$	64,796.01	

PA Liquid Fuels Fund Expenditures

Total Expenditures

\$ -

Fire Protect Fund Expenditures

Borough Contribution

\$ -

Chester Heights Fire Co

Upon motion (Cocozza/Agostinelli) council voted to accept the receipts expenditures as submitted by the Secretary/Treasurer for February 2019.

COMMUNICATIONS

Councilwoman Ellis reported on the following:

- Received a letter from PECO on February 1, 2019 with information on who to call for natural gas emergencies, call before you dig number and the regional gas transmission line information. Councilwoman Ellis will post the information on the Borough's Facebook Page.
- Received a letter from Chester Heights Neighbor's Alliance that they are doing their 2nd road clean up on Saturday March 30, 2019 from 9am-Noon. They are looking for volunteers.

FIRE MARSHAL

Mike Ciocco reported on the following:

- There were 6 fire related incidents for the month of February.
- Flames coming from a chimney at 105 Coventry Lane.
- Burning odor from a misplaced piece of plastic in the dishwasher causing it to melt on the heating element.
- Met with Wawa regarding 240 Wawa Road. Concerns regarding the project on the property including emergency vehicles entering the property.

ROADMASTER/EMC

Mr. Ward reported on the following:

- Informed council that PECO will be sending out letters regarding tree trimming.

- Still trying to get Penn Dot to approve the digital speed limit sign at 101 Valleybrook Road.

SOLICITOR'S REPORT

Ratify the Letter of Credit Release for Hamanasset at Darlington, LLC-

Upon motion (Ellis/Block) council voted to release the letter of credit for Hamanasset at Darlington, LLC.

MAYOR'S REPORT

No report.

SCHOOL DIST/EDU/
TRAIN/LIBRARY

Mary Kay Beirne reported that the Spring Musical starts this week. Annie will be playing the 7th, 8th and 9th at 7:30pm and on the 9th there will be a 9pm show.

FINANCE/INSURANCE

Vice President Coccozza reported that the Annual State Liquid Fuels Audit was conducted and completed on February 17, 2019. In addition, the Borough received a deposit regarding Liquid Fuels from the state on March 1, 2019 totaling \$58,531.66.

FINANCE
SUB COMMITTEE/
FIRE CO. FINANCES

Councilman Block reported to council that on February 13, 2019 the Fire Department Finance Committee which consists of Philip Block, Drew Baum, Steve Coccozza, Sam Iannucci and Larry Ward met to discuss the Quarterly Review. Councilman Block stated that there will not be a quarterly payment from the Fire Protection Fund.

NOMINATING/VACANCY

Councilwoman Agostinelli reported that there were interviews held on February 20th and 21st for the two open spots on Planning Commission.

President Chris Leiser and Vice President John Lesky recommended the following nominations:

- Greg Homan to fill the vacated position by Drew Baum

MOTION

Upon motion (Coccozza/Clarke) voted to approve the appointment of Greg Homan to fill the Planning Commission position vacated by Drew Baum. (Philip Block abstained)

- David Clarke to fill the vacated position by Ellen Fox

MOTION

Upon motion (Coccozza/Block) voted to approve the appointment of David Clarke to fill the Planning Commission position vacated by Ellen Fox. (Susan Clarke abstained)

COMMUNICATIONS	Councilwoman Ellis reported that the newsletter content has been submitted and currently awaiting the draft. The newsletter is scheduled to go out on time.
PLANNING/ZONING	No report.
HISTORICAL	No report.
PUBLIC SAFETY	No report.
PUBLIC UTILITIES/ TRASH/RECYCLE	No report.
 BOROUGH PROPERTY/ PARKS/OPEN SPACE	 Councilwoman Agostinelli reported that the Easter Egg Hunt is scheduled for April 14, 2019 with a rain date of April 20, 2019.
ENGINEERING/ CONSTRUCTION/ INSPECTIONS	Councilwoman Clarke reported on the following: <ul style="list-style-type: none"> ▪ Few more units sold at Brookfield ▪ Up to 9 sales at Lenape Valley
ORDINANCE/ CODE REVIEW	Council's Consideration of Nuisance Regulations for Property Maintenance- <p>Councilman Block wanted to thank the public on their comments recommending not moving forward on any vote on any ordinance at tonight's meeting. Councilman Block stated he will look at those comments and work with the Borough Solicitor and bring the suggested edits to council for further discussion.</p>
OLD BUSINESS	No report.
NEW BUSINESS	Councilwoman Agostinelli reported that Chris Quinn is hosting a World Water Day at the Glen Mills School. March is Safe Water Month. More information to be put on the Borough website.
<u>PUBLIC COMMENT</u>	
MARY KAY BEIRNE 13 BISHOPS DRIVE	Mrs. Beirne asked Councilwoman Clarke how many total homes are at Lenape Valley. Councilwoman Clarke responded that there are a total of 15 homes at Lenape Valley.
GLORIANN ELLIS LOGTOWN ROAD	Mrs. Ellis stated that Toll Brothers has signs in Chester Heights advertising Franklin Station. Mrs. Ellis asked what Franklin Station is and where is it going. Councilwoman Ellis stated that

Franklin Station are townhouses and it is going on the old Franklin Mint property.

MARTA DRISCOLL
458A LENNI ROAD

Mrs. Driscoll asked the status of the Wawa Blossom Hill project. President Baum reported that is it still in the planning stage.

ADJOURNMENT

Upon motion (Block/Agostinelli) council unanimously voted to adjourn the meeting at 8:26 p.m.

Land Development Dates

31 Smithbridge Road/ S.B. Conrad – Submitted Plans 9/18/18, Reviewed Planning Commission 10/29/18 Extension – April 16, 2019

240 Wawa Road – Submitted Plans 1/31/19, Reviewed Planning Commission 2/28/19 Extension – May 30, 2019

Respectfully Submitted,
Megan Killian
Recording Secretary