

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

**September 23, 2019**

MEMBERS PRESENT	Drew Baum, President Steve Coccozza, Vice President Theresa Agostinelli Susan Clarke Ginamarie Ellis
OFFICIALS PRESENT	Gerald C. Montella, Esq., Solicitor Matthew Houtmann, P.E.
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 COMMENT</u>	No comment.
SEWER MAPPING PROPOSAL	Mr. Ciocco, P.E., S.E.O presented council with a proposal for a Borough Sewer Mapping Update. The proposal would include the preparation of a new Borough mapping based upon County Parcel Data, denoting general planning areas of public sanitary sewer, private sanitary sewer, private sanitary sewer treatment facilities, and areas serviced by septic systems. This task also includes the preparation of a Sewage Facilities Narrative for the Borough, which would describe the areas listed above and identify any current or future opportunities for public sanitary sewer connection.
GRANT AWARD	Councilwoman Agostinelli reported that Chester Heights Borough received a State Grant in the amount of \$100,000.00 for Open Space for the Hamanassett Creek Park.
RAILROAD TIES REPLACEMENT	Councilwoman Agostinelli presented council with a proposal in the amount of \$2,128.00 from Scott's Lawn Service to remove and replace the damaged railroad ties at the Community Park.
WINTER MAINTENANCE CONTRACT	Solicitor Montella requested council to authorize him to prepare and publish the 2019/2020 Winter Maintenance Contract.
MOTION	Upon motion (Ellis/Coccozza) council voted to authorize the solicitor to prepare and publish the 2019/2020 Winter Maintenance Contract.
MS4 Update	Mr. Houtmann provided an update for the MS4 Program requirements. The borough is in year 2 for the MS4 Program.

2020 MS4 requirements will need to focus on design and analysis for the Storm Sewer Shed. There will be a need to reach out to the HOA's in the borough for further sediment reduction. The 2020 Budget will need to reflect additional cost for MS4 requirements.

#### RESOLUTIONS

Vice President Coccozza presented council with information to establish a Resolution concerning a policy that would require all invoices to be submitted by the Wednesday prior to the monthly Regular Council Meetings. Council further discussed this issue. Solicitor Montella will draft a resolution to establish this policy.

#### 2020 BUDGET REQUEST

Vice President Coccozza informed council that in preparation for the 2020 Budget he request that committee chairs, the engineers, the Roadmaster/EMC, the Fire Marshal, Inspectors, submit their 202 Budget requests by the October 7<sup>th</sup> Regular Council Meeting.

#### NEW BUSINESS

President Baum reported that he received information from Councilwoman Ellis regarding cost associated with police coverage, \$300.00 per person for a borough police force and \$25.00 per person State Police coverage. President Baum recommended having a subcommittee under the Public Safety Committee.

#### PUBLIC COMMENT

MARTA DRISCOLL  
458A LENNI ROAD

Mrs. Driscoll reported that at the September meeting she asked if the \$1,450.00 invoice discrepancy in the June Treasurer's Report will be approved. Vice President Coccozza replied that they can address this issue at the October 7, 2019 Meeting. Councilwoman Clarke will email everyone the changes to the August 5, 2019 Council Meeting for consideration to amend the meeting minutes.

#### EXECUTIVE SESSION

President Baum announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters regarding personnel. Council met in Executive Session at 7:35 pm and ended at 7:39pm.

#### OFFICE ASSISTANT

Upon motion (Coccozza/Ellis) council voted to appoint Darlene Kurten as the new office assistant.

#### ADJOURNMENT

Upon motion (Ellis/Agostinelli) council unanimously voted to adjourn the meeting at 7:40 pm.

**Land Development Dates-** S. B. Conrad/31 Smithbridge - Submitted Plans 12/18/18,  
Reviewed Planning Commission 10/25/10 Extension – October  
15, 2019

Respectfully Submitted,

Darlene Kurten  
Recording Secretary