



**BOROUGH OF CHESTER HEIGHTS**

53 W Baltimore Pike 2<sup>nd</sup> floor

P. O. Box 658

Chester Heights, PA 19017

**Regular Council Meeting Agenda**

**December 4, 2023**

1. Moment of Silence | Pledge of Allegiance
2. Roll Call
3. Open 2024 Budget Hearing | Solicitor
4. Public Hearing for the purpose of Council's Consideration of the adoption for the 2024 Budgets
  - Chester Heights 2024 General Fund Budget
  - Chester Heights 2024 Liquid Fuels Budget
  - Chester Heights 2024 Fire Protection Budget
  - Chester Heights 2024 American Rescue Plan Budget
5. ADJOURNMENT OF BUDGET HEARING | SOLICITOR
6. Public Comment:
7. Approval of the Meeting Minutes – November 6, 2023 & November 20, 2023
8. Approval of Cash Disbursements November 7, 2023 through December 4, 2023
9. RATIFY MOTION 2024 Meeting Dates
10. RATIFY MOTION – Authorization to advertise 2024 Meeting Dates and Re-Organization Meeting
11. Correspondence
  - ❖ State Police Report
  - ❖ Multiple Pieces of Borough Correspondence
12. Inspector's Reports
  - Building Inspector
  - Fire Marshal
  - Sewage Enforcement
  - EMC | Road Master
  - Zoning
13. Solicitor's Report
  - ❖ RATIFY MOTION – 8 Smithbridge Road: Application for unified commercial development under section 185.74
  - ❖ RATIFY MOTION – 2023-2024 Winter Services Contract awarded to MOR Construction a 1 (one) year contract
  - ❖ CONSIDER MOTION - Draft 2023-2024 Winter Services Contract
14. Engineer's Report
  - ❖ RATIFY MOTION - Old Quarry Knoll – Escrow Release #2 in the amount of \$36,297.54
  - ❖ CONSIDER MOTION - Walking Trail Bridge
  - ❖ CONSIDER MOTION – Garnet Reserve – Escrow Release #3
  - ❖ Brookefield Dedication Up-Date
  - ❖ CONSIDER MOTION - Eagle Contracting for Inlet Repair at 14 Highland Drive

## 15. Mayor's Report

## 16. Committee Reports

- **School District/Education/Training/Library**  
Chair Marta Driscoll, Members Clarke, Miller, Chestnut
- **Finance/Insurance**
  - Consideration of Council to adopt the 2024 Budgets
    - General Fund
    - Liquid Fuels
    - Fire Protection
    - ARPA
      - ❖ Consideration to be Adopted after the 2024 BUDGET APPROVALS  
Resolution #2023-12.A Fixing the Tax Rate for 2024
- **Fire Company Finance subcommittee**  
Chair Drew Baum, Member Lim
- **Nominating Vacancy**  
Chair Bob Adams, Member Baum
- **Communications/Public Relations**  
Chair Ginamarie Ellis, Members Lim, Sacks
- **Mayor's Event Committee**  
Chair Ginamarie Ellis, Members Anderson, Sacks
  - ❖ Update – Pictures with Santa
- **Historical Committee**  
Chair Susan Timmins, Members Anderson, Ieradi, Searl
- **Planning/Zoning**  
Chair Susan Clarke, Members Adams, Baum
- **Engineering/Construction/Inspections**  
Chair Susan Clarke, Members Adams, Baum
- **Ordinance/Code Review**  
Chair Susan Clarke, Members Baum, Driscoll, Ellis
- **Public Safety/Environmental**  
Chair Bob Adams, Members Baum, Sacks
- **Borough Property/Parks/Open Space**  
Chair Drew Baum, Members Lim, Sacks
- **Highways/Transportation**  
Chair Robert Sacks, Member Ward
- **Public Utilities/Trash/Recycling**  
Chair Laura M. Lim, Members Anderson, Driscoll, Ellis

## 17. Old Business:

- ❖ Maryann Furlong: "Final Report – Municipal Managerial Consultant"
- ❖ CONSIDER MOTION – To Close office to the Public on Fridays in the month December

## 18. New Business:

- ❖ CONSIDER MOTION – To authorize advertisement for two (2) vacancies on the Planning Commission and two (2) vacancies on the Zoning Hearing Board
- ❖ Catania Engineering: Engagement Letter, hourly rates, total fees collected for those properties, total of all invoices billed hourly, proposed payment schedule for current invoice from Catania
- ❖ Rental Fire Inspections: Per the code we are supposed to inspect all rental properties every 2 years.

Madison – due for inspections to start in 2024

Contact Village of Valleybrook for Rental Properties

Contact Darlington Woods Management for Rental Properties

Please advise the HOA that the [Borough of Chester Heights Fire Prevention Code Section 97-22](#) requires rental properties to be inspected every two years. To comply with the law the borough is compiling a list of borough rental properties at this time to assess the workload for the 2024 calendar year.

19. Additional period for Public Comment – Please state your name and address

20. ADJOURNMENT

**Land Development Dates:**

**Land Development Dates:8 Smithbridge**, Plans submitted - October 3, 2022, Planning Commission Review - October 27, 2022, Extended on January 23, 2023, until April 23, 2023, extended until October 20, 2023, **EXTENSION Until January 18, 2024.**