



BOROUGH OF CHESTER HEIGHTS

53 W Baltimore Pike 2nd floor

P. O. Box 658

Chester Heights, PA 19017

Work Session Meeting Minutes

April 1, 2024, at 7:00 pm

Call to Order President Driscoll called the meeting to order at 7:00 PM and led all those in attendance in the reciting the Pledge of Allegiance.

Roll Call Marta Driscoll, President
Natalie Young, Vice President
Jeanne Montgomery, Pro Tem
Natalie Anderson, Councilmember
Timothy Hudak, Councilmember
Anne Searl, Councilmember

Officials Present Alex Baumler, Esq., Solicitor
Michael Kissinger, P.E., Engineer

Public Comment:
Bernie Miller – Concerns about an accident that happened on his property.
Thomas Tropa

Approval of Meeting Minutes:

March 4, 2024, Regular Council Meeting Minutes

MOTION Upon Motion, Council (Young | Anderson) voted and approved the March 4, 2024, Regular Council Meeting Minutes.

March 18, 2024, Work Session Meeting Minutes

MOTION Upon Motion, Council (Young | Searl) voted and approved the March 18, 2024, Work Session Meeting Minutes.

Approval of Cash Disbursements: March 5, 2024, through April 1, 2024:

General Fund: Amount \$38,834.84

MOTION Upon Motion, Council (Hudak | Young) voted and approved the General Fund in the Amount of \$38,834.84.



Liquid Fuels Fund: Amount \$1,057.85

MOTION Upon Motion, Council (Young | Hudak) voted and approved the Liquid Fuels Fund in Amount of \$1,057.85.

Correspondence: Reminder: Statements of Financial Interests are due by May 31, 2024.
Resident concern came in and was resolved, concerning a sale of a vehicle.
Madison has cleaned up the area where unknown people keep dumping mattresses etc.
Llewellyn Road mattress and debris was cleaning up.

Engineer's Report: Continuing work with 479 Valleybrook Road and 8 Smithbridge Road with ongoing sewer inspections. CO inspections with Old Quarry Knoll.
Sewer Grants: Most of the information has been received, still waiting for previous Engineer to wrap up some information.

Fire Marshal Report: Fire Inspection Letters have been sent out with a 20 day comply. So far 50% of letters have been returned to the Borough. Letters for commercial properties will be sent out this week.

Roadmaster's Report: Roadmaster Ward is working on getting a quote for two (2) potholes in the Borough one on Walnut Hill Blvd and the other on Mattson Road bridge.
PA 1 calls have been cleared.

Mayor's Report: Mayor Ellis reported the Mayors report will be done monthly at the Regular Council Meetings. Expressed concerns regarding the Fire Inspections. Congratulations to the Fire Company Members who studied for and took the Fire Code Inspectors test and passed. The accomplishment worthy of praise. Mayors' report was focused on the new inspection requirements and possibly including the BCO and a maintenance inspection for the future. Council discussed.

COMMITTEE REPORTS:

Finance & Administration – Chair Driscoll

Consider Motion to replace office desktop – hard drive failing per IT.

MOTION Upon Motion, Council (Montgomery | Anderson) voted and approved the purchase of (one) 1 computer tower in the amount of \$750.00, and not to exceed \$250.00 for a computer monitor.



Engagement Letters Barbacane Thornton Company – Through discussion Council decided to review the proposed Engagement Letters further and to Consider a Motion at the Work Session Meeting on April 15, 2024.

Part-Time Administrative Assistant – Christiana Barbour

MOTION

Upon Motion, Council (Hudak | Searl) voted and approved the new hire of Christiana Barbour as the new Part-Time Administrative Assistant for the Borough of Chester Heights.

Certified Fire Inspectors – Consider Assistant Inspectors to hire to assist the Fire Marshal in an As Needed | Part-Time | On Call position – subjected to clearance’s.
Rob Hazlett Larry Ward Austin Turner Cameron Hazlett

MOTION

Upon Motion, Council (Hudak | Young) voted and approved the hiring of four (4) Certified Fire Inspectors to assist the Fire Marshal on the yearly Fire Inspections as an As Needed | Part-Time | On Call position subjected to clearance’s.

Personnel Manual Update: Waiting for Solicitor Baumler to review and will present at the Work Session Meeting on April 15, 2024.

Community Engagement – Chair Montgomery

Library – Debbie Miller:

Preparation for the prom – “Get Ready For The Prom” receiving donations, the students can start coming in and see what is available. The library is accepting donations for the Food Pantry that will be open until May 27th. There are two (2) book clubs they meet on the 17th one at 2:00pm & 6:00pm. Also, a Solar Astronomy on Saturday from 12:00 to 3:00pm.

Easter Egg Hunt – This was a big success this year – due to weather conditions this was held inside the Borough office. Pro Tem Montgomery would like to say Thank you to everyone who volunteered and showed up to help.

Senior Scam Event – This will be May 2nd with a State Trooper, please register.

Memorial Day – preparations for an upcoming event are being made.

Committee Meeting on April 8th for Community Engagement.

Traffic Safety is going to be Tuesday, April 16th @ 6:30pm, Delaware County Division Zero Team.



Public Safety – Chair Hudak

Chester Heights Fire Company – Month of March 2024 – 20 Calls

- 7 – Building Responses 5 – Automatic Fire Alarms
- 4 – Wires 3 – Carbon Monoxide Incidents
- 1 – Gas Leak

10 Calls in Chester Heights, 10 Calls in the local area

- 4/4 – Company Meeting and Work Night
- 4/11 – PA State Engine Company Operations Class
- 4/18 – PA State Engine Company Operations Class
- 4/27 – LIVE BURN DRILL – West Chester – Leave 7:30

State Police Report – March 2024

Incident Type	March 2023	March 2024	% Change
Crashes	4	2	50%
DUI Arrests	0	0	---
Traffic Stops	14	16	14%

Incident Type	March 2023	March 2024	% Charge
Burglary	0	1	---
Crim. Mischief	1	0	100%
Theft	3	3	0%
Retail Theft	1	0	100%
Theft - Fraud	0	1	---
Domestic Vio.	3	0	100%

Infrastructure | Public Works – Chair Young

Lenni Quiet Zone Update: Feasibility Study update will be sent shortly or they won't be doing it and they are considering other options.

MOU for Community Park – St. Thomas

Solicitor Baumler prepared a draft MOU for Councils review and with a few updates we can send this to St. Thomas to sign.

MOTION

Upon Motion, Council (Hudak | Searl) voted and approved the draft MOU for St. Thomas to use the soccer field at the Chester Heights Community Park.

Old Business: No Report

New Business: No Report



Additional Period for Public Comment:

Angie Hartg - 321 Llewellyn Rd – Concerns about hiring additional Fire Inspectors.

Eileen Lehmann – Darlington Woods - Question about tax check not being cashed.
Concerns about rule of law and government.

Thayer Schroeder - 200 Wawa Road – Concerns about Fire Inspections and disbursements of funds collected.

Desiree Phillips – 320 Valleybrook Road – Glass on Valleybrook & Smithbridge Roads, request clean up.

Fire Marshal – Sam Iannucci – Concerns about the conflict revolving around the Fire Inspections.

President of Council – Marta Driscoll – Acknowledged the comments made to the Fire Marshal, Fire Company and residents and made formal apology on Council's behalf.

ADJOURNMENT Upon Motion, Council (Searl | Hudak) voted and unanimously adjourned the Regular Council Meeting at 8:30 pm.

Land Development Dates:

479. Valleybrook Road: Plans Received 01.02.2024, Plans reviewed 01.25.2024, Revised Plans received 02.08.2024,
DCPC Ltr Received 02.20.2024, Extension Letter 06.01.2024.

Respectfully Submitted,
Darlene Kurten
Secretary

