



BOROUGH OF CHESTER HEIGHTS

53 W Baltimore Pike 2nd floor
P. O. Box 658
Chester Heights, PA 19017

REGULAR COUNCIL MEETING MINUTES

April 3, 2023

Call to Order President Baum called the public meeting to order at 7:07pm and led those in attendance in the reciting of the Pledge of Allegiance.

Members Present Drew Baum, President
Laura M. Lim, Vice President
Natalie Anderson, Pro Tem
Susan Clarke, Councilmember
Marta Driscoll, Councilmember
Robert Sacks, Sr. Councilmember
Ginamarie Ellis, Mayor

Officials Present Gerald C. Montella, Esq., Solicitor
Matthew R. Houtmann, P.E., Engineer

Executive Session President Baum announced in accordance with Act 84 - the Sunshine Law, that Council met in Executive Session from 6:00pm – 6:33pm to discuss matters regarding possible acquisition of the Powell Property located along Valleybrook Road and from 6:35pm-7:05pm to discuss Performance Evaluation of Staff.

No motion was made after executive session.

Public Comment:

Eileen Lehmann – address provided – inquired about sewage EDU’s and limits.
Mr. Houtmann responded on reviewing agencies and initial reviews regarding EDU’s.

Approval of March Meeting Minutes

March 6, 2023, Regular Council Meeting Minutes

MOTION Upon Motion, Council (Lim, Sacks) voted and unanimously approved the March 6, 2023, Regular Council Meeting Minutes.

March 20, 2023 Work Session Meeting Minutes

MOTION Upon Motion, Council (Anderson, Lim) voted and unanimously approved the March 20, 2023, Work Session Meeting Minutes.

Approval of General Fund and Liquid Fuels, March 7, 2023 – April 3, 2023

Cash Disbursements

General Fund \$ 63,500.38

Paperwork emailed to Council prior to the meeting included \$60,647.30 in cash disbursements for the General Fund. Two additional invoices were clarified and added which adjusted the total cash disbursements to \$63,500.38.

MOTION Upon Motion, Council (Baum, Anderson) voted and unanimously approved cash disbursements in the amount of \$63,500.38 for the General Fund from March 7, 2023 – April 3, 2023.

Liquid Fuels Fund \$ 1,048.60

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved cash disbursements in the amount of \$ 1,048.60 for the Liquid Fuels Fund from March 7, 2023 – April 3, 2023.

No Fire Protection Funds or ARPA Funds were dispersed. Balance sheets were provided.

Correspondence

Mayor Ellis

- State Police Report – no March State Police report at this time. Email correspondence that Concord Township has reported several thefts: firearms, laptops, and reports of cars being vandalized while parents are picking up children.
- Resident correspondence/Local correspondence
 - Delaware County Veteran's Memorial request for a time capsule specific to Veterans. Councilmember Lim suggested a list of Chester Heights' past or current residents that have served with their name, date of service, and branch of service, along with a picture of the current Veteran's group.
 - Letter of support for Family Support Line was completed.
 - SEPTA announced overnight testing of horns has stopped at Lenni Railyard. Trains run 4:45am-11pm. There was a complaint regarding the 4:45am horn.
 - Valleybrook Road closure coordinated with neighboring municipalities.
 - Resident complaint reported for trash on Bodley Rd.
 - Madison Glen Mills resident correspondence on stairwell doors (see inspector's report/Building)
 - Chester Ridley Crum Watershed Association \$300 donation and \$100 Membership to Stream Cleanup

Inspector's Reports

- Building Inspector/Zoning – President Baum responded to Madison Apartments stairwell correspondence confirming in February, 2022 a letter of inspection was issued to Madison by the Borough Inspector addressing stairwell lighting and doors. All properties have front and rear doors to exit. Borough Inspector letter from February, 2022 will be forwarded to Madison Glen Mills Management.

Public Comment – Pat McFadden, address provided – Mr. McFadden was an inspector at the time Madison was constructed and advised stair towers were mandated by the state.

- Fire Marshal report on file. Fire marshal recommends residents have heat systems serviced and carbon monoxide detectors are working.

- Sewage Enforcement
No report.
- Road Master/EMC Report
 - Road Master Ward completed routine matters and PA 1 calls completed. Responded to storm damage of a tree down on Summit Lane. Springfield Tree took care of removing the tree and logs.
 - EMC sent emails to Council on 100/700 municipal certification course taking place on April 13, 2023.
 - Roadmaster Ward participated in a brief zoom regarding the Lenni Quiet zone. Middletown solicitor is preparing an intermunicipal agreement. There will be a public municipal meeting April 25th at the Middletown Roosevelt Community Center including SEPTA representatives.
- Zoning
No report.

Solicitor's Report

RATIFY MOTIONS from the March 20, 2023 Work Session

RATIFY MOTION Upon Motion, Council (Clarke, Baum) voted and ratified the Motion to hold a public hearing contingent on the historical ordinance being reviewed by Borough and Delaware County Planning Commissions.

Solicitor advised comments from Delco Planning Commission and Borough Planning Commission will determine when the Public Hearing for the Historical Ordinance will be scheduled.

RATIFY MOTION Upon Motion, Council (Lim, Sacks) voted and ratified the Motion to implement the COSTAR Salt Program for the 2023-2024 season.

RATIFY MOTION Upon Motion, Council (Lim, Baum) voted and unanimously approved expenses in the amount of \$350.91 for data backup, \$166.91 for uninterrupted power supply, and \$150 for labor.

RATIFY MOTION Upon Motion, Council (Lim, Baum) voted and unanimously approved to create a Capital Planning Committee to help the Borough find a permanent home where Paul Wehmiller and Larry Ward were named as committee members.

Resolution Approval related to acquisition of Powell Property.

MOTION Upon Motion, Council (Baum, Lim/Driscoll) voted and unanimously approved Resolution 04-23-A to approve the acquisition of 40.20 acres of vacant land to be used as recreational open space, part of tax parcel 06-00-00102-00 being part of property at 229 Valleybrook Road.

MOTION Upon Motion, Council (Clarke, Baum) voted and unanimously approved to authorize the Borough solicitor to finalize an agreement of sale with Lorraine Powell, owner, to acquire 40.20 acres tax parcel 06-00-00102-00 subject to certain conditions such as grants and private donors.

MOTION Upon Motion, Council (Lim, Driscoll) voted and unanimously approved to authorize the Borough engineer to draft a Subdivision plan on behalf of Lorraine Powell to subdivide 4 lots including an access road as identified in the Resolution 04-23-A.

Zoning Hearing Board meeting for 2 Ivy Lane scheduled for April 12, 2023.

Engineer's Report

Resolution Approval related to Allocation of County Liquid Fuel Tax.

MOTION Upon Motion, Council (Baum, Driscoll/Clarke) voted and unanimously approved Resolution 04-23-B to approve the allocation of County Liquid Fuel Tax Funds in 2023 for the Municipal Road Improvement Program of 2023 in the amount of \$594.00.

Valleybrook Road culvert work is complete. Upon inquiry Mr. Houtmann reported the Rose Hill townhomes may be sold to a Developer. Construction is halted at this time.

Mayor's Report

Mayor Ellis attended NIMS training on March 22, 2023.

Committee Reports

School District/Education/Training/Library

Chair Marta Driscoll, Members Clarke, Miller, Chestnut

School board member Schiller gave 2023-2024 preliminary school district budget update. A 2.1% millage increase for Chester Heights Borough is projected. Garnet Valley Hi-Q team won national championships.

Finance/Insurance

Chair Laura M. Lim, Members Anderson, Timmins

Borough Fund Allocation

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved commitment of \$40,000 from the General Fund for use in the grant application letter for Powell Property acquisition.

\$1,030,000 in the General Fund and the Councilmember Lim proposed to Council allocations and recommendations of said funds to include operational reserves, capital, open space and infrastructure. Option A allows for fund allocation if the ARPA sewer grant is not approved and Option B assumes the Borough receives the ARPA sewer grant. Councilmember discussion regarding option A and option B.

MOTION Upon Motion, Council (Lim, Baum) voted and unanimously approved fund allocation "Option A" which sets aside \$250,000 for sewage costs for improvements along Smithbridge Road.

- **Fire Company Finance Subcommittee**

Chair Drew Baum, Member Lim

No report.

Nominating Vacancy

Chair Bob Adams, Member Baum

No report.

Communications/Public Relations

Chair Ginamarie Ellis, Members Lim, Sacks

Spring/Summer Chester Heights newsletter has begun to be distributed.

Mayor's Event Committee

Chair Ginamarie Ellis, Members Anderson, Sacks

Ribbon cutting ceremony took place on March 20, 2023. Senator John Kane, Representative Craig Williams and Delaware County Council Chair Monica Taylor were in attendance. Mayor Ellis, Councilmembers, and Staff completed the ribbon cutting including an office tour afterwards.

The 4th Annual Egg Hunt was indoors due to weather and approximately 100 children attended the event. Thank you to Hugh Martin, volunteer as the Easter Bunny.

Historical Committee

Chair Susan Timmins, Members Anderson, Ieradi, Searl

No report.

Planning/Zoning

Chair Susan Clarke, Members Adams, Baum

Borough Planning Commission met March 23, 2023. Vice Chairman John Lesky offered motion for conditional approval for Westlake Plastics expansion plan. Motion passed.

Comprehensive Planning Sub-Committee

Chair Susan Clarke, Members Baum, Driscoll, Mayor Ellis, Chris Leiser, John Lesky, Larry Paoletta Jr., Ron Surkin, Fred Wood

Next Comprehensive Planning Committee meeting will be April 10, 2023 at 6:30pm. RFP will be on April 17, 2023 Work Session Agenda to be approved to issue to providers.

Engineering/Construction/Inspections

Chair Susan Clarke, Members Adams, Baum

No report.

Ordinance/Code Review

Chair Susan Clarke, Members Baum, Driscoll, Ellis

Committee reviewed Ordinances. Next meeting not yet scheduled.

Public Safety/Environmental

Chair Bob Adams, Members Baum, Sacks

No report

Borough Property/Parks/Open Space

Chair Drew Baum, Members Lim, Sacks

Councilmember Lim reported an update from Beth McKennen, Chester Heights representative of the CRC site, who hosted a cleanup. Flood from August 2021 left debris in West branch of Chester Creek and Councilmember Lim sent pictures to Delaware County conservation Department to assist with debris removal.

Highways/Transportation

Chair Robert Sacks, Member Ward

Valleybrook Road culvert work was completed. No U Turn sign was purchased and awaiting install. Roadmaster Ward will report road deterioration on Llewellyn and Valleybrook to PennDOT. Resident correspondence for the signage that displays a driver's speed on Valleybrook near Ivy Mills and Wawa Roads.

Public Utilities/Trash/Recycling

Chair Laura M. Lim, Members Anderson, Driscoll, Mayor Ellis

Councilmember Lim reported that there will be a new Delaware County Health Department SEO, Mr. William Conrad. Until DEP issues guidance, permits will still be reviewed and approved by Mr. Ciocco Jr, SEO.

Old Business

Historical Ordinance letter will be mailed to residents April 4, 2023.

New Business

Westlake Plastics review. Patrick McFadden – architect introduced of Westlake Amar Rao, Director of Operations, Vedang Patel, Engineering Director. A Westlake tour was offered to Councilmembers on April 5, 2023.

Westlake Plastics received conditional approval subject to final review from Borough engineer, fire marshal, and zoning officer. Solicitor Montella will draft a formal resolution including compliance review letters.

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved the Westlake Plastics Land Development application subject to final review from Borough engineer, solicitor, fire marshal, and zoning officer.

Additional period for Public Comment

No comment.

Next Committee Meeting – April 10, 2023: Comprehensive Planning Committee 6:30pm.

Zoning Hearing April 12, 2023, at 7pm: 2 Ivy Lane continued from March 9, 2023.

Next Work Session – April 17, 2023, at 7pm.

Nex Planning Commission Meeting April 27, 2023.

Next Regular Council Meeting – May 1, 2023, at 7pm.

ADJOURNMENT: Upon Motion, Council (Lim, Sacks) voted and unanimously approved to adjourn the meeting at 8:12pm.

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.

Westlake Plastics, Plans submitted - January 26, 2023, Planning Commission Review – January 26, 2023, Planning Commission review February 23, 2023, conditional approval this evening April 3, 2023.

Respectfully submitted,
Amy Langa
Recording Secretary