



**BOROUGH OF CHESTER HEIGHTS**  
**53 W Baltimore Pike 2<sup>nd</sup> floor**  
**P. O. Box 658**  
**Chester Heights, PA 19017**  
**Regular Council Meeting Minutes**  
**August 18, 2025, at 7 pm**

- Call to Order:** President Driscoll called the meeting to order at 7:00PM and led all those in attendance in reciting the Pledge of Allegiance.
- Roll Call:** Marta Driscoll, President  
Natalie Young, Vice President  
Jeanne Montgomery, Pro Tem  
Drew Baum, Councilmember  
Philip Block, Councilmember  
Tim Hudak, Councilmember  
Ginamarie Ellis, Mayor
- Officials Present:** Alex Baumler, Esq., Solicitor  
Kyler Miller, Esq., Solicitor  
Mike Kissinger, P.E., Engineer
- Public Comment:** Terry Connell: Windsor Court resident shared emotional impact of year-long displacement and concerns about large sprinkler tanks.
- Solicitor's Report:** Solicitor Baumler updated Council: Walnut Hill oversight agreements are in progress, with a draft sewer district ordinance under review for future Council consideration. The Confirmatory Deed has been executed and filed with the Recorder of Deeds for the Powell Property so grants funds can be considered to be released. Pending ordinances include the rental ordinance and zoning ordinance amendment for pool fencing requirements and the Steep slope ordinance remains in review with the Borough engineer.
- Engineer's Report:** Engineer Kissinger requested a Motion to pay an Escrow in the amount of \$7,500.00 to Southwest Sewer Authority which is required for plan review of the Smithbridge Road sewer project.
- MOTION** Upon Motion, Council (Young | Baum) voted and approved to pay the Escrow amount of \$7,500.00 to Southwest Sewer Authority for the plan review of the Smithbridge Road sewer project.



Engineer Kissinger updated Council on the traffic light at Valleybrook Road & Route 1 – the controller box was defective and repairs were made. The sign for Walnut Hill Blvd. & Route 1 has been received and will be installed shortly. PennDOT plans on restructured the intersection more details will be forthcoming as they are received.

Walnut Hill Utility Update: StoneyBank project with 33 townhomes has been ready for seven years but delayed by PUC utility determination requirements, Cost estimate will need updating to current prices once PUC issues are resolved, Sewer system capacity study shoes reduction but Deemed acceptable based on actual flow analysis, Target timeline of end of September for professional review and early October for final approvals.

Engineer Kissinger suggested that Escrow, Plan Reviews, Agreements all be reviewed for any corrections needed.

**Old Business:**

Resolution #2025.08.A – consideration to adopt the updated fee schedule. The Resolution proposed to add \$175.00 permit application process fee and \$200.00 minimum residential permit fee. Significant debate over fee calculations with examples of percentages on current permit fees. Motion to table Resolution #2025.08.A pending subcommittee review of fee structure to ensure appropriate pricing.

Winter Services Proposal – Councilman Baum – Presented a proposal for consideration for private road now removal. 5,540 linear feet of private roads in the Borough have been identified for proposed snow removal. Two-year trial basis recommended for 2026 budget inclusion. Roads to consider include Brookefield – Hunter’s Lane, Bishop Drive, Darlington Woods, Arbor Way, and Rose Hill (entrance only).

Community Day Update – Pro Tem Montgomery reminded everyone that Recycling Day is September 20<sup>th</sup> and Community Day is October 4<sup>th</sup>, please contact the office if you are interested in volunteering or would like to set up a business table.

**New Business:**

Secretary Kurten updated Council on the candidates interviewed for the Part-Time Administrative position. A verbal offer was given to candidate Cathy Bradfield and she accepted.

**MOTION**

Upon Motion, Council (Hudak | Baum) voted and approved to hire Cathy Bradfield as the Part-Time Administrative Assistant with the start date of Monday August 25, 2025.

Comprehensive Plan update – the task force has prepared a public survey they are asking for Council to approve so it can be distributed to the Borough residents.

**MOTION**

Upon Motion, Council (Baum | Hudak) voted and approved the prepared public survey for the Comprehensive Task Force.

**Public Comment:**

Terry Connel – Windsor Court – Fire incident concerns with rebuilding and sprinkler system.  
Reberta Lanton – Stanton Court – Fire incident concerns with rebuilding and sprinkler system on Windsor Court.



Eileen Lehmann – Concerns about Windsor Court permits for the sprinkler system, questions for Council on Walnut Hill, and the Borough becoming a sewage district.

Desiree – Valleybrook Road – Inquired about the proposed winter services discussion to see if Camp Meeting could be considered.

**ADJOURNMENT**

Upon Motion, Council (Hudak | Montgomery) voted and approved to adjourn the meeting at 8:32pm.

Recording Secretary  
Darlene Kurten