



**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
The Village of Valleybrook Clubhouse
265 Bishops Dr., Chester Heights, PA 19017
August 1, 2022 7:00pm**

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.

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

Public Comment:

Michael Fiorentino, attorney - address provided – representing several residents and non-residents concerning the Powell Property and seeking information of future or existing plans for the property and assistance from his clients.

Council Vice President Lim reported on current open space and potential cost to Borough. Councilmembers, Mayor Ellis, Council President Baum, and Council Vice President Lim discussed the need for accurate information on social media and Facebook.

Solicitor Montella reported receipt of Delaware County Planning Department Commission review.

Council President Baum invited Fiorentino’s clients to council meetings or discussions when this property is placed on the agenda.

Ken Hemphill – address provided – from Concord Township and spoke about open space acquisition.

Eileen Lehmann – address provided – of Walnut Hill Utility, 53 W Baltimore Pike, question on DEP involvement.

Approval of July Meeting Minutes and June work session minutes

July 5, 2022, Regular Council Meeting Minutes – typo of “Westlake” Plastics will be fixed.

MOTION Upon Motion, Council (Clarke, Lim) voted and unanimously approved the

July 5, 2022, Regular Council Meeting Minutes with the typo of Westlake Plastics fixed.

June 27, 2022, Work Session Minutes – Council discussion on Minutes approval and summary Minutes vs action Minutes. Discussion on public comment time when engineer or councilmembers speak to a topic. Action minutes were voted upon months ago. Will motion to approve work session Minutes next meeting after further review.

Approval of General Fund & Liquid Fuels Cash Disbursement July 6, 2022 – August 1, 2022

Cash Disbursements

General Fund \$ 55,122.25

Councilmembers discuss mileage reimbursements.

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved cash disbursements in the amount of \$55,122.25 for the General Fund.

Liquid Fuels Fund \$997.46

MOTION Upon Motion, Council (Clarke, Baum) voted and unanimously approved cash disbursements in the amount of \$997.46 for the Liquid Fuels Fund.

Fire Protection Fund \$1061.13 (Cash disbursements from tax duplicates)

MOTION Upon Motion, Council (Baum, Clarke) voted and unanimously approved cash disbursements in the amount of \$1061.13 for the Fire Protection Fund.

Further Council discussion on the duplicate taxes/tax claim and to provide the mileage reimbursement submitted by authorized personnel.

Correspondence

- IT update on e-mail access by Frank Petragrani via email and was relayed by Amy Langa, recording secretary.
- Mayor Ellis reported Zoning Hearing Board will hold a hearing on Friday August 12th at 7pm, related to exemption variance for 19 Smithbridge Road
- Mayor Ellis gave website updates, request from a resident to post both on website and Facebook for those who don't use Facebook. Thank you notes read that borough had received from residents and thank you notes read from the executive of CRC for the CRC watershed donation.

Inspector's Reports

- Building Inspector – Councilmember Clarke
No Report
- Fire Marshal – Mayor Ellis – 6 fire related incidences, 2 accidental trips from homeowners, 2 alarms from technicians making upgrades to sprinkler alarm systems, 2 homeowners cooking mishaps, Fox Valley restored natural gas service, assisted homeowners to lower insurance rates, report on file
- Sewage Enforcement

- EMC/Road Master – Roadmaster Ward on the Valleybrook sinkhole. EMC Ward completed the FEMA Regional 3 class on climate/adaptations of all hazards and how as a municipality/state we can help assist the public overall such as fires and floods.
- Zoning
No report

Solicitor’s Report

- 53 Baltimore Pike Extension Letter for September 6, 2022, a 30 day extension was requested.

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved the 30 day extension for 53 Baltimore Pike until September 6, 2022.

- Delco Greenways Grant Agreement – need 2 Copies and signatures, \$50,000 grant between Delaware County and the Borough until June 30th, 2025

MOTION Upon Motion, Council (Baum, Lim) voted and approved the \$50,000 grant from the Delco Greenways Grant Agreement.

Council discussed creating a steering group.

Engineer’s Report

- Valleybrook Road Culvert Update – Engineer Houtmann reported on the pothole that was reported on Valleybrook. Mr. Houtmann reviewed the culvert which needs repair. Mr. Houtmann drew a plan and plan profile and requested bidding documents due 8/11/22. Quick return time to sign contracts due to safety. Roadmaster Ward assisted as well. PennDOT is going to provide pipe material. State funding was discussed.
(Resident Kevin Voit – address provided – inquired of replacing more than one at this time while the road was closed for this one, Councilmembers discussed as well)
- Stormwater Ordinance Updates/ Annual MS4 Status Report – Mr. Houtmann reported the DEP Stormwater Ordinance Update. DEP wants the new ordinance enacted by the end of September. Solicitor Montella said Planning Commission has to review it with Mr. Houtmann. Work Session on August 22 can discuss further. No motions at this time. Hearing on Ordinance will be scheduled September 19, 2022.
- Bonnie Lane is completed and improved and Highland Drive has another inlet issue with a sinkhole. Mr. Houtmann will put quotes together for these issues.

Mayor’s Report

- New Wawa Train station opens August 21st, press release about naming rights (10 years), article in Delco Times

Committee Reports

School District/Education/Training/Library

Chair Marta Driscoll, Members Clarke, Miller, Chestnut

- Deborah Miller reported of a fundraiser dinner at LaFava on Tuesday, Sept 13th for the library. Moving forward with the Keystone Grant. There was a survey provided to patrons in the community and 50 children have participated in the summer programs. Other programs are full and booked.

Finance/Insurance

Chair Laura M. Lim, Members Anderson, Timmins

Chair Drew Baum, Member Lim

- Vice President Lim reported on 6 month budget vs actual, please email any questions. All councilmembers on committees only have the remaining months to spend what is there. Sept and October meetings will continue to discuss 2023 budget

Nominating Vacancy

Chair Bob Adams, Member Baum

No report

Communications/Public Relations

Chair Ginamarie Ellis, Members Lim, Sacks

- Mayor Ellis thanks Vice President Lim for taking over social media while she was away, Mayor Ellis needs newsletter content, please submit content by Aug 15 for Oct 1 newsletter

Mayor's Event Committee

Chair Ginamarie Ellis, Members Anderson, Sacks

- Senior Trip to 9/11 Museum Update – Councilmember Anderson update, takes place on October 6th, 12 have confirmed, will be promoted on social media, will continue advertising and marketing. A second deposit is needed for Starr Tours bus deposit.

MOTION Upon Motion, Council (Baum, Lim) voted and unanimously approved a check for \$250 to be made to Starr Tours for the 2nd deposit.

Councilmember inquired of insurance and insurance is covered for Starr and for the Borough.

Historical Committee

Chair Susan Timmins, Members Anderson, Ieradi, Searl

NO REPORT

Planning/Zoning

Chair Susan Clarke, Members Adams, Baum

- No planning commission meeting in July
- Members for comprehensive planning commission will be selected
- August 12 zoning hearing board for 19 Smithbridge

Engineering/Construction/Inspections

Chair Susan Clarke, Members Adams, Baum

- Mr. Houtmann reported during the engineer's report previously during this meeting

Ordinance/Code Review

Chair Susan Clarke, Members Baum, Driscoll, Ellis

- Discussion of accessory building ordinance with Solicitor Montella
- Request by General Code to code ordinances

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved borough treasurer Sue Timmins to proceed with General Code for 3 ordinances, not to exceed \$1500.

Public Safety/Environmental

Chair Bob Adams, Members Baum, Sacks

- President Baum reported on a list of commercial properties in the borough that Sam Ianucci Jr requested.

Borough Property/Parks/Open Space

Chair Drew Baum, Members Lim, Sacks

- Vice President Lim reported that roughly 215 residents participated in Family Fun Day. Councilmembers helped and Interact from the Garnet Valley School District provided the face painting.
- Darlington Creek Park Use Plan Presentation will take place Aug 22nd at the work session. It was already presented to the Borough's Planning Commission and Council will be shown the modified plan. Members of HOA are invited to attend.
- Eagle Scout picked up the Little Library. Council President Baum will provide 2 bags of concrete.
- Spotted Lantern Fly kits to be placed in the park's wooded area. Volunteers are welcome to help install kits on Sunday, Aug 7 at 1300 at Chester Heights Park.
- Councilmember discussion on grants via Bethel Township and if we can acquire own.

Highways/Transportation

Chair Robert Sacks, Member Ward

- Culvert previously spoken of in Engineer's report
- No U-Turn Sign Valleybrook/Baltimore Pike can possibly be added if we request PennDOT to change the plans, Mr. Houtmann can reach out to PennDOT to submit the request.

Public Utilities/Trash/Recycling

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

- Recycling event is September 17th from 10-1. Postcards were distributed via mail.
- See Code/Ordinance Review above for codes codified by General Code and the motion to approve the expenditure

Old Business

- ARC GIS Mapping – \$500 in budget and hours and work involved will be closer to \$1200. An increase of \$700 is requested.

MOTION Upon Motion, Council (Baum, Anderson) voted and unanimously approved to increase the budget to \$1200 for GIS mapping to begin with Jonathan Sharp.

Solicitor Montella was notified by solicitor for CWA for confidentiality of stormwater locations.

New Business

Copier Proposals – Recording Secretary Langa presented Council with copier proposals due to the 4-year

contract with Graffen ending in September. Borough may continue on a month to month with our current lease until a new copier is selected and delivered. Councilmembers discussed future lease costs.

MOTION Upon Motion, Council (Sacks, Driscoll) voted and unanimously approved to terminate our current copier and to enter a lease agreement with Graffen until Council decides on a new contract.

Additional period for Public Comment

PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD

Desiree Phillips – address provided – Camp Meeting update.

Next Regular Council Meeting – October 3rd, 2022

Next Work Session – October 24, 2022

ADJOURNMENT: Upon Motion, Council (Sacks, Lim) voted and unanimously approved to adjourn the meeting at 8:59 p.m.

Land Development Dates:

53 W Baltimore Pike, Submitted plans - June 18, 2021 Planning Commission Review August 26, 2021 - Extension September 6, 2022

Respectfully submitted,
Amy Langa
Recording Secretary