



**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 4, 2025, at 7 pm**

Executive Session: 6:30 PM – 7:00 PM Council met in Executive Session in accordance with Act 84 – the Sunshine Law to discuss matters of possible litigation.

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

**Members Present** Marta Driscoll, President  
Jeanne Montgomery, Pro Tem  
Drew Baum, Councilmember  
Philip Block, Councilmember  
Tim Hudak, Councilmember  
Ginamarie Ellis, Mayor

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

**Public Comment:** Darlington Woods Residents raised their concerns about the Darlington Woods fire report and were advised to contact state police for information and official reports. BCO introduced a letter requiring sprinkler systems in rebuilt Darlington Woods units, offering three installation options for compliance.

**Approval of the July 2025 Meeting Minutes**

July 7, 2025, Regular Council Meeting Minutes

**MOTION** Upon Motion, Council (Block | Hudak) voted and approved the July 7, 2025, Regular Council Meeting Minutes.

July 21, 2025, General Meeting Minutes

**MOTION** Upon Motion, Council (Block | Hudak) voted and approved the July 21, 2025, General Meeting Minutes.

**Approval of the Cash Disbursements from July 8, 2025, through August 4, 2025**

General Fund Cash Distribution in the amount of \$42,108.49



- MOTION** Upon Motion, Council (Montgomery | Hudak) voted and approved the General Fund Cash Disbursement in the amount of \$42,108.49.
- Liquid Fuels Fund in the amount of \$993.53
- MOTION** Upon Motion, Council (Hudak | Montgomery) voted and approved the Liquid Fuels Fund in the amount of \$993.53.
- CHFC Protection Fund and ARPA Fund – Balance sheets only reviewed.
- Secretary's Report** Reported on multiple pieces of correspondence.
- Solicitor's Report** Solicitor Baumler updated Council on open projects: Zoning and Code Enforcement matters and offering advice and interpretations along with Borough staff.  
Review of language for the zoning ordinance amendment and also the draft residential rental ordinance will be distributed to Council.  
Confirmatory Deed will be drafted and submitted for signatures and will need to be recorded for grant fund distribution.  
Steep Slope draft ordinance is being reviewed by the Borough Engineer.  
Routine matters.
- Engineer's Report** Engineer Kissinger requested the final escrow release #4 for the Philadelphia Meeting Room project approved at \$30,364.40, with minor punch list items remaining.
- MOTION** Upon Motion, Council (Baum | Hudak) voted and approved the final escrow release #4 for the Philadelphia Meeting Room project in the amount of \$30,364.40.
- Engineer Kissing requested escrow release #8 for Rose Hill development approved release in the amount of \$41,363.75, with remaining funds for basin conversions and trail paving.
- MOTION** Upon Motion, Council (Hudak | Baum) voted and approved escrow release #8 for Rose Hill development in the amount of \$41,363.75.
- Valleybrook Storm Sewer project update: the contractor requesting full road repaving instead of partial trenching.
- Smithbridge Sewer project is being reviewed by Southwest treatment sewer authority.
- Roadmaster | EMC** **No Report**  
**Fire Marshal** **No Report**



**BCO | Zoning Officer** BCO McFadden updated Council: Pool fence compliance reported with 104 Octoraro Terrace completed and inspected, with a deadline for 107 Octoraro Terrace tomorrow. Zoning violations addressed, including an RV removal and ongoing sign issue. Resident at 14/18 Smithbridge Road is seeking business rights and must follow proper zoning application process.

## **COMMITTEE REPORTS**

### **Finance & Administration**

President Driscoll updated Council: Interview for the Part-time administrative position have been completed, with a hiring decision expected by the next meeting on August 18, 2025.

### **Community Engagement**

Pro Tem Montgomery updated Council: Community Day – October 4, 11:00 am – 2:00 pm - there will be an ice cream truck, the Fire Company will be working with Fire Prevention, and tours at Camp Meeting.

Recycling Day is September 20<sup>th</sup> at 9:00 am – 12:00 pm.

Debbie Miller reported the Rachel Kohl Library is having their fund raiser event on September 16<sup>th</sup> at the Crown Tavern.

### **Public Safety**

Councilmember Hudak reported the July 2025 PA State Police Report- very low crime occurrence for the month of July – 1 motor vehicle crash and 1 vehicle theft at Madison apartments.

Chester Heights Fire Company dealt with a lot of rain storms, flash flooding resulting in a water rescue in conjunction with Concordville fire company.

Chester Heights Fire Company had 18 calls for the month of July, eight in Chester Heights, five in Concordville, two with Rocky Run and one in Upper Chichester.

Councilmember Block reported that the corn barn at the Powell Park has been removed.

Councilmember Block would like to discuss the Powell Park and plans after the August 18<sup>th</sup> General Meeting.

The signage for the Community Park was installed over the weekend. This includes a “No Motor Vehicles” at the front of the park, and also signage at the back of the park letting the public know where the park boundaries end.

### **Mayor’s Report:**

Mayor Ellis reported: the new business “Salty Cow” had a grand opening this past weekend, if haven’t done so yet please stop in and enjoy.

The Mayor’s History Lesson Celebrating the 80<sup>th</sup> Anniversary of the Chester Heights Borough:



The Town Talk article was from August 1982, noting a Borough Council meeting to discuss the PennDOT repairs needed on the roadways. The struggles with not receiving mail in the Borough and having to use a P.O. Box at the Post Office and how the struggle continues.

**Old Business:** Councilmember Baum pushed the Winter Services update to the next meeting.

**New Business:** **No Report**

**Public Comment:** Eileen Lehmann expressed concerns over not being able to hear councilmembers and issues at an apartment complex. Also, inquired about the proposed force main connections with Middletown Township.

**ADJOURNMENT** **Upon Motion, Council (Hudak | Montgomery) voted and approved to adjourn the Regular Council Meeting at 8:12 pm.**

**Respectfully Submitted**  
**Darlene Kurten**