



**BOROUGH OF CHESTER HEIGHTS**

53 w. Baltimore Pike 2<sup>nd</sup> Floor

P.O. Box 658

Chester Heights, PA 19017

Organization Meeting Minutes

January 2, 2024

**Oaths of Office: Honorable Magisterial Judge Deborah A. Krull administered the Oaths of Office:**

- Councilman Elect – Timothy Hudak
- Councilwoman Elect - Jeanne L. Montgomery
- Borough Secretary | Assistant Treasurer – Darlene Kurten
- Borough Treasurer | Assistant Secretary – Sue Timmins

**Organization Meeting**

In absence of the Mayor, Jeanne L. Montgomery had been selected to preside over the Organization Meeting.

**Call to Order** Councilmember Montgomery called the Organization Meeting to order at 7:07 PM and led those in attendance in reciting the Pledge of Allegiance.

<b>Roll Call</b>	Councilmember	Natalie Young
	Councilmember	Drew Baum
	Councilmember	Tim Hudak
	Councilmember	Marta Driscoll
	Councilmember	Jeanne Montgomery
	Councilmember	Natalie Anderson

**Election of Council President:**

Councilmember Driscoll called for nominations for President of Council.

**Nominations:** Councilmember Young nominated Councilmember Marta Driscoll for President of Council.

**MOTION** Upon Motion, Council (Young | Anderson | Hudak | Baum) voted by voice in favor of Marta Driscoll for President of Council.

**Election of Council Vice President:**

Councilmember Driscoll called for nominations for Vice President of Council.

**Nominations:** Councilmember Driscoll nominated Councilmember Natalie Young for Vice President of Council.



**MOTION** Upon Motion, Council (Driscoll | Anderson | Hudak | Baum) voted by voice in favor of Natalie Young for Vice President of Council.

**Election of Council Pro Tem:**

Councilmember Driscoll called for nominations for Pro Tem of Council.

**Nominations:** Councilmember Hudak nominated Councilmember Jeanne L. Montgomery for Pro Tem of Council.

**MOTION** Upon Motion, Council (Driscoll | Anderson | Young | Hudak | Baum) voted by voice in favor of Jeanne L. Montgomery for Pro Tem of Council.

**Appointments**

Borough Secretary | Assistant Treasurer  
**MOTION** Upon Motion, Council (Young | Baum) voted and unanimously approved the appointment of Darlene Kurten as Borough Secretary | Assistant Treasurer.

Borough Treasurer | Assistant Secretary  
**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Sue Timmins as Borough Treasurer | Assistant Secretary.

Open Records Officer  
**MOTION** Upon Motion, Council (Young | Hudak) voted and unanimously approved the appointment of Darlene Kurten as Open Records Officer.

Solicitor  
**MOTION** Upon Motion, Council (Young | Hudak | Montgomery | Driscoll | Anderson) voted and approved the appointment of Alex Baumler, Kilkenny Law, LLC as Solicitor. Councilmember Baum voted Nay.

Engineer  
**MOTION** Upon Motion, Council (Driscoll | Young | Hudak | Montgomery) voted and approved the appointment of Michael Kissinger, Pennoni & Associates as Engineer. Councilmembers Baum and Anderson voted Nay.

Building Code Enforcement Officer | Building Inspector  
**MOTION** Upon Motion, Council (Young | Hudak) voted and unanimously approved the appointment of Brian Razzi, Bocelli & Associates LLC as Building Code Enforcement | Building Inspector.



Zoning Officer

**MOTION** Upon Motion, Council (Young | Hudak) voted and unanimously approved the appointment of Patrick McFadden as Zoning Officer.

Electrical Inspector

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Len Warren as Electrical Inspector.

Fire Marshal

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Sam Iannucci, Sr. as interim Fire Marshal effective immediately and ending on April 1, 2024.

Fire Chief

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Sam Iannucci, Jr. as Fire Chief of the Borough of Chester Heights.

Emergency Management Coordinator | Roadmaster

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Larry Ward as Emergency Management Coordinator and Roadmaster.

Animal Control Officer

**MOTION** Upon Motion, Council (Young | Baum) voted and unanimously approved the appointment of Allen Strickler as Animal Control Officer.

**Appointments Board & Commission**

Vacancy Board

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the appointment of Pat Ford-Roegner as Vacancy Board.

Planning Commission 2-Year Term

**MOTION** Upon Motion, Council (Young | Baum) voted and unanimously approved the appointment of Thayer Schroeder for the 2-year term vacancy replacing Mark Carroll 2024 – 2026.

Planning Commission 4-Year Term

**MOTION** Upon Motion, Council (Young | Hudak) voted and unanimously approved the appointment of John Lesky, Melinda Kerry, Time Searl, and Tom Tropia for the 4-year term Planning Commission 2024-2027.

Zoning Hearing Board – (2) 3-Year Term

These appointments are made through Resolutions and will be moved to the Regular Council Meeting on February 5, 2024.



**Agricultural Advisory Board – 7-Year Term**

This board is a 7-Year Term Agricultural Advisory Board and Council will review at the Work Session Meeting on January 22, 2024. Former Mayor Fred Wood will present Borough Council with a review of the process and duties of the board.

**New Business:** Tax Collector Bond, is a \$83.00 bond fiduciary for the tax collector and will be moved to the Work Session Meeting on January 22, 2024.

Authorization of Municipal Depositories for 2024

**MOTION** Upon Motion, Council (Young | Montgomery) voted and unanimously approved the authorization for 2024 Municipal Depositories to include PLGIT, WSFS and Santander banks for the Borough Treasurer to open accounts, deposit Borough money into insured accounts at these institutions at the highest prevailing interest rates.

**ADJOURNMENT:** Upon Motion, Council (Young | Hudak) voted unanimously to adjourn the Organization Meeting for January 2, 2024 at 7:27 PM.

**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, extended until October 20, 2023, extended Until January 18, 2024, **Extended until March 18, 2024.**

**Respectfully Submitted,  
Darlene Kurten  
Secretary**