



**Minutes of the Mandatory Organization Meeting of the Borough of Chester Heights
Village of Valleybrook Clubhouse
265 Bishops Drive
Chester Heights, PA 19017**

January 3, 2022

Oaths of Office

Honorable Walter “Sonny” Strohl administered Oaths of Office to:
Ginamarie Ellis, Mayor

Bob Adams, Councilman
Natalie M. Anderson, Councilwoman
Drew Baum, Councilman
Marta Driscoll, Councilwoman

Call to Order

Mayor Ellis called the 2022 Mandatory Organization Meeting to order at 7:08 p.m. and led those in attendance in the reciting of the Pledge of Allegiance.

Roll Call

Council Member Bob Adams
Council Member Natalie M. Anderson
Council Member Drew Baum
Council Member Susan Clarke
Council Member Marta Driscoll
Council Member Laura M. Lim
Mayor Ginamarie Ellis

Officials Present

Gerald C. Montella, Esq., Solicitor
Matthew R. Houtmann, P.E., Engineering

Election of Council President

Mayor Ellis called for a nomination for President of Council
Council Member Lim nominated Drew Baum
Council Member Anderson nominated Drew Baum

MOTION

Upon Motion, Council (Lim/Anderson/Adams/Clarke/Driscoll) by voice, voted in favor of Drew Baum for President of Council.

Mayor Ellis called for a nomination for Vice President of Council
Council Member Anderson nominated Laura M. Lim
Council Member Driscoll nominated Laura. M. Lim

MOTION

Upon Motion, Council (Anderson/Driscoll/Adams/Baum/Clarke) by voice, voted in favor of Laura M. Lim for Vice President of Council.

Mayor Ellis called for a nomination for Pro Tem of Council
Council Member Driscoll nominated Susan Clarke
Council Member Lim nominated Natalie M. Anderson

MOTION

Upon Motion, Council (Driscoll/Clarke) by voice, voted in favor of Susan Clarke for Pro Tem.
Council (Baum/Lim/Adams) by voice, voted Nay, not in favor of Susan Clarke for Pro Tem.

Upon Motion, Council (Baum/Lim/Adams/Clarke) by voice, voted in favor of Natalie M. Anderson for Pro Tem of Council. Council (Driscoll) by voice, voted Nay. Majority vote in favor of Natalie M. Anderson for Pro Tem of Council.

Mayor Ellis turned the Mandatory Organization Meeting over to President Drew Baum

APPOINTMENTS

Borough Solicitor – Gerald C. Montella, Esq.
Borough Specialist Solicitor – Michael Maddren, Esq. (Murphy, Maddren & Dixon)
Borough Zoning Solicitor – Christopher Furlong, Esq.
Borough Engineer – Matthew R. Houtmann, P.E. Engineer
Borough Alternate Engineer – Michael J. Ciocco, P.E., S.E.O (Catania Engineering Assoc.)
Borough Sewer Enforcement Officer – Michael J. Ciocco, P.E., S.E.O (Catania Engineering Assoc.)
Borough Code Enforcement Officer – Richard Jensen
Borough Zoning Officer Richard Jensen
Borough Electrical Inspector – United Inspections – Len Warren
Borough Open Records Officer – Megan Killian
Borough Fire Marshal – Michael Ciocco
Borough Emergency Management Coordinator/Roadmaster – Larry Ward
Borough Animal Control Officer – Allen Strickler

MOTION

Upon Motion, Council (Lim/Driscoll/Adams/Anderson/Clarke) by voice, voted in favor of Appointments for Borough of Chester Heights.

REAPPOINTMENTS

Planning Commission Members 4 Year Term

Chris Leiser – 2026
Mark Carroll – 2026
Gregg Homan – 2026

MOTION

Upon Motion, Council (Driscoll/Anderson/Adams/Lim/Clarke) by voice, voted in favor of Reappointments for the Borough of Chester Heights Planning Commission Members 4 Year Term – 2026.

Zoning Hearing Board – 3 Year Term

H. Fred Hamel – 2025

Justin Buccilli – 2025
Vacancy Appointment (Glenn Mon) – Term ends 2023

MOTION

Upon Motion, Council (Lim/Anderson/Adams/Clarke/Driscoll) by voice, voted in favor of Reappointments for the Borough of Chester Heights Zoning Hearing Board Member 4 Year Term – 2025.

Vacancy Board Chair
Ellen Luongo

MOTION

Upon Motion, Council (Adams/Anderson/Lim/Clarke) by voice, voted in favor of the Reappointment for the Borough of Chester Heights Vacancy Board Chair. Council Member Driscoll by voice, voted Nay.

Publication of Mandatory Organization Meeting

Solicitor Montella reported Notice for the Mandatory Organization Meeting was published on December 23, 2021, in the Delaware County Times, in accordance with the state statute.

ADJOURNMENT

Upon Motion, Council (Lim/Clarke) voted and unanimously approved to adjourn the Mandatory Organizational Meeting at 7:15 p.m.

Respectfully Submitted
Darlene Kurten
Recording Secretary