



BOROUGH OF CHESTER HEIGHTS
53 w. Baltimore Pike 2nd Floor
P.O. Box 658
Chester Heights, PA 19017
Regular Council Meeting Minutes
January 5, 2026

Call to Order President Hudak called the Regular Council Meeting to Order at 7:13 PM.

Roll Call Timothy Hudak, President
Natalie R. Young, Vice President
Jeff Durst, Pro Tem
Marta Driscoll, Member of Council
Jonathan W. Lawlor, Member of Council
Sangeetha Patel, Member of Council
Jeanne Montgomery, Mayor

Officials Present Megan Todaro, P.E., Engineer
Alex Baumler, Esq., Solicitor

Public Comment: Cynthia Moreno, Concerns about the Council Meeting Rules.

Amend the Agenda: Consider Motion to Amend the Regular Council Meeting Agenda to
include the approval of the December 1st and December 15th Meeting Minutes.

MOTION Upon Motion, Council (Young | Durst) votes and approved to Amend the
Regular Council Meeting Agenda to include the approval of the December
1st and December 15th Meeting Minutes.

Approval of Meeting Minutes

Approval of the Regular Council Meeting Minutes for December 1, 2025.

MOTION Upon Motion, Council (Young | Durst) voted and approved the Regular
Council Meeting Minutes for December 1, 2025.

Approval of the General Council Meeting Minutes for December 15, 2025.



MOTION Council Upon Motion, Council (Young | Durst) voted and approved the General Meeting Minutes for December 15, 2025.

Approval of the Cash Disbursements for December 2nd, 2025 through January 5th, 2026.

General Fund Cash Disbursements in the amount of \$35,461.62.

MOTION Cash Upon Motion, Council (Young | Durst) voted and approved the General Fund Disbursements in the amount of \$35,461.62.

Liquid Fuels Cash Disbursements in the amount of \$40,729.02.

MOTION Fuels Cash Upon Motion, Council (Young | Driscoll) voted and approved the Liquid Disbursements in the amount of \$40,729.02.

Fire Protection Fund – Balance sheet only, no motion needed.

ARPA Fund Cash Transfer in the amount of \$11,072.24.

MOTION Cash Upon Motion, Council (Driscoll | Young) voted and approved the ARPA Fund Transfer in the amount of \$11,072.24.

Secretary Report: Reported multiple pieces of correspondence.

Engineer's Report: Megan Tadara provided project updates and advised that several items will be presented for action at the next meeting. The 2026 road program will include Summit Lane (Wawa Road to the cul-de-sac), with a request for authorization to advertise at the next meeting. Staff is reviewing the Rose Hill punch list and continuing work on the Smithbridge Road sanitary sewer project, with plans to seek authorization to advertise and bid in February, with award anticipated in March. An update was also given on 9 Ivy Lane, where a grading permit is under review and a lot line change will be required as a separate minor subdivision.

Solicitor's Report: The Solicitor reported a quiet December and provided the following updates:

- 19 Smith Bridge Road:
The appeal remains unresolved and was never docketed. Efforts are underway to schedule a site visit with the property owner and consultants to assess compliance with the unexecuted settlement



agreement. The appeal may be formally litigated to encourage compliance. An update will follow after the site visit.

- **Pool Fence Ordinance:**
The Delaware County Planning Commission provided benign comments, including an optional suggestion regarding above-ground pools. Council discussed that existing UCC and building code provisions already address this issue. Council agreed to proceed with the ordinance as drafted to avoid delays.

Action: Council approved advertising the public hearing for the pool ordinance.

- **Sunshine Act Update:**
The Solicitor noted a recent Pennsylvania Supreme Court decision removed the requirement that agendas be posted 24 hours in advance to take official action. Council will be advised if legislative changes occur.

INSPECTOR'S REPORTS:

Building Inspector: **No Report**

Zoning Officer: The Zoning Officer thanked Council for his reappointment and advised that he has observed several potential zoning and code issues. He requested coordination with the Borough Secretary before taking enforcement action to confirm whether approvals exist.
Council discussed a commercial vehicle parked on Borough-owned open space near Lenni Park and agreed the matter should be reviewed under the Borough Code. The Zoning Officer was directed to coordinate with the Borough Secretary and report possible options to Council.
Additional concerns included property improvements occurring without apparent approvals and outdated zoning ordinance provisions, including sign permit review requirements and impractical fence setback regulations. Council advised that observed issues should be reported to the Borough Secretary and noted these items for future consideration during a comprehensive zoning ordinance update.

Fire Marshal: **No Report**

Roadmaster | EMC: Council moved on to the Roadmaster agenda item. Congratulations were extended, and thanks were given for the appointment of the Roadmaster and Emergency Management Coordinator (EMC).



The Roadmaster reported that all PA One Call matters have been cleared with no outstanding issues. The EMC reported attending several county-level meetings and training sessions focused on large crowd organization and resource deployment. No emergency management issues are anticipated for the Borough at this time.

COMMITTEE REPORT

Library Report:

Ms. Miller reported that the library has reached approximately 80% of its annual fundraising goal. The library has applied for a state grant to assist with roof replacement, as the roof currently has approximately 15 temporary patches that last six to eight months. A blood drive is scheduled to be held at the library on Friday, January 9, and is expected to run throughout the day, with sign-up available online.

Old Business:

82 Baltimore Pike (Verizon) – HVAC Permit Revision
Council reviewed the HVAC permit fee for the Verizon Building. The commercial rate was corrected from 3.5% to 5% under the revised fee schedule, resulting in a new fee of \$20,245. The previously paid \$40,000 is held in escrow.

MOTION

Upon Motion, Council (Young | Driscoll) voted and approved the revised fee from \$40,730.50 to \$20,245.00.

New Business:

Consider Motion to advertise the Council Vacancy due to the election of Jeanne L. Montgomery as Mayor.

MOTION

Upon Motion, Council (Young | Durst) voted and approved the authorization to advertise the Vacancy on Council.

Consider Motion to advertise the Zoning Hearing Board Vacancy due to the Election of Jonathan Lawlor to Council.

MOTION

Upon Motion, Council (Young | Driscoll) voted and approved the authorization to advertise the Vacancy on the Zoning Hearing Board.

Consider Motion to advertise the current Vacancies on the Planning Commission.



MOTION

Upon Motion, Council (Young | Driscoll) voted and approved the authorization to advertise the Vacancies on the Planning Commission.

Consider Motion to authorize Charles Higgin's & Son's to install a STOP sign at Heather Lane & Valleybrook Road, not to exceed \$500.00.

MOTION

Upon Motion, Council (Young | Driscoll) voted and approved to authorize Charles Higgin's & Son's to install the STOP sign at Heather Lane & Valleybrook Road, not to exceed \$500.00.

2025 Fire Chief's Report: President Hudak:

- Council reviewed the 2025 Fire Chief's Report and discussed public safety priorities moving forward.
- Chester Heights Volunteer Fire Company was recognized as a critical and essential service to the Borough.
- Council noted that the fire tax was increased last year to adequately meet the Fire Company's budget needs, while maintaining the Local Services Tax (LST) at a level to support operations.
- In 2025, the Fire Company responded to 301 total calls across 7–9 municipalities.
- Of those calls, 86 were building responses and 4 were brush fires, highlighting risks associated with downed trees and power lines.
- Fire Company members logged approximately 815 hours of emergency response time in 2025.
- The department conducted 57 training activities with an average attendance of 13 members, totaling over 2,500 training hours.
- Council emphasized the importance of continued training and ongoing support for the Fire Company.
- Upcoming Fire Company activities were noted, including weekly Thursday meetings beginning with a company meeting on the 8th, followed by specialized training such as scuba, air conservation, entanglement, and confidence courses.
- Council members were encouraged to attend Fire Company meetings and training activities.
- It was reiterated that the Borough is obligated to provide fire protection services, and without the Chester Heights Volunteer Fire Company, the Borough would need to contract with another municipality.
- Comparative fire tax rates were discussed, noting that neighboring municipalities' rates are significantly higher than Chester Heights'.



- Council acknowledged the substantial value of having a fully volunteer fire company.
- Discussion referenced recent closures and mergers of volunteer fire companies in other municipalities, underscoring the importance of maintaining financial stability, member engagement, and strong support for the Chester Heights Volunteer Fire Company.
- Council agreed that supporting the Fire Company should remain a priority.

Public Comment: Debbie Miller – Blood Drive for the Rachel Kohl Library is Friday, January 9th, from 11:00 AM to 4:00 PM. Inquired about the 3 minute limitation rules.

ADJOURNMENT: **Upon Motion, Council (Young | Driscoll) voted to adjourn the Regular Council Meeting at 7:58 PM.**

Respectfully Submitted,

Darlene Kurten