

**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
222 Llewellyn Road
Chester Heights, PA 19017**

July 1, 2019

MEMBERS PRESENT	Drew Baum, President Steve Coccozza, Vice President Theresa Agostinelli Jordan Goldberg, Pro Tem Susan Clarke
OFFICIALS PRESENT	Gerald C. Montella Esq. Matt Houtmann, P.E.
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.
<u>PUBLIC COMMENT</u>	
GREG & MARYANNE CHESTNUT 317 WILLITS WAY	Mr. Chestnut addressed his concerns regarding the amount of trees that fell onto Valleybrook Road. Mr. Chestnut stated that he sent a letter to President Baum concerning the issues on Valleybrook Road. Mr. Chestnut stated that the letter addressed the safety concerns on Valleybrook Road. The last 2 years 12 trees have fallen onto Valleybrook Road causing the power to go out. Matt Houtmann informed the audience that they have reached out to PennDOT to have the trees trimmed and PennDOT's response was that it is not in their right of way. Solicitor Montella advised Mr. Chestnut to contact Village of Valleybrook HOA to have the tree issue addressed. President Baum offered to meet with Village of Valleybrook HOA, Rochford HOA and the boroughs contact from PennDOT and PECO.
BETH MACKINNON 333 WILLITS WAY	Mrs. MacKinnon stated that she has been at 3 council meetings expressing her concerns regarding the trees on Valleybrook Road. Mrs. Mackinnon stated that she attended a council meeting back in 2017 addressing her concerns about the trees on Valleybrook Road. Mrs. Mackinnon stated that Rochford HOA hired a certified arborist that is down on Stoney Bank Road to take a walk through their neighborhood and assess diseased trees.
BERNADETTE FEDELE 7 OXFORDSHIRE CT	Mrs. Fedele stated that back in 2017 she thought the borough reached out to Valleybrook HOA regarding the trees on Valleybrook Road. Mrs. Fedele also stated that the tree issue was in the newspaper and nothing was done.

MARTA DRISCOLL
458A LENNI ROAD

Mrs. Driscoll advised council that in 2017 Philip Block had an arborist take a look at trees in Chester Heights. Mrs. Driscoll stated that she believes the borough has never reached out to the Village of Valleybrook regarding the tree issue. President Baum stated that when the borough does reach out to the Village of Valleybrook it will be documented.

JOHN RYAN
9 ROLLING HEIGHTS LN

Mr. Ryan addressed his concerns regarding the fee that will be assessed to the residents of Chester Heights from the State Police. Mr. Ryan asked if the borough has done a study or would they consider doing a study of what it would cost the borough to get picked up by Aston Police Department. Mr. Ryan stated that Chester County has regional police departments and wanted to know if the borough would consider doing that as well. Councilwoman Clarke stated she thinks the borough should do a comprehensive study of police protection in the borough. President Baum stated that the borough could meet with Aston Township to see if they are interested and if they have the manpower to cover the borough. President Baum stated that as the borough gets closer to having to contribute to having to pay for State Police services that would be an option.

APPROVAL OF MINUTES

Upon motion (Cocozza/Clarke) council voted to approve the meeting minutes of the June 3, 2019 Regular Council Meeting and the continuation of the June 3rd meeting that was on June 4, 2019.

Upon motion (Cocozza/Clarke) council voted to approve the meeting minutes of the June 24, 2019 Work Session Minutes.

SECRETARY REPORT/
TREASURER'S REPORT

Receipts

Real Estate Transfer Tax	\$ 304,065.94	Treasurer of Delaware County
LST Collections	\$ 13,001.57	Berkheimer
May Collections	\$ 1,627.89	Maryann Furlong
April Remit	\$ 590.12	Treasurer of Delaware County
State Police Fines	\$ 492.32	Treasurer of Pennsylvania
U&O Inspection	\$ 90.00	4204 Lydia Hollow Dr
U&O Inspection	\$ 90.00	112 Briarcliff Ct
U&O Inspection	\$ 90.00	252 Windsor Ct
U&O Inspection	\$ 90.00	308 Stanton Ct
U&O Inspection	\$ 90.00	142 Kingswood Ct
U&O Inspection	\$ 90.00	125 Bishops Dr
U&O Inspection	\$ 90.00	249 Bishops Dr
U&O Inspection	\$ 90.00	256 Stanton Ct
Bldg Permits/Lot #8	\$ 3,796.00	LeNape
Fire Suppression Permit	\$ 1,250.00	Arbour Square
Bldg/Basement Permit	\$ 275.00	Hunters Ln

Bldg/Basement Permit	\$	195.00	10 Hunters Ln
Bldg/Sign Permit	\$	125.00	Arbour Square
HVAC Permit	\$	155.00	352 Danbury Ct
Reimburse/Fire Marshal Review	\$	70.00	31 Smithbridge
Reimburse/Eng/Sol Review	\$	5,748.00	LeNape Valley
Reimburse/Eng/Sol Review	\$	632.00	Arbour Squares
Reimburse/Eng/Sol Review	\$	335.50	240 Wawa Road
Fire Hydrant Reimbursement	\$	181.50	Madison Apartments
Fire Hydrant Reimbursement	\$	399.30	Darlington Woods
TOTAL	\$	333,660.14	

Fund Balances,

Certificates of Deposit Balance			
CD, 12 Month, @ 1.25% 6/30/2020	\$	45,085.90	Iron Workers Bank
EBond	\$	15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$	60,085.90	

General Fund Balance

			Source
PLGIT GF 06/30/2019 @ 2.20%	\$	883,342.13	PLGIT GENERAL FUND
Money Manager 06/30/2019 @ 1.75%	\$	9,471.36	Santander #4079
PLGIT GF/I-Class 06/30/2019 @ 2.33%	\$	300,000.00	PLGIT GENERAL FUND
Road Improv Fund 06/30/2019 @ 1.75%	\$	108,136.64	Santander #4060
Total Funds in General Fund	\$	1,300,950.13	

PA Liquid Fuels Fund Balance

Checking Account 06/30/2019 @ 2.20%	\$	102,256.06	PLGIT Acct #5116038
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Open Space Fund Balance

PLGIT/ I -Class 06/30/2019 @ 2.33%	\$	19,401.20	PLGIT Acct #5116056
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Fire Protection Fund Balance

Fire Protect Fund Check 06/30/2019	\$	1,694.22	BMT Acct #9579
	\$	1,694.22	

Expenditures

July Rent	\$	1,500.00	Chester Heights Fire Company
U&O Inspections	\$	450.00	Chester Heights Fire Company
Fire Safety Inspections	\$	115.00	Chester Heights Fire Company
Storage Rental	\$	224.72	Chester Heights Self Storage
Reimburse/240 Wawa Rd	\$	335.50	Catania Engineering Assoc, Inc
Reimburse/Old Quarry Knoll #59460	\$	152.50	Catania Engineering Assoc, Inc
SEO/Logtown Road	\$	122.00	Catania Engineering Assoc, Inc
Park Lawn Maintenance	\$	608.00	Scott's Lawn Service

Office Clean	\$	80.00	Brenda Martin Cleaning Services
Reimburse/Old Quarry Knoll	\$	2,534.50	Pete Rohana, Esq.
Reimburse/Brookfield	\$	4.50	Pete Rohana, Esq.
Reimburse/One Smithbridge	\$	3.00	Pete Rohana, Esq.
General Matters	\$	586.50	Pete Rohana, Esq.
General Matters	\$	1,116.50	Gerald Montella, Esq.
Reimburse/Rose Hill	\$	14.50	Gerald Montella, Esq.
Reimburse/240 Wawa Rd	\$	319.00	Gerald Montella, Esq.
Reimbur U&O Inspect/295 Stanton Ct	\$	90.00	Long & Foster
Various Bldg Permits	\$	2,205.58	Richard Jensen
2nd Qtr Stipend	\$	165.06	Richard Jensen
Fire Safety Inspections	\$	410.41	Richard Jensen
Arbour Square	\$	1,682.40	Richard Jensen
U&O Inspections	\$	401.49	Richard Jensen
Monthly Comp	\$	788.24	Larry Ward
3 Month Trash Pick Up	\$	87.00	Opdenaker
Phone/Office/Fire Marshal	\$	122.25	Windstream
Virus Software	\$	127.19	Norton
Tax Collector Compensation	\$	6,984.04	Maryann Furlong
Tax Collector PO Box	\$	80.00	Chester Heights Post Office
Newsletter Postage	\$	439.49	Hot Frog
Posts	\$	56.17	Facebook
Annual Payroll Fee	\$	689.00	Intuit
PECO TL	\$	67.83	PECO
PECO SL	\$	555.05	PECO
Office Supplies	\$	30.51	Office Basics
Turn Off St Thomas Flashers	\$	70.00	Charles A Higgins & Sons
Admin Assist	\$	1,262.54	Megan Killian
Monthly Fee	\$	45.00	Constant Contact
Copier Meter Usage	\$	97.13	Graffen
Office Expense	\$	56.17	Adobe
Monthly Comp	\$	713.76	Michael Ciocco
2nd Qtr Stipend	\$	165.06	Michael Ciocco
Monthly Maintenance	\$	273.17	Brandywine Valley SPCA
Memorial Day/Coffee	\$	29.66	Wawa
Quickbooks Software/3 yr	\$	646.55	Intuit
1st Qtr PA Payroll	\$	496.57	PA Dept of Rev
1st Qtr WC Payroll	\$	10.46	PAUC
941 Payroll	\$	4,050.84	EFTPS
Sec/Treas Compensation	\$	3,863.86	Susan Timmins
Copier/Scanner	\$	161.42	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	121.49	Aqua Pennsylvania

35 Hydrants@ \$36.30 per Hydrant	\$ 1,306.80	Chester Water Authority
Total Expenditures	\$ 36,518.41	

PA Liquid Fuels Fund Expenditures

Total Expenditures	\$ -
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Fire Protect Fund Expenditures

Borough Contribution	\$ -
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MOTION Upon motion (Cocozza/Agostinelli) council voted to accept the receipts and expenditures as submitted by the Secretary/Treasurer for June 2019.

FIRE MARSHAL Mike Ciocco reported that there was a mulch fire under a deck that damaged 3 homes at Madison. Mike Ciocco stated that he is not fully aware of who the owners of Madison are. There was a second fire at Wawa convenience store. Mike Ciocco stated the fire started in the back of the store where the cardboard crushing machine is. There was a lot of cigarette butts in that area on the ground. Mike Ciocco spoke to Wawa Corporate regarding the fire and the fact that there are no video cameras in the back of the store where the fire happened.

ROADMASTER/EMC Larry Ward reported that there were multiple trees that fell onto Valleybrook Road. Cleared a lot of PA One calls. There is a large tree on the south side of Walnut Hill Boulevard behind North American Office Complex. The tree is about 40 feet tall and 16 to 18 inches in diameter. The tree has not bloomed at all this year. The borough will reach out to the owner of the property.

SOLICITOR'S REPORT Solicitor Montella requested council to consider a motion to approve engaging Land Services USA Inc. in the amount of \$2,450 to obtain the necessary title insurance for the Strine Property that the borough has a pending agreement of sale.

MOTION Upon motion (Clarke/Goldberg) council approved the expenditures to Land Services USA Inc. in the amount of \$2,450.

ENGINEER'S REPORT **Extension Letter/31 Smithbridge Road-**

Matt Houtmann advised council that the current land development at 31 Smithbridge Road time clock is running out. The applicant has agreed to grant an additional 90 days for the borough to take action. Motion to extend to October 15, 2019

MOTION Upon motion (Clarke/Agostinelli) council voted to grant an extension for 31 Smithbridge Road for 90 days to October 15, 2019.

Old Quarry Knoll/Request for Approval of Agreements-

Matt Houtmann requested approval for various agreements regarding the Old Quarry Knoll:

- Development Agreement
- Improvement Security Agreement
- Intermunicipal Agreement
- Enclosed Surface Storm Water Facilities
- Co- Applicant Agreement
- Declaration of Covenants and Restrictions

MOTION Upon motion (Clarke/Agostinelli) council voted to approve the Development Agreement, Improvement Security Agreement, Intermunicipal Agreement & Enclosed Surface Storm Water Facilities Agreement regarding the Old Quarry Knoll Development.

MOTION Upon motion (Cocozza/Agostinelli) council voted to approve a conditional approval for the Co- Applicant Agreement & Declaration of Covenants and Restrictions contingent upon further review by the Borough Engineer Matt Houtmann and Borough Alternate Solicitor Pete Rohana.

SCHOOL DISTRICT/
EDU/TRAIN/LIBRARY Greg Chestnut reported that the library is a recipient of a 3 Scout Eagle Project that will begin sometime later this summer. Troops 9, 15 and 260 will be constructing a gazebo on the library property. One scout will be working on the walkway, one scout will be working on the concrete pad and one scout will be assembling an Amish built gazebo on the property. The Eagle Scouts will be doing all the fundraising for the projects. The Girl Scouts presented a library award last month. The Girl Scouts are proposing running a self-service pantry out of the library for people in need of food supplies. The Girl Scouts will staff and run the pantry on their own. Fundraising for the food pantry will come from the cookie sales.

FINANCE/INSURANCE No report.

NOMINATING/VACANCY **Zoning Hearing Board Solicitor Appointment-**

Councilwoman Agostinelli advised council that the nominating committee has met with potential nominees to be appointed for the Zoning Hearing Board Solicitor. Councilwoman Agostinelli nominated Chris Furlong as the Zoning Hearing Board Solicitor. Chris Furlong is a long-time resident of Chester Heights Borough.

MOTION Upon motion (Baum/Cocozza) council voted to appoint Chris Furlong as the Zoning Hearing Board Solicitor.

COMMUNICATIONS

President Baum reported on the following-

- SEPTA is presenting the final land development proposal for the station and garage to be built in Middletown Township on July 9, 2019. The presentation is open to the public and information can be found at: <https://middletowndelcopa.gov/>
- Borough sign is complete. Delivery of the sign will be the week of July 1, 2019 and installation of the sign will take place in the next week or two.

HIGHWAYS/
TRANSPORTATION

Councilman Goldberg reported that he will be meeting with Larry Ward to discuss the placement of the speed radar sign. Councilman Goldberg stated that he is hoping to have a recommendation by the next Work Session.

PLANNING/ZONING

Councilwoman Clarke reported that she attended the Planning Commission meeting on June 27, 2019. The minutes were approved from the May 23, 2019 meeting.

PUBLIC SAFETY/
ENVIRONMENT

No report.

PUBLIC UTILITES/
TRASH/RECYCLE

Councilman Goldberg stated that he is working on confirmations for the September 14, 2019 Recycling Event.

BOROUGH PROPERTY/
PARKS/OPEN SPACE

Trash Pick-Up Update-

Councilwoman Agostinelli reported that the borough recently switched the trash pick-up from Waste Management to Opdenaker. Opdenaker's fee is \$29.00 a month. Opdenaker provided the borough with a trash receptacle and unfortunately it was stolen. Opdenaker will not provide the borough with a replacement trash receptacle and in turn they are advising the borough to purchase a trash receptacle. Councilwoman Agostinelli informed council that a trash receptacle has been chosen and will be purchased.

Playground Rules/Park Use Signs-

Councilwoman Agostinelli stated that she has worked on new signage for the Playground Rules and Park Use Signs. Country Press issued proofs of the signs. There is wording that needs to be fixed on the signage.

ENGINEERING/
CONSTRUCTION/
INSPECTIONS

Councilwoman Clarke reported that Lenape Valley has sold 10 of their 15 homes and they are building their 11th spec home.

ORDINANCE/
CODE REVIEW No report.

OLD BUSINESS No report.

NEW BUSINESS No report.

PUBLIC COMMENT

GREG CHESTNUT
317 WILLITS WAY Mr. Chestnut informed council that he forgot to report on behalf of the Girl Scouts. Report can be found in the Library section of the minutes above. Mr. Chestnut inquired as to what is the Strine Property and where it is. President Baum informed Mr. Chestnut that the Strine Property is under agreement and it is 11 plus acres of vacant land located at Darlington Road and Baltimore Pike.

ADJOURNMENT Upon motion (Cocozza/Goldberg) council unanimously voted to adjourn the meeting at 7:58 p.m.

Land Development Dates

31 Smithbridge Road/S.B. Conrad – Submitted Plans 9/18/18, Reviewed Planning Commission 10/29/10 Extension – July 15, 2019

Respectfully Submitted,
Megan Killian
Recording Secretary