



**Minutes of the Work Session Meeting
Of the Borough of Chester Heights
The Village of Valleybrook – Clubhouse
265 Bishops Dr., Chester Heights, PA 19017
June 27, 2022**

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.

Members Present

Drew Baum, President
Laura M. Lim, Vice President
Natalie M. Anderson, Pro Tem
Marta Driscoll, Councilmember
Ginamarie Ellis, Mayor

Officials Present

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

EXECUTIVE SESSION

President Baum announced that there was an executive session to discuss personnel on June 9, 2022. There will be an executive session this evening to discuss matters of personnel real estate at the conclusion of the meeting.

Public Comment

Ron Surkin - Address Provided- Powell Property
Solicitor Montella advised Mr. Surkin the scheduled planning commission meeting was continued indefinitely due to borough and owner discussing interest borough has acquiring the property.

LeNape Valley Escrow Release #5:

Mr. Houtmann recommended council consider approval of Escrow Release #5 in the amount of \$88,485.00.
The Deed of Dedication for Miller Way has been recorded; the Maintenance Bond is in place, and proof of Storm Water Management O&M has been provided.

MOTION

Upon Motion, Council (Lim/Anderson) voted and approved the LeNape Valley Escrow Release #5 in the amount of \$88,485.00.

Any sewage issue and Sewer Authority responsibility was discussed.

Rose Hill Agreements:

Solicitor Montella presented council with two agreements for the Rose Hill Development.

Amended Stormwater Controls and Best Management Practices Operations and Maintenance Agreement for the Rose Hill Planned Community identified as Tax Folio #'s

06-00-00027-02	2 Rose Hill Way
06-00-00027-03	4 Rose Hill Way
06-00-00027-04	6 Rose Hill Way
06-00-00027-05	8 Rose Hill Way
06-00-00027-06	10 Rose Hill Way
06-00-00027-07	12 Rose Hill Way
06-00-00027-08	14 Rose Hill Way
06-00-00027-09	16 Rose Hill Way
06-00-00027-10	18 Rose Hill Way
06-00-00027-11	20 Rose Hill Way
06-00-00027-12	22 Rose Hill Way
06-00-00027-13	24 Rose Hill Way
06-00-00027-14	26 Rose Hill Way
06-00-00027-15	28 Rose Hill Way
06-00-00027-16	30 Rose Hill Way
06-00-00027-17	32 Rose Hill Way
06-00-00027-18	34 Rose Hill Way
06-00-00027-19	36 Rose Hill Way
06-00-00027-20	38 Rose Hill Way
06-00-00027-21	40 Rose Hill Way
06-00-00027-22	42 Rose Hill Way
06-00-00027-23	44 Rose Hill Way
06-00-00027-24	46 Rose Hill Way
06-00-00027-25	48 Rose Hill Way
06-00-00027-26	50 Rose Hill Way
06-00-00027-27	52 Rose Hill Way
06-00-00027-28	54 Rose Hill Way
06-00-00027-29	56 Rose Hill Way
06-00-00027-30	1 Rose Hill Way
06-00-00027-31	3 Rose Hill Way
06-00-00027-32	5 Rose Hill Way
06-00-00027-33	7 Rose Hill Way

Stormwater Controls and Best Management Practices Operations and Maintenance Agreement for 348 Lenni Road Tax Folio # 06-00-00027-35

MOTION Upon Motion, Council (Lim/Anderson) voted and approved the Amended Stormwater Controls and Best Management Practices Operations and Maintenance Agreement for the Rose Hill Planned Community Agreement and the Stormwater Controls and Best Management Practices Operations and Maintenance Agreement for 348 Lenni Road.

Lot A drawing to be noted of seepage bay to clarify homeowner responsibility or HOA responsibility

Public Comment <outside of public comment time>: Angie Hartje– address provided – stormwater. President Baum stated 348 Lenni Road would have its own system. Mr. Houtmann spoke of a centralized storm water basin plus 3 separate storm water basins/seepage bays, therefore multiple components to the stormwater management system

County Aid Resolution

Mr. Houtmann presented council with a resolution authorizing an application to the Delaware County Council for an allocation of the County Liquid Fuels Tax Funds for 2022 in the amount of \$594.00 to be used toward the 2022 Roadway/Street Improvement Program.

MOTION Upon Motion, Council (Baum/Lim) voted and approved Resolution #06-22-A authorizing an application to the Delaware County Council for an allocation of the County Liquid Fuels Tax Funds for 2022 in the amount of \$594.00 to be used toward the 2022 Roadway/Street Improvement Program.

Replacement of Village of Valleybrook Sewer Plant

Justin Buccilli, President of the Village of Valleybrook, and Walt Fazler with Bradford Engineering presented council with information concerning the sewer plant replacement. The expected completion date for the upgraded wastewater treatment plant is October 2022. The chlorine disinfectant system will be removed and properly disposed of. A screen is being added for trash/disposable material. Construction work and vehicles present for a 2 month projected project time. Budget was estimated as a 1 million dollar project.

Project has an existing separate All Risk Builder's Policy for the entirety of the construction beyond the basic plan. Once building permits are approved, the goal would be to start end of July assuming no supply chain issues, 2-3 month project, goal is operational by end of October.

Powell Property

<Solicitor Montella also spoke of some of these topics during public comment time and is documented as such above>

Solicitor Montella reported that on June 21, 2022 a letter was sent to the borough from the attorney representing the Powell Property. The letter shall constitute the granting of an extension of time to the Borough Council and the Borough Planning Commission to take any action upon the Application that may be required by the Municipalities Planning Code or the Borough Ordinances until such time that the Applicant notifies the Borough in writing to proceed with processing of the Application. The Delaware County Planning Department recommended disapproval of the Powell Property Zoning Application. There were no remarks or comments contained in the letter to the Borough.

New Email service update –

Mayor Ellis reported IT consultant (Frank) is in discovery phase of email migration, switching to Microsoft which has more retention policies and choices, archives that are more easily searchable, as well as faster and more cost effective. We have 4GB now and the new will include 50 GB for each user. \$7 or \$11 per month per user.

All Council members are requested to email Secretary Sue Timmons their source of email (such as Outlook or host webmail). IT will be contacted to verify that emails since Jan 2022 will be backed up. Contacts in Outlook may or may not carry over. Email administrator can access old emails from past employees or archives, as needed for right to know, etc. All past emails prior to Jan 2022 are archived on an external hard drive.

Rezoning application for Powell Property timeline – Solicitor Montella advised the Powell application will be scheduled before the Planning department of Delaware County and the Borough Planning Committee if the owner withdraws the extension. No set time period or date for rezoning amendment.

Natural Lands/Greenways – Borough was approved for \$50,000 grant, agreement with Natural Lands, VP Lim/Secretary Timmins heard from Anne Stouffer at Delaware County planning and have not yet received the contract, once we receive it Council will review, sign and send back to Delaware County to await the funds.

Family Fun Day update July 16, 2022 10-1 PM (July 23rd, 10-1 PM Rain Date):

Vice President Lim gave an update regarding Family Fun Day which will be held at Chester Heights Park. Secured bus shuttles to/from St Thomas, DJ, crafts, ice cream truck, games and prizes for kids. Fire Co is going to volunteer and help with traffic. Need volunteers (have 3 need 7 more).

9/11 Memorial Museum – Councilmember Anderson updated on the NYC Trip, Scheduled Thursday Oct 6, 2022, Bus company/Starr Tours needs \$250 deposit, \$109 per person including bus and entrance to the 9/11 museum. Trip is for maximum of 56 people and the break-even point for the trip for the borough will be reached with 40 participants. Motion needed for Starr Tours deposit for \$250. Events budget has funds as well to cover expenses.

MOTION

Upon Motion, Council (Baum, Lim) voted and approved \$250 check for Starr Tours as a deposit on the NY Trip.

Brookfield/Camp Meeting Update:

Mr. Houtmann referred to an updated punch list that was generated last fall and reissued it dated June 9, 2022, to update and see which work had been satisfied. Reported progress made since last fall and are actively replacing sidewalks.

Mr. Houtmann reported on the Camp Meeting sewer/water installation: Testing occurred last week, sanitary sewage passed several tests and several manholes failed the vacuum test. No requirement to re-excavate or expose sanitary sewer. Mr. Houtmann emailed Desiree Phillips of Camp Meeting today with results.

Desiree Phillips of Camp Meeting is meeting with Bates landscaping 10am on June 28th for a temporary fix while also looking into two companies for obtaining storm water management plans. When first phase was done the grounds were stable but not after the sewer and water installation.

Mr. Houtmann wants to be updated as the Camp Meeting meetings for stabilization continue.

Councilmember Driscoll inquired about the punch list of 30 unresolved issues, 13 additional issues and other partially satisfied issues and escrow. Councilmember Driscoll mentioned if the current escrow isn't sufficient, then in the developer's agreement it states we can request additional escrow from the developer. Mr. Houtmann responded that the developer is working on the punch list items.

ARPA Funded Projects –Lim/Houtmann

Mr. Houtmann gave an update on ARPA Funded Projects on Bonnie Lane, Valleybrook Rd project, MS4 Project Chester Creek/Rolling Heights, stream bank stabilization, borough property on Valleybrook Rd, and the Powell Property Wawa project - is no longer a viable option for ARPA funds. Recommendation made for council to allocate those funds by Dec 31, 2024 and spend by 2026.

Old Business: No Report.

New Business: Mayor Ellis reported she received a letter from Chief of Fire Co, requesting

commitment to the Fire Company's 75th celebration, will circulate an email with details, event is Oct 9.

Additional Period for Public Comment:

Justin Buccilli– address provided - can distribute flyers through Valleybrook for the 9/11 trip or other events

Eileen Lehmann – Address provided – Contact Darlington Woods Board via email with the NYC trip information. Walnut Hill Boulevard maintenance responsibility was addressed. Walnut Hill Utility requested the Borough enter into an oversight agreement, the Borough declined

Angie Hartje -address provided - Llewelyn Rd repaving and timeline

EXECUTIVE SESSION President Baum announced in accordance with the Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters regarding Real Estate and Personnel. Council met in Executive Session starting at 7:58 pm until 8:37 pm.

Motion to offer position to Amy Langa to fill open position at the borough office.

MOTION Upon Motion, Council (Lim, Anderson) voted and unanimously approved to offer Amy Langa to fill the Secretary position at the borough office.

ADJOURNMENT Upon Motion, Council (Lim, Anderson) voted and unanimously approved to adjourn the meeting at 8:37 pm.

Land Development Dates - 53 Baltimore Pike - Submitted - June 18, 2021, Planning Commission, Review August 26, 2021 - Extension May 9, 2022

Respectfully Submitted
Susan Timmins, Amy Langa
Secretary/Treasurer, Secretary