



BOROUGH OF CHESTER HEIGHTS
53 W Baltimore Pike 2nd floor
P. O. Box 658
Chester Heights, PA 19017
Regular Council Meeting Minutes
June 2, 2025, at 7:00 pm

Call to Order President Marta Driscoll called the meeting to order at 7 pm and led all those in attendance in reciting the Pledge of Allegiance.

Roll Call Marta Driscoll, President
Natalie Young, Vice President
Jeanne Montgomery, Pro Tem
Drew Baum, Councilmember
Philip Block, Councilmember
Timothy Hudak, Councilmember
Anne Searl, Councilmember Ellis, Mayor

Officials Present Kyle Miller Esq., Solicitor
Mike Kissinger, Engineer

Philip Block was sworn in by Mayor Ginamarie Ellis as a member of the Chester Heights Borough Council

Public Comment:

- **Justin Rosenbaum** discussed auto pool covers instead of fences, and recommended detailed requirements on setbacks and locations to minimize risks to children
- **Debbie Miller** introduced the new director of the Rachel Kohl library, Rayna Whitwright

Approval of Meeting Minutes

Regular Council Meeting Minutes for May 5, 2025

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved the Regular Council Meeting Minutes for May 5, 2025.

General Meeting Minutes for May 19, 2025

MOTION: Upon Motion, Council (Hudak | Montgomery) voted and unanimously approved the General Meeting Minutes for May 19, 2025.

Approval of Cash Disbursements – From May 6, 2025, through June 2, 2025

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved the General Fund cash disbursements in the amount of \$228,805.40.

MOTION: Upon Motion, Council (Hudak | Young) voted and unanimously approved the Liquid Fuels cash disbursements in the amount of \$3,778.51.

MOTION: Upon Motion, Council (Hudak | Young) voted and unanimously approved the disbursement of \$131,529.19.

ARPA Council reviewed balance sheet only

Secretary's Report:

- The office staff completed the Rental Inspection Program training
- The borough received \$260,000 for the LSA and DCE grant
- The payment of \$450,000 was addressed incorrectly to the Tax Collector instead of the borough, that payment will be submitted again and addressed to the borough
- The borough has not received the ARPA grant for the park extension
- There were complaints about the berms in Rose Hill
- The public meeting for the park plan will be held June 30th at 6:30 pm at the borough hall
- A special thank you to Scott's Lawn Service for donating the petunias and for the Boys and Girls Scouts for planting them at the Memorial Park
- Springfield Tree completed an evaluation of the work that needs to be done at the community park.
- It will cost \$1,600 to complete the work needed at the community park
- The sign to address trespassing issues at the park will cost \$300
- Council agreed to add park signage to next meeting's agenda for a formal vote

Solicitors' Report:

- Work is underway on a "Right to Know" request
- The Solicitors are collaborating with Engineer Mike Kissinger on finalizing the steep slope ordinance
- Work on the Historical Preservation Ordinance is underway compiling a list of properties
- A resolution is prepared to extend "Declaration of Disaster Emergency" due to Prospect Crozier closure.

Engineer's Report:

- There is a berm behind Rose Hill that got larger, and it will be trimmed back down
- Pennoni is working on the steep slope ordinance with the Solicitors
- Mike Kissinger is working on land disturbance permits, stormwater permits, and inspections
- Walnut Hill Utility completed their report, but Pennoni has not received it
- Mike Kissinger is monitoring the sanitary sewer project on Smithbridge Rd.
- The Smithbridge sewer project is scheduled to be completed by September of 2026
- Mike Kissinger will follow up on the timing of the traffic light on Valleybrook Rd. and Rte. 1

Road Master's Report:

- Road Master Larry Ward is scheduled to attend a meeting with the county next week
- There is a pothole on Smithbridge Rd. that needs attention
- There is concern about the timing of the traffic light on Valleybrook Rd. and Rte. 1

Fire Marshal Report:

- The single home fire safety inspections are almost complete
- The Fire Marshal will create a list of residents with outstanding fire safety inspections for Council to review at the next meeting and decide on the next steps

BCO/Zoning Officer Report:

- Routine matters

Committee Reports:

Finance and Administration: No report

Community Engagement:

- Debbie Miller from the Rachel Kohl library discussed the summer children's events at the library at begin June 23rd
- The library is offering a survey for residents to complete to get input on what the community needs from the library
- The Memorial Day event was a success and a special thank you to Mayor Ginamarie Ellis for opening the ceremony.
- The Peony tour and vase event were well attended
- There will be an armchair travel event to South Korea that will have food and information
- The Community Engagement Team will meet to discuss October 4th Community Day

Public Safety:

- Councilmember Timothy Hudak reviewed the Fire Chief's Report and the Chester Heights Fire Company upcoming events
- Last month there were 24 calls made in the borough: 7 building responses, 5 automatic fire alarms, 4 medical assists, 3 gas leaks, and 2 cover assignments
- There were 12 calls in Chester Heights, 4 calls in Upper Chichester, 3 calls in Thornberry, 2 calls in Concord, and 1 call in Parkside, Brookhaven, and Chester Township.
- Councilmember Timothy Hudak and President Marta Driscoll gave a special thank you to the CHFC for the invitation to experience their live burn at the West Chester Fire Training Center
- Upcoming events include the Fire Company meeting on June 5th, June 12th and 19th high rise fire operations, and on June 26th engine operations

Infrastructure and Public Works: No report

Mayor's Report:

- Mayor Ginamarie Ellis presented historical information about Chester Heights landmarks from a 1976 newspaper article

- Mayor Ellis discussed that historic markers were placed at sites around the borough unfortunately those markers are no longer at the historic sites
- Mayor Ellis noted that in 2022 Councilwoman Laura Lim and Councilwoman Anne Searl provided additional historic signs for homes
- A second article from 1977 discussed the history of Valleybrook homes
- It was reported that the flag at DiSalvo park was replaced after it was lost in a windstorm

Old Business:

Consider Motion – Resolution #2025.06.A Extending the Declaration of Disaster Emergency

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved Resolution #2025.06.A extending the Declaration of Disaster Emergency

Initiate and Update the Fee Schedule:

- Council will revisit the discussion about initiating and updating the fee schedule at the June General Meeting

Transparency:

- Vice President Natalie Young discussed improving meeting structure by discussing items in one meeting before voting in the next meeting
- Improving meeting structure will help the public better prepare for the public comment portion of the meetings
- Council agreed to try to build in more time between introduction of topics and voting

New Business:

- PECO will begin utility work at Madison from June 9th through September

Public Comment:

- Justin Rosenbaum expressed not having clarity about the Zoning Officer discussion being moved to Executive Session
- Dr. Om Amin discussed placing a sign to prevent trespassing through his property to access the community park
- Bernie Miller discussed the Peony event and thanked the office staff for their help in setting up for the event
- Eileen Lehmann discussed home inspections for dryer vents
- Councilmember Drew Baum discussed having increased police presence at Valleybrook and Route 1
- Councilmember Timothy Hudak will follow up with the State Police to increase coverage at Valleybrook Rd. and Rte. 1

Adjournment: Upon Motion, Council (Hudak | Block) voted unanimously to adjourn the meeting and enter Executive Session at 8:02 pm

EXECUTIVE SESSION IMMEDIATELY FOLLOWED REGULAR COUNCIL MEETING. In Accordance with the Sunshine Law – Council met to discuss legal matters regarding pools, fencing, and as-built plan requirements No motions were made during the Executive Session. Council reentered the public meeting.

MOTION: Upon Motion, Council (Young | Block) voted and unanimously approved to draft a letter addressing the concerns regarding the construction of pools and stating the next steps in resolving the concerns.

Adjournment: Upon Motion, Council (Young | Block) voted to adjourn the meeting at 8:52 pm.

Respectfully submitted,
Christiana Barbour