



BOROUGH OF CHESTER HEIGHTS

53 W Baltimore Pike 2nd floor

P. O. Box 658

Chester Heights, PA 19017

REGULAR COUNCIL MEETING MINUTES

March 6, 2023

Call to Order Vice President Lim called the public meeting to order at 7:02pm and led those in attendance in the reciting of the Pledge of Allegiance.

Members Present Laura M. Lim, Vice President
Bob Adams, Councilmember
Susan Clarke, Councilmember
Marta Driscoll, Councilmember
Robert Sacks, Sr. Councilmember
Ginamarie Ellis, Mayor

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

Amended Agenda Agenda was amended to reflect two matters for Executive Session. Powell Property purchase/acquisition remains on Agenda and Agenda amended to add potential litigation regarding 19 Smithbridge Road.

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved the Amended Agenda to reflect two matters for Executive Session. Powell Property purchase/acquisition remains on Agenda and amended to add potential litigation regarding 19 Smithbridge Road.

Executive Session Vice President Lim announced in accordance with Act 84 - the Sunshine Law, that Council met in Executive Session from 6:00pm-6:15pm to discuss potential litigation related to 19 Smithbridge and from 6:20pm-6:53pm to discuss the acquisition of the Powell Property located along Valleybrook Road.

No motion was made after executive session.

Public Comment

Sarah Gibbons – address provided – Director of Family Support Line, introduced herself and Nicole Snyder, Development Officer, future third floor neighbors, National Children’s Alliance, Family Advocates.

Danny George – address provided – Brookefield HOA, handout on requests, bus stop improvements, punch list items, additional items requested to be addressed. Councilmember Adams requested a timeline.

Patrick McFadden – address provided – reported on a Westlake resubmission, Councilmember Clarke stated it needs to be conditionally approved by Planning Commission before Borough reviews and considers approval. Delaware County Planning Commission approved. 42 comments after submission and project is progressing with 3 main items remaining.

Approval of February Meeting Minutes

February 6, 2023, Regular Council Meeting Minutes

MOTION Upon Motion, Council (Clarke, Sacks) voted and unanimously approved the February 6, 2023, Regular Council Meeting Minutes.

February 21, 2023 Work Session Meeting Minutes

MOTION Upon Motion, Council (Clarke, Driscoll) voted and unanimously approved the February 21, 2023, Work Session Meeting Minutes.

Approval of General Fund and Liquid Fuels Fund February 7, 2023 – March 6, 2023

Cash Disbursements

General Fund \$44,983.66

MOTION Upon Motion, Council (Sacks, Clarke) voted and unanimously approved cash disbursements in the amount of \$44,983.66 for the General Fund February 7, 2023 – March 6, 2023.

Liquid Fuels Fund \$1,482.03

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved cash disbursements in the amount of \$1,482.03 for the Liquid Fuels Fund February 7, 2023- March 6, 2023.

Balance sheets were included. No Fire Protection Funds or ARPA Funds were dispersed.

Correspondence

Mayor Ellis

- Read the January and February State Police Report, homicide case is still open
- Troop K Camp Cadet update
- A volunteer has been assigned as Easter Bunny for the Easter Egg Hunt

Inspector's Reports

- Building Inspector/Zoning – no report
- Fire Marshal report on file. 9 incidents, mainly cooking incidents. Reported on chimneys and flutes for fire prevention.
- Sewage Enforcement
- Road Master/EMC – Road Master Ward completed routine matters and PA 1 calls. Hazard Mitigation Resolution needed.

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved Hazard Mitigation Resolution 03-23-A.

A Zoning Hearing for 2 Ivy Lane is scheduled for March 9, 2023, at 7pm, at the Borough office. It may be continued.

Solicitor's Report

RATIFY MOTIONS from the February 21, 2023 Work Session

RATIFY MOTION Upon Motion, Council (Clarke, Sacks) voted and ratified the Motion to Amend February 21, 2023, Agenda to include Historic Preservation Ordinance overview and Western Suburbs Trails Summit Report.

RATIFY MOTION Upon Motion, Council (Adams, Sacks) voted and ratified the Motion for Resolution 02-23-B Fee Schedule.

RATIFY MOTION Upon Motion, Council (Clarke, Sacks) voted and unanimously approved for

full time employees to receive 10 days paid time off.

RATIFY MOTION Upon Motion, Council (Driscoll, Adams) voted and unanimously approved to request our insurance coverage extended one additional month at the same rate, for time for review.

RATIFY MOTION Upon Motion, Council (Clarke, Sacks) voted and unanimously approved for EMC Ward (Transportation Committee Member) and Recording Secretary Langa to attend the 2nd Quiet Zone preliminary meeting at the Lenni railyard.

RATIFY MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved Resolution 02-23-C Llewelyn Road Planning Module.

RATIFY MOTION Upon Motion, Council (Clarke, Sacks) voted and unanimously approved to approve IT work to include the hard drive device and labor not to exceed \$1000.00.

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved Resolution 03-23-B recognizing April 2023 as PA Safe Digging Month which includes notifying 811 on intent to dig.

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved Resolution 03-23-C Department of Conservation and Natural Resources grant towards Powell Property Acquisition.

Engineer's Report

Mr. Houtmann reported the Valleybrook culvert start date is Monday, March 27, 2023. Estimated time of shut down is approximately one week. PennDOT approved the detour and will provide signage. Detour will be Bodley Road and Llewelyn Road. State will also fix a separate area of missing road surface on Valleybrook. A detour map was requested to post for residents.

Mr. Houtmann reported the Bodley Rd/Valleybrook bridge is maintained by state, not County a report to PA State bridge engineer.

After culvert fix, projects include storm sewer near Madison Apartments along Valleybrook Road and Baltimore Pike. 9 Highland Drive concrete box has cracked and will be addressed, as well as addressing Wawa Bridge abutment wall. Estimates were given.

Mayor's Report

No report

Committee Reports

School District/Education/Training/Library

Chair Marta Driscoll, Members Clarke, Miller, Chestnut

The library received the Keystone Grant which will be used for the Children's Library expansion. Estimated to be a 2-year project. Library is seeking local presenters. There is Mini Art show on April 3. Storytime scheduled daily and Lego Club on March 17th at 3:30pm. More events are listed on the Kohl Library website.

The High School Drama Club presented the Anything Goes Performance. The GV High Q team won their championship. Garnet Valley was chosen as international technology exemplar school district in the Philadelphia region. GVSD has had to address pet cleanup on the school facilities.

Finance/Insurance

Chair Laura M. Lim, Members Anderson, Timmins

Capitol Gain recommendations will be readdressed at the April 3, 2023 Regular Council Meeting. Consideration of creating a Municipality Capital Sub-Committee to consider a

permanent home for the Borough vs renting. Larry Ward and Paul Wehmiller have shown interest in becoming committee members. Cyber Security insurance to be addressed in 2023-2024.

MOTION Upon Motion, Council (Adams, Sacks) voted and unanimously approved \$17,658 annual for Borough Insurance plus \$2420 annual to total \$20,078 annually.

MOTION Upon Motion, Council (Adams, Driscoll) voted and unanimously approved the expense to have an outlet installed and designated to the office copier.

2022 Statement of Financial Interest forms are due May 1, 2023.

- **Fire Protection Fund Subcommittee**
Chair Drew Baum, Member Lim
No report, will report quarterly.

Nominating Vacancy

Chair Bob Adams, Member Baum
No report.

Communications/Public Relations

Chair Ginamarie Ellis, Members Lim, Sacks
Spring newsletter was submitted.

Mayor's Event Committee

Chair Ginamarie Ellis, Members Anderson, Sacks
Ribbon cutting ceremony procedures discussed and will take place ahead of the Work Session meeting, March 20, 2023, at 6pm.

4th Annual Easter Egg Hunt is scheduled for March 25, 2023. 1500-2000 eggs to be filled, 11:15am Bunny, 12:00pm sharp egg hunt. Fire Department will help with parking at Wilson's.

Historical Committee

Chair Susan Timmins, Members Anderson, Ieradi, Searl
Effort to mail historical property homeowners notice of proposed Historical Ordinance.

Planning/Zoning

Chair Susan Clarke, Members Adams, Baum
Planning Commission met last month, February 23, 2023. No motions were made.

- **Comprehensive Planning Sub-Committee**
Chair Susan Clarke, Members Baum, Driscoll, Mayor Ellis, Chris Leiser, John Lesky, Larry Paoletta Jr., Ron Surkin, Fred Wood
This committee is working on developing an RFP for a third party to assist with an update to the Comprehensive Plan. Next Comprehensive Planning Committee meeting is Wednesday, March 15, 2023 at 6:30pm.

Engineering/Construction/Inspections

Chair Susan Clarke, Members Adams, Baum
No report.

Ordinance/Code Review

Chair Susan Clarke, Members Baum, Driscoll, Ellis
Proposed Historical Ordinance discussed under Historical Committee. Next Ordinance/Code Review Committee meeting March 28, 2023, at 6:00pm. Upcoming topics to discuss are Accessory Building Ordinance, Historical Preservation Ordinance, Contractor Registration Ordinance, and Steep Slope Ordinance.

Public Safety/Environmental

Chair Bob Adams, Members Baum, Sacks

No report

Borough Property/Parks/Open Space

Chair Drew Baum, Members Lim, Sacks

Chester Heights Community Park Walking Trail: DCED has a scheduled meeting March 16, 2023, to determine if \$47,000 grant will be allotted. Borough is applying for 2023 AARP Community Challenge Flagship Grant due March 15, 2023 and requested letters of support. Funds would be allocated for use at Darlington Creek Park.

Highways/Transportation

Chair Robert Sacks, Member Ward

February 24, 2023 Quiet Zone meeting occurred at the Lenni Railyard at 10am. Train horns need to be tested every 24 hours, currently being tested between 11-5am. Ditch lighting needs activated along with horn sound. SEPTA will attempt to change train horn testing to 9pm-1am. Trains travel at 45mph through the Lenni Crossing.

Public Utilities/Trash/Recycling

Chair Laura M. Lim, Members Anderson, Driscoll, Ellis

No report.

Old Business

Escrow Release request for \$1,674.25 for 31 Smithbridge from 2018-2020, all professional invoices paid.

MOTION Upon Motion, Council (Clarke, Sacks) voted and approved escrow release request in the amount of \$1,674.25 for 31 Smithbridge, SB Conrad, Inc. Councilmember Driscoll opposed.

New Business

Councilmember request for office access as well as copier access during meetings.

Additional period for Public Comment

1. Eileen Lehmann – address provided – Darlington Woods fireplace topic, suggestions for library.

Upcoming Meetings

Next Committee Meeting - March 13, 2023, at 6:30pm (if needed)

Next Comprehensive Planning Committee Meeting - March 15, 2023, at 6:30pm.

Next Work Session - March 20, 2023, at 7pm. Ribbon Cutting Ceremony at 6:00pm.

Next Ordinance/Code Review Committee meeting - March 28, 2023, at 6:00pm.

Next Regular Council Meeting - April 3, 2023, at 7:00pm.

ADJOURNMENT

MOTION Upon Motion, Council (Clarke, Adams) voted and unanimously approved to adjourn the meeting at 8:40pm.

Land Development Dates

8 Smithbridge, Plans submitted - October 3, 2022, Planning Commission Review - October 27, 2022, Extended on January 23, 2023, until April 23, 2023.

Westlake Plastics, Plans submitted - January 26, 2023, Planning Commission Review – January 26, 2023, Planning Commission review February 23, 2023, extension needed April 26, 2023.

Respectfully submitted,
Amy Langa
Recording Secretary