



BOROUGH OF CHESTER HEIGHTS

53 W Baltimore Pike 2nd floor
P. O. Box 658
Chester Heights, PA 19017
Work Session Meeting Minutes
May 20, 2024, at 7:00 pm

Call to Order President Driscoll called the meeting to order at 7:00 PM and led all those in attendance in the reciting the Pledge of Allegiance.

Roll Call Marta Driscoll, President
Natalie Young, Vice President
Jeanne Montgomery, Pro Tem
Natalie Anderson, Councilmember
Drew J. Baum, Councilmember
Anne Searl, Councilmember

Officials Present Alex Baumler, Esq., Solicitor
Kyle Miller, Esq., Solicitor
Michael Kissinger, PE, Engineer

Public Comment: No Report

Solicitor's Report: Business Privilege Tax Refunds

The ordinance to repeal the Business Privilege Tax will be presented at the next council meeting. The refund process will proceed by notifying the affected businesses. The businesses will be responsible for submitting a formal request in order to receive a refund of that money.

479 Valleybrook

The developer's financial security and stormwater agreements were submitted. The developers will begin the process to get permits approved within the coming month.

Ordinance No. 218

An Ordinance of the Borough of Chester Heights, Delaware County, Pennsylvania, amend part II: General Legislation, Chapter 97 "Fire Prevention" to the Borough of Chester Heights code of Ordinances to adopt pursuant to the Pennsylvania Construction Code Act, the 2018 International Fire Code applicable in the Commonwealth of Pennsylvania: Repealing all inconsistent ordinances, or parts thereof in conflict therewith: and providing for a severability clause and an effective date.



MOTION

Upon Motion, Council (Young | Searl) voted to approve Ordinance No. 218 to amend part II: General Legislation, Chapter 97 “Fire Prevention”.

Engineer’s Report: Brookfield Escrow Release

The applicant originally posted financial security for \$1,222,731.37 of site improvements. The applicant was previously granted four (4) escrow releases, the last one in September 2016, totaling \$1,004,129.42. The balance remaining is \$218,601.95

The balance remaining includes:

\$42,320.00 for Asphalt Paving

\$35,305.00 for landscaping

\$23,910.00 Street Lights

\$119,486.70 for Engineering a Contingency

Valleybrook Homes LLC has agreed to pay \$6,668.00 to the Brookfield Homeowners’ Association in lieu of installing the gazebo.

The Borough has 14 days to release the escrow in the amount of \$218,601.95.

Old Quarry Knoll Escrow Release

A request was submitted for the second escrow to be released in the amount of \$171,844.35. There was also a request for Stormwater Bed #1 to be released along with some of the funds for landscaping.

MOTION

Upon Motion, Council (Young | Searl) voted to approve the release of \$171,844.35 for Old Quarry Knoll contingent upon the confirmation that taxes have been paid to the Borough and can be revised if taxes need to be withheld.

Resolution #2024.05. A – A Resolution of the Borough of Chester Heights, Delaware County approving an application for a Greenways, Trails, and recreation program (“GTRP”) Grant in the amount of \$250,000.00 from the Commonwealth Financing Authority for acquisition of land for use as a passive public park and designating officials to execute documents and agreements thereto.

MOTION

Upon Motion, Council (Young | Searl) voted and approved Resolution #2024.05. A. A Resolution of the Borough of Chester Heights, Delaware County approving an application for a Greenways, Trails, and recreation program (“GTRP”) Grant in the amount of \$250,000.00 from the Commonwealth Financing Authority for acquisition of land for use as a passive public park and designating officials to execute documents and agreements thereto.

Old Business

Potholes

A.F. Damon, Inc. submitted a proposal to repair the pothole on Walnut Hill Boulevard in the amount of \$2,500.00.



MOR Construction Services, Inc. submitted a proposal to repair the pothole on Matson Road Bridge in the amount of \$7,200.00.

MOTION

Upon Motion, Council (Young | Anderson) voted and approved the repairs in the amount of \$2,500.00 for Walnut Hill Boulevard with A.F. Damon and for MOR Construction in the amount \$7,200.00 for the repair of Matson Bridge.

Valleybrook Road – Pillar update

A letter will go to the homeowner containing information regarding the right of way.

New Business

Robyn Jeney – Consider Adopting Resolution 2024.05 A

Robyn Jeney suggested that we reapply for the GTRP grant in the amount of \$250,000.00 by updating last year's application. She requested a resolution to submit the application.

MOTION

Upon Motion, Council (Young | Searl) voted and approved to adopt resolution 2024.05 a for the Greenway Trails recreation program application.

Consider Motion – To purchase a projector

Purchasing a projector will limit the use of paper and streamline information that is presented during meetings. Along with the projector we will need to purchase a screen. There is a budget of \$250.00 which includes tax for the projector and screen.

MOTION

Upon Motion, Council (Young | Searl) voted and approved to purchase projector with screen, not to exceed \$250.00 plus tax.

Additional Period for Public Comment: No Report

ADJOURNMENT: Upon Motion, Council (Young | Searl) voted unanimously to adjourn the Work Session Meeting at 7:36 p.m.

Land Development Dates:

479.Valleybrook Road: Plans Received 01.02.2024, Plans reviewed 01.25.2024, Revised Plans received 02.08.2024, Revised Plans 02.12.2024 (incomplete), DCPC Ltr Received 02.20.2024, Extension Letter 06.01.2024, Revised Plans Received 03.11.2024, Presented to Council 04.15.2024, Preliminary Plans approved 05.06.2024.

Recording Secretary,
Christiana Barbour