



BOROUGH OF CHESTER HEIGHTS

53 W Baltimore Pike 2nd Floor
P. O. Box 658
Chester Heights, PA 19017

WORK SESSION MEETING MINUTES

May 22, 2023

Call to Order President Baum called the public meeting to order at 7:13pm and led those in attendance in the reciting of the Pledge of Allegiance.

Members Present Drew Baum, President
Laura Lim, Vice President
Natalie Anderson, Pro Tem
Marta Driscoll, Councilmember
Robert Sacks, Sr. Councilmember
Ginamarie Ellis, Mayor

Officials Present Gerald C. Montella, Esq., Solicitor
Matthew R. Houtmann, P.E., Engineer (present for Executive Session and second half of Work Session)

Executive Session President Baum announced in accordance with Act 84 - the Sunshine Law, that Council met in Executive Session from 6:02pm – 6:30pm to discuss potential litigation related to Zoning Hearing for 19 Smithbridge, from 6:30-6:42pm to discuss matters related to personnel including (1) consideration of an HR consultant providing municipal managerial consulting services (2) consideration of the appointment of an alternate inspector and/or zoning officer and (3) consideration of part time services for recording secretary and/or open records officer.

No motion was made after executive session.

Public Comment:

1. Danny George – address provided – discussed need for bus stop enclosure for the Brookefield Community. Matt Houtmann provided a drawing for the portion on Council property. There is a need for an easement between HOA and Borough. Solicitor needs a plan and legal metes and bounds.

Rose Hill Development/Developer Update

Mike Ciocco, project engineer, presented Rose Hill updates for Ray/Steve Iacobucci. Rose Hill townhomes were originally planned with varying widths and Developer seeking to have the townhomes all 28 foot wide. D.R. Horton will build and Iacobucci will stay on as Developer. The 28 ft plan was approved but never recorded and will do so now. Solicitor Montella stated development agreement remains with Rose Hill/Iacobucci. Escrow remains same. Still within time restrictions.

Builder comment, Jesse Carpino– one row or two will be built first before the model is constructed.

Designation of zoning officer/Catania and Review updated UCC Codes

MOTION Upon Motion, Council (Lim, Sacks/Driscoll) voted and unanimously approved to designate Catania Engineering Inc, as the Borough BCO and zoning officer.

Review of updated UCC Codes as it pertains to Use and Occupancy permits.

Solicitor's Report

MOTION Upon Motion, Council (Baum, Lim/Sacks) voted and unanimously approved agreement of sale between Lorraine Powell and the Borough for 40.2 acres of the Powell Property located at 229 Valleybrook Road, whereas President of Council will execute said agreement.

Status Update of Delco Greenways Planning Grant

President Baum spoke with Ann Hutchison and the Borough will need to form a resident steering committee for the Greenways Planning Grant and this process moves forward with the agreement of sale of the Powell Property with an estimated start of September.

Finance update

- Consideration of approval for hiring an HR Consultant as was discussed in Executive Session.

MOTION Upon Motion, Council (Baum, Sacks) voted and unanimously approved to hire Maryann Furlong as a consultant to provide municipal managerial consulting services to the Borough in the amount not to exceed \$4000 and who shall not have any supervisory or overall responsibility for implementation or administration of any agreement related to the services and adhere to the duties listed in the updated statement of work dated May 22, 2023.

- House Bill 1128 regarding PennDOT fixing borough roads vs township roads. Councilmember Lim had corresponded with Representative Craig Williams' office and Congresswoman Scanlon regarding PennDOT maintenance on Borough roads vs Township Roads. In response, Rep. Craig Williams's office reported a House Bill now with 9 co-sponsors to amend the state highway law to require that PennDOT maintains all surface and subsurface and drainage to qualifying Boroughs. This legislation would help more than 300 Boroughs but included a limit to a population of 2500. Councilmember Driscoll mentioned Bill 489 did not include the limit of 2500 residents.
- AARP projects – no update
- 2022 DCED Annual Audit and Financial Report
Overall positive report after DCED annual audit. \$33,900 allotted for the walking trail from Land Development Agreement at the Community Park was inadvertently listed as liability instead of revenue and has since been corrected.
- Review of issues impacting Permit Costs with the change in provider.
Council discussion on permits started by our inspector. Councilmember Driscoll inquired about any outstanding fees we still owed the inspector for any open permits.
- Premier Payroll Proposal as we currently use Quickbooks. Premier will do payroll and cBiz 401/457 allotments, as well as W2's. Direct Deposit will now be offered. Quickbooks currently costs \$650 plus workload and Premium Payroll will be \$2000.

MOTION Upon Motion, Council (Lim, Baum) voted and unanimously approved to purchase Premier Payroll up to \$2000 as Quickbooks Payroll expires June 2, 2023.

Update on the Status of the St. Thomas Demolition Permit

Solicitor reported BCO official has all the information needed and will be approving the demolition permit. Demolition work is expected at the end of the school year. President Baum stated that according to the UCC, a permit for a residential building has to be approved or denied within 15 business days.

Public Comments occurred and permitted during this Agenda topic.

Mark Wilcox – address provided – St Thomas demo topic

Lori Salucci – address provided – St Thomas demo topic

Pat McFadden – address provided – St Thomas demo topic

Patrick Halley – address provided – St Thomas demo topic

Fred Glesner – address provided – St Thomas demo topic

Trish Glesner – address provided – St Thomas demo topic

Parks

DiSalvo Park Update – water hookup installed for soaking hoses and flower bed. On Borough property are 8 dead ash trees that need to be removed. The removal cost will be \$10,850. \$26,000 is available but also needs to cover water hookup and invoices.

MOTION Upon Motion, Council (Baum, Anderson) voted and unanimously approved \$10,850 expense to remove 8 dead ash trees and stumps located on Borough DiSalvo Park.

Community Park – Walking trail will have funds allotted

Darlington Creek Park – no update

Public Comment:

No comments at this time. Comments were permitted during the update on the status of the St. Thomas Permit.

Upcoming Meetings:

May 24, 2023 7pm: ZHB 415 Valleybrook Rd

May 24, 2023 7pm: ZHB 19 Smithbridge

May 25, 2023 7pm: Planning Commission meeting (if needed)

May 30, 2023 7pm: ZHB 8 Smithbridge Rd

June 1, 2023 6:30pm: Comprehensive Planning Committee Meeting/RFP

June 5, 2023 7pm: Regular Council Meeting

ADJOURNMENT: Upon Motion, Council (Lim, Sacks) voted and unanimously approved to adjourn the meeting at 8:26pm.

Land Development Dates:

8 Smithbridge Rd, Plans submitted October 3, 2022, Planning Commission Review - October 27, 2022, extended on January 23, 2023, extended April 17, 2023 until July 22, 2023.

Rose Hill S/D – Submitted Jan 24, 2021, extension needed July 2024.

Respectfully submitted,
Amy Langa
Recording Secretary

