



**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
The Village of Valleybrook – Clubhouse
265 Bishops Dr., Chester Heights, PA 19017
May 2, 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
Bob Adams, Council Member
Susan Clarke, Council Member
Robert Sacks, Council Member
Ginamarie Ellis, Mayor

Officials Present Matthew R. Houtmann, P.E., Engineer

Amended Agenda President Baum requested a motion to approve the amended agenda.

MOTION Upon Motion, Council (Anderson/Lim) voted and unanimously approved the amended agenda.

EXECUTIVE SESSION President Baum announced that there will be an executive session to discuss matters of real estate at the conclusion of the meeting.

Public Comment: Councilmember Clarke – 384 Lenni Road – 344 Valleybrook Road

Approval of April Meeting Minutes

April 4, 2022, Regular Council Meeting Minutes

MOTION Upon Motion, Council (Lim/Adams) voted and unanimously approved the April 4, 2022, Regular Council Meeting Minutes.

April 25, 2022, Work Session Meeting Minutes

MOTION Upon Motion, Council (Anderson/Adams) voted and unanimously approved April 25, 2022, Work Session Meeting Minutes.

Approval of General Fund & Liquid Fuels Cash Disbursement 4/5/22 through 5/2/22:

General Fund Cash Disbursement \$ 33,690.10
Liquid Fuels Fund Cash Disbursement \$ 689.44

MOTION Upon Motion, Council (Lim/Baum) voted and unanimously approved the General Fund and the Liquid Fuels Fund Cash Disbursements.

Correspondence: Mayor Ellis reported the following:

- Correspondence from the U. S. Census Bureau regarding a survey
- A thank you letter from CRC Watershed for supporting their largest annual stream clean up
- Chester Heights Fire Company will be hosting a community CPR and AED class and requested council to forward this information
- Received an email from a concerned St. Thomas School parent with regards to an almost accident due to a driver ignoring the school speed limit signs and asked for assistance in looking for solutions

Inspector's Reports

Building Inspector - No report

Fire Marshal Mayor Ellis reported the following for the April Fire Marshals Report:

- There were three fire-related incidents in April. All were AFA (automatic fire alarms). Causes ranged from cooking and workmen repairing systems.
- Assisted residents with address verifications
- Assisted an individual with a land purchase in Chester Heights.

Mayor Ellis reported the following for the April Fire Company Activity Report:

- 7 - Building Responses
- 6 - Automatic Fire Alarms
- 3 – Cover-Up
 - 1 – Accident

- 5 Calls In 71
- 4 Calls In 59
- 3 Calls In 66
- 2 Calls In 10
- 1 Call-In 73, 64, 82

- 5/5 – Company Meeting/Work Night
- 5/12 – Tech Rescue Awareness – Bucks 18:30
- 5/15 – Live Burn @ West Chester W/ 46
- 5/19 – Tech Rescue Awareness – Bucks 18:30
- 5/26 – Tba
- 5/30 – Memorial Day Activities – 08:00
- Upcoming... water rescue emergency response 6/4 and 6/5

Sewage

Enforcement - No report

EMC Roadmaster Ward reported on the following:

Roadmaster - Working on PA 1 Calls

- Reported a fallen tree on Wawa Road
- Reported that the Radar Speed Sign on Valleybrook Road and Peters Lane has been damaged and not working and requested council for a motion to purchase a new sign not to exceed \$3,000.00.

MOTION Upon Motion, Council (Sacks/Anderson) voted and unanimously approved the purchase of a new radar speed sign not to exceed \$3,000.00.

Solicitor Reports

President Baum requested council to consider approval to ratify motions that were approved at the April 25, 2022 Work Session on the following:

Resolution # 04-22-A/Mileage Resolution

MOTION Upon Motion, Council (Lim/Anderson) voted and unanimously approved to ratify Resolution # 04-22-A

Ordinances # 211, 212, 213 Sewer Ordinance – Chapter 149-4 was approved with revisions: 149-4 (4)

MOTION Upon Motion, Council (Sacks/Lim) voted and unanimously approved to ratify Ordinances # 211, 212, 213 Sewer Ordinance – Chapter 149-4 was approved with revisions: 149-4 (4)

To approve funds to be paid out of the ARPA Account for the zoom moderator in the amount of \$200.00 and the Heather Lane Inlet Repair work to be done by DeRosa Excavating in the amount of \$4,250.00

MOTION Upon Motion, Council (Lim/Clarke) voted and unanimously approved to ratify funds to be paid out of the ARPA Account for the zoom moderator in the amount of \$200.00 and the Heather Lane Inlet Repair work to be done by DeRosa Excavating in the amount of \$4,250.00

Resolution # 04-22-B/ Local Shares Grant

MOTION Upon Motion, Council (Lim/Sacks) voted and unanimously approved to ratify Resolution # 04-22-B.

Motion to approve to request name and address under public comment but not to include the address in the minutes

MOTION Upon Motion, Council (Lim/Sacks) voted and unanimously approved to ratify the request not to include the address under public comment in the minutes.

President Baum requested approval for an Extension Letter for the land development plan at 53 W Baltimore Pike for June 13, 2022.

MOTION Upon Motion, Council (Clarke/Anderson) voted to approve the Extension Letter for 53 W Baltimore Pike.

Engineer Reports

Mr. Houtmann informed council that there was a final inspection and all work required has been completed for the LeNape Valley Subdivision. The borough solicitor has prepared Resolution #05-22-A for council to consider for approval for the Deed of Dedication for LeNape Valley.

MOTION

Upon Motion, Council (Lim/Sacks) voted and unanimously approved to Resolution #05-22-A.

Mr. Houtmann informed council that Concord Township is proposing improvements to the Traffic Signal at Stoney Bank Road & Baltimore Pike. Concord Township has proposed the improvements in anticipation of additional traffic at the intersection due to proposed turning movement restrictions at the intersection of School House Lane and Baltimore Pike. The signal improvements include many features that Chester Heights Borough was contemplating including the replacement of inductance loop detectors with video and radar detection systems. Concord Township is taking the lead on this project and has an estimated proposal from Charles A. Higgins & Sons for \$59,868.00, which Chester Heights would be responsible for half of that price.

Mayor's Report

Mayor Ellis announced that there will be the Annual Memorial Day Ceremony on Monday, May 30 at 9am at the Chester Heights Community Park – a day set aside to honor the more than 1.1 million American men and women who have died in wars which the United States entered. VFW Group Bonaventure-Park Post 6613 will perform wreath laying ceremony at our Veterans Memorial. Refreshments to follow.

Committee Reports

School District/Education/Training/Library

Chair Marta Driscoll, Members Clarke, Miller, Chestnut –

Councilmember Clarke requested a motion to approve \$3,384.00 for the Siding Project for the Rachel Kohl Community Library, \$3,000.00 was approved for the 2022 General Fund Budget.

MOTION

Upon Motion, Council (Clarke/Baum) voted and unanimously approved \$3,384.00 for the Siding Project for the Rachel Kohl Community Library.

Denise Schiller, a member of the Garnet Valley School Board, informed council that the board approved school bus cameras that can capture any violations involving the buses and will report to the state police.

There will be a Garnet Valley Art Show on May 3rd, 4th, and 5th.

Susan Sternberg, Director of the Library, provided a brief overview of the Rachel Kohl Community Libraries annual report.

Finance/Insurance

Chair Laura M. Lim, Members Anderson, Timmins

Vice President Lim announced that there will be a Finance Committee Meeting on May 9th at 7pm at the Village of Valleybrook Clubhouse, the public is welcomed.

Council was provided financial reports for the General Fund, Liquid Fuels Fund, Fire Protection Fund and American Rescue Plan Fund.

Councilmember Clarke suggested adding the borough properties to the balance sheet assets.

Fire Company Finance – No Report

Chair Drew Baum, Member Lim

Nominating Vacancy – No Report

Chair Bob Adams, Member Baum

Communications/Public Relations

Chair Ginamarie Ellis, Members Anderson, Sacks

Mayor Ellis reported that PSAB Web Design Program will no longer be providing email service as of August 1st. Mayor Ellis will be working with the borough's IT person, Frank Petragrani, for the email mailbox migration.

Mayor's Event Committee

Chair Ginamarie Ellis, Members Anderson, Sacks

Councilmember Anderson presented information for a 911 Memorial Day Trip for seniors in October. More information to follow.

Historical Committee – No Report

Chair Susan Timmins, Members Anderson, Ierate, Searl

Planning/Zoning

Chair Susan Clarke, Members Adams, Baum

Councilmember Clarke reported that Rick Tralies, with Natural Lands Trust, presented a conceptional use plan for the Darlington Creek Park at the April 26th Planning Commission Meeting. There was a lot of feedback provided. Rick Tralies will need to work with the borough engineer to get actual plans of the park to take the plan to the next step to apply for a grant.

Vice President Lim reported that Rick Tralies is going to take the notes from the Planning Commission meeting and modify his documents. There will a public presentation for council and the residents of Indian Springs.

Councilmember Clarke suggested council and the Planning Commission form a task force to create an Updated Comprehensive Plan. Councilmember Clark contacted the Delaware County Planning Department to assist in this project.

Engineering/Construction/Inspections – No Report

Chair Susan Clarke, Members Adams, Baum

Ordinance/Code Review – No Report
Chair Susan Clarke, Members Baum, Driscoll, Ellis

Public Safety/Environmental – No Report
Chair Bob Adams, Members Baum, Sacks

Additional Public Comment:

Borough Property/Parks/Open Space
Chair Drew Baum, Members Lim, Sacks

Vice President Lim reported that there will be a Family Fun Day on July 15, 2022 and is looking for about six volunteers.

Highways/Transportation – No Report
Chair Robert Sacks, Member Ward

Public Utilities/Trash/Recycling – No Report
Chair Laura M. Lim, Members Anderson, Driscoll, Ellis

Old Business –

President Baum and council discussed the two drop boxes at two properties in the borough. President Baum reported that the owners of the properties will be contacted to have the drop boxes removed.

New Business

President Baum and council discussed scheduling the Regular Council meetings and the Work Session meetings to be two weeks apart.

Additional Public Comment:

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 8:00 pm until 8:58 pm.

ADJOURNMENT: Upon Motion, Council (Lim/Anderson) voted and unanimously approved to adjourn the meeting at 8:58 p.m.

Land Development Dates:

53 W Baltimore Pike, Submitted Plans 06/18/21, Planning Commission Reviewed 08/26/21, Extension 11/24/21, Extension 02/24/22, Extension 04/04/22, Extension 05/09/22.

Respectfully submitted,
Susan Timmins
Secretary/Treasurer

