

**Minutes of the Regular Council ZOOM Meeting  
Of the Borough of Chester Heights  
222 Llewelyn Road  
Chester Heights, PA 19017  
May 3, 2021**

- Call to Order** President Baum called the public meeting to order at 7:00p.m. and led those in attendance in the reciting of the Pledge of Allegiance.
- Members Present** Drew Baum, President  
Laura M. Lim, Pro Tem  
Natalie M. Anderson, Council  
Susan Clarke, Council  
Dave Firkser, Council  
Fred Wood, Mayor
- Officials Present** Gerald C. Montella, Esq., Solicitor  
Matthew R. Houtmann, P.E., Engineer

**Trooper Tobin presented April 2021 Report:**

Chester Heights Borough did not have any significant incidents during April 2021. Notification from Council, request for increased patrol checks at Llewelyn & Lenni Road, patrols have increased in this area for trespassing concerns, once activity calms patrols can resume back to normal standards.

April 2020 vs 2021 Report:	2020	2021
	1	4 - Vehicle Crashes
	0	0 - DUI's
	3	9 - Traffic Violations
	0	0 - Burglaries
	0	0 - Criminal Mischief
	1	3 - Thefts
	0	0 - Retail Thefts
	0	1 - Theft Freud

Trooper Tobin related there was 6 active patrol checks in the area for the borough. April 27<sup>th</sup>, "Move Over Law" went into effect, (aka Steer Clear Law), enhanced penalties for violating motorists. Any emergency along the side of the road and/or highways, EMS, Fire Trucks, Police, and Towing Trucks all apply to the "Move Over Law". In 2020, there were 55 State Troopers struck by passing vehicles refusing to move over, if you cannot move over for some reason, please lower speed to pass anyone along the roads and/or highways to prevent any hazards. The new point system by PennDOT – 1<sup>st</sup> Time Offender - \$500 fine, 2<sup>nd</sup> Time Offender - \$1000 fine, 3<sup>rd</sup> Time Offender/Subsequent Offender - \$2000 fine, with a 90-day license suspension. For 2020, 1,412 PennDOT personal workers were injured due to related type of violations and of that number 15 resulted in deaths.

1<sup>st</sup> Quarter Drug Procedure results January 1, through March 31, 2021:

A Total monetary amount of \$17,784,894.00, cocaine, heroin, fentanyl, methamphetamines, and a couple unlisted drugs. 253 lbs. of cocaine, street value of \$5.5-\$5.6 million, 361 lbs. of methamphetamines, 58 lbs. of heroin and fentanyl. This report was for the entire state of PA.

PSB, Media hosted a “Drug Take Back” on April 24<sup>th</sup>, at Wegman’s, 302 lbs. seized.

The State Trooper office, with the help of DEA of Drug Enforcement Administration, offers the “Drug Take Back” box in their building 24 hours a day, 7 days a week for prescriptions, etc. This is a safe way to drop off any unused, expired, etc. drugs/medicine no questions as locked box.

**Public Comment:**

Mary Kay Beirne –

Marta Driscoll – 458 A Lenni Road

**Sewage Enforcement:** Septic Abandonment – President Baum contacted Engineer Houtmann and S.E.O. (Sewer Enforcement Officer) Ciocco to discuss sewer abandonment. Engineer Ciocco will advise Council at a later date on wording revisions/updates to the sewer abandonment ordinance.

**Approval of Meeting Minutes:**

**April 5, 2021 Regular Council Meeting Minutes**

***MOTION***

Upon Motion, Council (Firkser.Lim) voted and unanimously approved the April 5, 2021 Regular Council Meeting Minutes.

**April 26, 2021 Work Session Meeting Minutes**

Upon Motion, Council (Anderson.Firkser) voted and unanimously approved the April 26, 2021 Work Session Meeting Minutes.

**Approval of the April 2021 Treasurer Report**

<b><i>Receipts</i></b>		<b><i>Source</i></b>
Real Estate Transfer	\$ 34,787.72	Treasurer of Delaware County
February Collections	\$ 79,492.34	Maryann D Furlong, TC
1st Qtr Franchise Fee	\$ 9,107.50	Comcast
LST Tax	\$ 13.68	Berkheimer
U&O Inspection	\$ 90.00	1 Forge Hill Way
U&O Inspection	\$ 90.00	173 Kingswood Ct
U&O Inspection	\$ 90.00	145 Bishops Dr
U&O Inspection	\$ 90.00	82 Bishops Dr
Bldg/Deck Permit	\$ 400.00	6 Ivy Mills Rd
Bldg Permit	\$ 130.00	18 Stonehaven Ct
Bldg Permit	\$ 200.00	2 Miller Way
Electrical Permit	\$ 85.00	5 Wilson Cir
Electrical Permit	\$ 85.00	9 Miller Way
Septic Permit	\$ 650.00	1 Forge Hill Way
HVAC Permit	\$ 155.00	237 Windsor Ct

HVAC Permit	\$ 155.00	74 Bayberry Ct
HVAC Permit	\$ 155.00	134 Deerfield Ct
HVAC Permit	\$ 155.00	6109 Lydia Hollow Dr
Plmg Permit	\$ 85.00	343 Danbury Ct
Fire Hydrant Reimburse	\$ 72.60	Summit
Fire Hydrant Reimburse	\$ 181.50	Brookefield
Fire Hydrant Reimburse	\$ 181.50	Madison
TOTAL	\$ 126,451.84	

**Fund Balances,****Certificates of Deposit Balance**

CD, 12 Month, @ 1.04% 5/2021	\$ 46,229.27	Malvern Bank
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 61,229.27	

**General Fund Balance**

PLGIT GF 04/29/21 @ 0.01%	\$ 1,001,847.57	PLGIT General Fund
CH General Fund	\$ 305,160.23	Santander General Fund #5032
Money Manager 04/29/21 @ 0.10%	\$ 9,595.48	Santander #4079
Road Improv Fund 04/29/21 @ 0.10%	\$ 62,886.43	Santander #4060
Total Funds	\$ 1,379,489.71	

**PA Liquid Fuels Fund Balance**

Checking Account 04/29/21 @ 0.01%	\$ 109,073.34	PLGIT Acct #5116038
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**Open Space Fund Balance**

PLGIT/ I -Class 04/29/21 @ 0.02%	\$ 12,235.44	PLGIT Acct #5116056
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**Fire Protection Fund Balance**

Fire Protect Fund Check 04/29/21	\$ 81,777.92	BMTC Fire Protect Fund #9579
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**Expenditures**

May Rent	\$ 1,500.00	Chester Heights Fire Company
Park Recepticle	\$ 2,023.57	Kirby Built
Office Cleaning	\$ 160.00	Brenda Martin Cleaning Services
Monthly Storage Fee	\$ 240.62	Mini U Storage
Various Bldg Permits	\$ 3,206.07	Richard Jensen
Qrtly Payment Uniform Construct	\$ 63.00	UCC
Qrtly Payment Uniform Construct	\$ 135.00	UCC
Powell Property	\$ 420.00	G D Houtman & Son
Strine Property	\$ 56.50	G D Houtman & Son
Old Quarry Knoll	\$ 1,094.00	G D Houtman & Son
2020 Road Program	\$ 2,393.00	G D Houtman & Son
MS-4	\$ 2,212.50	G D Houtman & Son

Misc Services	\$	759.00	G D Houtman & Son
Madison	\$	735.00	G D Houtman & Son
Misc Services	\$	1,414.00	G D Houtman & Son
106 Baltimore Pk	\$	33.13	Catania Engineering Assoc
Property Maintenance Invc #54	\$	150.00	Scott's Lawn Service
Property Maintenance Invc #55	\$	150.00	Scott's Lawn Service
Property Maintenance Invc #56	\$	595.00	Scott's Lawn Service
General Matters	\$	1,102.00	Gerald C Montella, Esq.
Reimburse Rose Hill		203.00	Gerald C Montella, Esq.
Road Mst/EMC Compensation	\$	843.68	Larry Ward
Fire Marshal Compensation	\$	615.20	Michael Ciocco
Install Radar Speed Sign	\$	484.20	Charles A Higgins & Sons
Quickbooks Software	\$	211.99	Intuit
Tax Collector Insurance	\$	83.00	Arthur J Gallagher
Annual Rental Fee Box 658	\$	284.00	USPS
Cloud Storage	\$	43.62	Idrive
Monitoring	\$	329.70	Delco Alarm System
Office Expense	\$	132.44	Office Basics
Recording Sec Compensation	\$	2,537.88	Darlene Kurten
Reimburse PSAB Class	\$	100.00	Darlene Kurten
PECO TL	\$	36.69	PECO
PECO SL	\$	301.71	PECO
Phone/Office/Fire Marshal	\$	114.96	Windstream
Open Records Officer Compensation	\$	428.51	Megan Killian
Office Expense	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
PA UC Payroll	\$	27.88	PAUC
PA UC Payroll	\$	27.88	PAUC
Service Fee	\$	3.95	Official Payments
Service Fee	\$	0.69	Official Payments
PA Payroll	\$	486.95	PA Dept of Rev
941 Payroll	\$	4,038.78	EFTPS
Sec/Treas Compensation	\$	3,990.68	Susan Timmins
Dig Notification	\$	20.03	PA One Call
Copier/Scanner	\$	161.42	De Lage Landen
Copier/Scanner	\$	161.42	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	89.59	Aqua Pennsylvania
47 Hydrants@ \$36.30 per Hydrant	\$	1,706.10	Chester Water Authority
Total Expenditures	\$	36,009.51	

***PA Liquid Fuels Fund Expenditures***

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Total Expenditures

***Fire Protect Fund Expenditures***

**MOTION** Upon Motion, Council (Lim.Anderson) voted and unanimously approved the April 2021 Treasurer Report.

**Correspondence:** **No Report**

**Inspector's Reports**

**Building Inspector** Permits included 1 deck, 2 HVAC, 2 Electric, 1 roof, 1 basement alt., 2 water service repairs.  
**Richard Jensen** Zoning – resident complaint about construction noise, after investigating construction site, workers were not found on property. Mr. Jensen did speak to property owner to confirm hours of operation. Inspector Jensen spoke with Engineer Ciocco on sewer abandonment, all abandoned sewers at the Rose Hill site have been discarded on properly. Pumped, excavated and removed from site. Zoning – Owner of barn being built now wants to install an apartment, which was not included with original plans. Inspector Jensen is working with Solicitor Montella to review property files, the variance on the house is for business, the plan given was for the original barn to be demolished and a new barn to be built. An official letter will be sent to homeowner explaining what needs to be done for the upgrade to barn.

**Fire Marshal** Fire Marshal Ciocco – reported the phone service he uses has been spoofed, someone is using the number to solicit.  
**Mike Ciocco** The Chester Heights Community Park has adopted the address: 343 Valleybrook Road, the address will be filed with the 911 center. Fire Marshal Ciocco – reported Pathways had an incident, new resident was unaware of procedures for hairstyling. Mr. Ciocco went over the instruction with Pathways. 15 Stoney Bank Road – water flow alarms, due to low pressure, CWA working at new construction, which caused the low pressure.

**EMC – Roadmaster –** **No Report**  
**Larry Ward**

**Solicitor Reports**

**Resolution** Solicitor Montella presented ***Resolution 5-1-A, County Aid:***  
**5-1-A** Authorizing an application to Delaware County Council for an allocation of County Liquid Fuels Funds. 2021 Municipal Road Improvement Program for the amount of \$743.00 to be used for the 2021 Road Improvement Program. Solicitor Montella requested Council to adopt the Resolution 5-1-A.

**MOTION** Upon Motion, Council (Baum.Firkser) voted and unanimously approved to adopt Resolution 5-1-A. A Resolution authorizing the application to Delaware County Council for an allocation of County Liquid Fuel Funds, Municipal Road Improvement Program for 2021 in the amount of \$743.00 to be used for the 2021 Road Improvement Program.

**Ratification** Solicitor Montella requested a Motion to ratify authorizing Alt Solicitor Maddren to sign and execute the stipulation agreeing to the 2021 tax assessment of the Darlington Shopping Center and approving the appraisal value of \$3.5 million.

- Ratify Motion*** Upon Motion, Council (Clarke.Lim) voted and unanimously voted to approve the Ratification of Motion to authorize Alt Solicitor Maddren to sign and execute the stipulation agreeing to the 2020/2021 tax assessment of the Darlington Square Shopping Center and approving the settlement for property in the amount of \$3.5 million.
- Ratification*** Solicitor Montella requested a Motion to ratify the adoption of renaming the park from Hamanassett Creek Park to Darlington Creek Park. A letter to DCNR will be sent to Liz Clarke confirming the change in name for grant and official sign purposes.
- Ratify Motion*** Upon Motion, Council (Clarke.Lim) voted and unanimously approved the ratification of renaming the Hamanassett Creek Park to the Darlington Creek. Park.
- Proclamation*** Solicitor Montella reported the borough received a letter from the County of Delaware Dept. of Human Services, Office of Behavioral Health requesting the Chester Heights Borough declare May 2 – 8, 2021 as Children’s Mental Health Awareness Week.  
Whereas, good mental health is a key component in a child’s healthy development and Children’s Mental Health Weed provides the opportunity to focus on this important matter, while celebrating the accomplishment of children and families affected by mental health concerns;  
Now, Therefore, Chester Heights Borough, does hereby proclaim, May 2-8, 2021 as Children’s Mental Health Awareness Week.
- MOTION*** Upon Motion, Council (Clarke.Anderson) voted and unanimously approved the Proclamation, Now, Therefore, Chester Heights Borough, does hereby proclaim, May 2-8, 2021 as Children’s Mental Health Awareness Week.
- Engineer Reports** Engineer Houtmann reported advertising for road bids for upgrading and the repaving of Mattson Road began. Also, bidding documents will be advertising for completing the draining issues at the end of Heather Lane. They are also looking into drainage improvements at the end of Bonnie Lane cul de sac. Engineer Houtmann has been in contact with Councilwoman Lim working on the community park, he has been speaking with Ray Iacobucci who will be suppling, the park with landfill for the play area in a couple weeks. Engineer Houtmann contacted Higgins for information on lighting the soccer field. Also, researching is ongoing with drainage on state highways. The Wawa Road issue is still ongoing, research based on distinction of having a storm sewer under the roadway and having a crossing culvert seems to be two separate items. Still waiting to hear back from the state on the bridge work that needs to be done at Wawa Road. Natural Lands Trust will be visiting the Powell property next week and requested Engineer Houtmann to meet them to review the access points on the sketch plan. Engineer Houtmann asked Council if permission was needed. President Baum along with Solicitor Montella agreed Engineer Houtmann was cleared to review the access points with Ann Hutchinson from Natural Lands Trust. Councilwoman Clarke inquired if the planning commission will be walking the Powell property prior to being brought to the planning commission. Engineer Houtmann reported Ann Hutchinson wrote a letter today to receive permission from the property owner and to also invite the planning commission to see the property while she is there, and it is on the agenda for the next planning commission meeting. President Baum inquired about the planning commission meeting being scheduled due to COVID –19 restrictions. The Village of Valleybrook is not hosting any meetings at this time for the borough due to those restrictions.  
ZOOM meetings are recommended due to pandemic.

**Mayor's Report**

Mayor Wood announced there will be a Memorial Day Service on Monday, May 31, 2021, 9:30-10:00am, at the Community Park. Mayor Wood invited everyone to attend and to arrive early.

**Committee Reports****School District – Education – Training – Library –**

Chair Susan Clarke, Members Ellis, Firkser

Mary Kay Beirne reported: Garnet Valley School District on April 25<sup>th</sup>, along with Springfield's Pharmacy, allowed 317 students, 16 and older received the Pfizer 2 dose vaccine, students can return on May 16<sup>th</sup>, to receive the second dose.

The board approved delayed start times for the new 2021-2022 school year, recommended by the American Academy of Pediatrics: High School was 7:35 am, new 8:35 am, Middle School was 7:30 am, new 8:00 am, Elementary was 8:55, new 9:10 am. Sleep studies have shown that this is more beneficial to children. Information is provided on the school district website for the public.

Debbie Miller reported: the Rachel Kohl Library hired a new full-time employee for referencing, and also a part-time employee for replacement. The library has opened up for browsing (15 minute limit), and curbside pickup is available.

**Finance – Insurance –**

Chair Mayor Wood, Members Lim, Timmins

Mayor Wood reported: Profit & Loss Budget vs. Actual – January through March 2021-

Total Income Jan-Mar 2021= \$85,469.93	Budget \$156,955.65
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Note: The real estate taxes are coming in slower than expected.

Total Expenses Jan-Mar 2021 - \$202,558.85	Budget \$193,898.01
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**Sub – Committee – Fire Company Finance – No Report**

Chair Dave Firkser, Member Baum

**Nominating Vacancy – No Report**

Chair Dave Firkser

**Communications – Public Relations –**

Chair Ginamarie Ellis, Member Lim

Pro Tem Lim updated Council the committee has been working with PSAB on a website redesign with Vice President Ellis.

**Mayor's Event Committee –**

Chair Mayor Wood, Members Anderson, Ellis

Councilwoman Anderson updated Council on "Movie Night" at St. Thomas on Friday June 18<sup>th</sup>, 2021. Suggestions for a possible rain date and some preliminary work by Vice President Ellis, for inquiries Zack's Food Truck. Once all information is received and confirmed an update will be posted.

**Historical Committee –**

Chair Sue Timmins, Member Firkser, Searl, Ierati

President Baum announced additional members of the Historical Committee – Anne Searl and Tony Ierati, and also thanked them for the work/projects they have helped with.

**Planning – Zoning – No Report**

Chair Susan Clarke, Members Baum, Firkser

**Engineering – Construction – Inspections- No Report**

Chair Susan Clarke, Members Baum, Firkser

**Ordinance – Code Review – No Report**

Chair Susan Clarke, Members Baum, Firkser

**Public Safety – Environmental – No Report**

Chair Drew Baum, Member Firkser

**Borough Police Protection – Public Safety – No Report**

Chair Drew Baum, Members John Ryan, Jack Higgins, Rich Wood Jr., Philip Block

**Borough Property – Parks – Open Space –**

Chair Drew Baum, Members Lim, Wood

Pro Tem Lim reported the office has a small supply of Mosquito Dunks at the borough office for any resident in need. If you have any standing water on your property, you can use the tablets to control mosquitoes infestation and West Nile Virus.

**Highways – Transportation –**

Chair Dave Firkser, Member Larry Ward

Councilmen Firkser reported he has received the repaving list from PennDOT for 2021. Llewelyn Road was not on the repaving list. The borough has tried to have Llewelyn Road repaved and will continue to request PennDOT to add to the 2022 repaving list.

Councilmen Firkser updated Council on a couple webinar's coming up on Municipal Stormwater (how boroughs and townships are taking responsibility) and MS4. Councilmen Firkser will share the information once he receives it.

Councilwoman Clarke inquired about the borough writing an official letter requesting the repaving of Llewelyn Road. Councilmen Firkser informed Roadmaster Ward has been trying to do this through his contacts and agreed that a letter from the borough would be a great idea, that he would prepare.

President Baum asked Solicitor Montella if the conditions of Llewelyn Road would be considered a public safety issue due to high volume traffic. Solicitor Montella informed Council that the issue should be included as a public safety issue due to speed traveled and high-volume traffic to be included in the official letter to PennDOT.

Pro Tem Lim inquired if the American Recovery Act \$270K funds could help or be used for the storm water. Engineer Houtmann believed that would be a viable expenditure. Pro Tem Lim requested if a priority list could be prepared for storm water drains. Engineer Houtmann reported recommendations for MS4 pollutant road reduction is in the process of being prepared and they can incorporate any deficiencies in the storm water drains.

**Public Utilities – Trash – Recycling- No Report**

Chair Laura M. Lim, Members Anderson, Ellis

**Old Business: No Report****New Business: No Report**



**Additional Period for Public Comment:**

Marta Driscoll – 458A Lenni Road

**ADJOURNMENT:**      **Upon Motion, Council (Firkser.Clarke) unanimously voted to adjourn meeting at 7:54 p.m.**

**Land Development Dates:**    **Rose Hill Lot Line, Submitted Plans 09/24/20, Reviewed Planning Commission 10/22/20, Extension 01/20/21.  
103-109 Valleybrook Road, Kheny Sketch Plan Submitted – March 12, 2021 Planning Commission Review- April 22, 2021.**

Respectfully Submitted  
Darlene Kurten, Recording Secretary