

**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
222 Llewellyn Road
Chester Heights, PA 19017**

November 4, 2019

Members Present

Drew Baum, President
Steve Coccozza, Vice President
Jordan Goldberg, Pro Tem
Stacey Smith, Mayor
Theresa Agostinelli, Council
Philip Block, Ph.D., Council
Susan Clarke, Council
Ginamarie Ellis, Council

Officials Present

Matthew Houtmann, P.E.

Call to Order

President Drew 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.

Public Comment

Kevin Kelly
Glen Mills, PA

Mr. Kelly expressed concern for traffic at St. Thomas School and sought suggestions from Council:

- President Baum suggested to contact State Police.
- Councilwoman Ellis suggested Fire/ Police Training for volunteers
- Roadmaster Ward advised upon completion of Fire/ Police training, the Borough would deputize volunteers. Details need to be handled by St. Thomas.

Approval of Minutes

MOTION

Upon motion (Coccozza/Ellis) council voted to approve the October 28, 2019 Work Session Meeting Minutes.

MOTION

Upon motion (Block/Ellis) council voted to approve the October 7, 2019 Regular Council Meeting Minutes.

MOTION

Upon motion (Block/Ellis) council voted to approve the August 5, 2019 Regular Council Meeting Minutes. Councilwoman Clarke voted Nay.

MOTION Upon motion (Block/Ellis) council voted to approve the 2020 “Meeting Dates”.

MOTION Upon motion (Goldberg/Cocozza) voted to approve the Secretary to advertise the 2020 Meeting Dates.

MOTION Upon motion (Cocozza/Block) voted to authorize the Secretary to advertise the 2020 Budget Hearing and dates the 2020 Proposed Budget will be available for public inspection.

		Source
Receipts		
Real Estate Transfer Tax	\$ 7,031.50	Treasurer of Delaware County
LST Collections	\$ 2,532.70	Berkheimer
Remit	\$ 1,138.51	Treasurer of Delaware County
3rd Qtr. Franchise Fee	\$ 8,690.78	Comcast
Court Fines	\$ 63.67	District Court
September Collections	\$ 418.79	Maryann D. Furlong, TC
Annual Allocation	\$ 293.52	PURTA
U&O Inspection	\$ 90.00	89 Bishops Dr
U&O Inspection	\$ 90.00	216 Bishops Dr
U&O Inspection	\$ 90.00	26 Highland Dr
U&O Inspection	\$ 90.00	6301 Lydia Hollow Dr
U&O Inspection	\$ 90.00	230 Windsor
U&O Inspection	\$ 90.00	154 Bishops Dr
Tank Removal	\$ 125.00	152 Summit Ln
Bldg. Permit	\$ 130.00	17 Rolling Heights Dr
Bldg/Plmg/HVAC/Elec 50, 51, 52, 53	\$ 11,538.40	Brookefield
Bldg/Pool Permit	\$ 840.00	12 Highland Dr
Bldg Permit	\$ 285.00	379 Valleybrook Rd
Bldg Permit	\$ 675.00	68 W Baltimore Pk
Elec Permit	\$ 175.00	186 Wawa Rd
Elec Permit	\$ 85.00	268 Llewellyn Rd
Plmg Permit	\$ 120.00	268 Llewellyn Rd
Bldg Permit	\$ 750.00	268 Llewellyn Rd
HVAC Permit	\$ 155.00	103 Briarcliff Ct
HVAC Permit	\$ 155.00	169 Kingswood Ct
HVAC Permit	\$ 155.00	158 Bishops Dr
HVAC Permit	\$ 155.00	312 Stanton Ct
Reimburse/Eng/Sol Review	\$ 767.00	Brookefield
Reimburse/Eng/Sol Review	\$ 29.00	LeNape Valley
Reimburse/Eng/Sol Review	\$ 29.00	Arbour Square
Reimburse/Eng/Sol Review	\$ 2,682.75	240 Wawa Rd

Reimburse/Eng/Sol Review	\$ 1,543.00	LeNape Valley
Fire Hydrant Reimbursement	\$ 181.50	Madison Apartments
Fire Hydrant Reimbursement	\$ 399.30	Darlington Woods
TOTAL	\$ 41,684.42	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 1.25% 5/2020	\$ 45,321.62	Iron Workers Bank
EBond	\$ 15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$ 60,321.62	

General Fund Balance

PLGIT GF 10/31/2019 @ 1.73%	\$ 944,363.21	Source PLGIT GENERAL FUND
PLGIT I-Class 10/31/2019 @ 1.88%	\$ 302,020.10	PLGIT GENERAL FUND
Money Manager 10/31/2019 @ 1.75%	\$ 9,506.32	Santander #4079
Road Improv Fund 10/31/2019 @ 1.75%	\$ 108,481.95	Santander #4060
Total Funds in General Fund	\$ 1,364,371.58	

PA Liquid Fuels Fund Balance

Checking Account 10/31/2019 @ 1.73%	\$ 69,106.56	PLGIT Acct #5116038
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Open Space Fund Balance

PLGIT/ I -Class 10/31/2019 @ 1.88%	\$ 19,637.91	PLGIT Acct #5116056
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Fire Protection Fund Balance

Fire Protect Fund Check 10/31/2019	\$ 4,825.59	BMT Acct #9579
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Expenditures

Annual Contribution	\$ 12,655.00	Rachael Kohl Library
November Rent	\$ 1,500.00	Chester Heights Fire Company
4th Qtr LST	\$ 12,500.00	Chester Heights Fire Company
4th Qtr Contribution	\$ 7,500.00	Chester Heights Fire Company
U&O Inspections	\$ 450.00	Chester Heights Fire Company
Storage Rental	\$ 224.72	Chester Heights Self Storage
Park Lawn Maintenance #004	\$ 583.00	Scott's Lawn Service
Park Lawn Maintenance #005	\$ 513.00	Scott's Lawn Service
		Brenda Martin Cleaning Services
Office Clean	\$ 80.00	
Reimburse/Old Quarry Knoll	\$ 10.50	Pete Rohana, Esq.
Reimburse/One Smithbridge	\$ 168.50	Pete Rohana, Esq.
Reimburse/Brookefield	\$ 767.00	Pete Rohana, Esq.
General Matters	\$ 87.50	Pete Rohana, Esq.
Reimburse/Wawa Annex 5 Invc. #61942	\$ 146.63	Catania Engineering Assoc
Reimburse/240 Wawa Invc. #61943	\$ 2,682.75	Catania Engineering Assoc
Reimburse/LeNape	\$ 29.00	Gerald C Montella, Esq.

Reimburse/Arbour Square	\$	29.00	Gerald C Montella, Esq.
Reimburse/Rose Hill	\$	145.00	Gerald C Montella, Esq.
Solicitor Invc/General Matters	\$	1,392.00	Gerald C Montella, Esq.
U&O Inspections	\$	401.50	Richard Jensen
240 Wawa Road	\$	890.22	Richard Jensen
3rd Qtr UCC Freight Fee	\$	22.00	International Code Council
Fire Marshal Compensation	\$	713.76	Michael Ciocco
Rent Fee	\$	1.00	PECO Energy Company
3rd Qtr Payroll Fee	\$	35.25	PA Dept of Rev
PSAB Membership Renew	\$	378.00	PSAB
PSAB Mayor Assoc Membership Renew	\$	60.00	Diane Smith, AMBP
TC Education Credits	\$	474.18	Maryann D Furlong, TC
Open Space Assistance	\$	1,862.17	Natural Lands Trust
Legal Adv/Snow Remov	\$	955.96	21st Century Media
Recycling Event/eforce	\$	5,190.00	Eforce Compliance
Office Supplies	\$	48.05	Office Basics
Monthly Comp	\$	788.25	Larry Ward
Phone/Office/Fire Marshal	\$	116.54	Windstream
Open Records Officer			Megan Killian
Admin Assist	\$	977.33	Darlene Kurten
PECO TL	\$	44.99	PECO
PECO SL	\$	588.66	PECO
Monitoring Cell	\$	329.70	Delco Alarm Systems LLC
Movie Nights	\$	129.75	Christopher Chocolates
Monthly Fee	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
Monthly Maintenance	\$	546.34	Brandywine Valley SPCA
3rd Qtr Payroll Fee	\$	11.74	PA UC
3rd Qtr Payroll Fee	\$	35.25	PA Dept of Rev
941 Payroll	\$	2,922.34	EFTPS
Sec/Treas Compensation	\$	3,863.84	Susan Timmins
Dig Notifications	\$	19.21	PA One Call
Meter Usage	\$	109.42	Graffen
Copier/Scanner	\$	161.40	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	107.38	Aqua Pennsylvania
11 3 Hydrants@ \$42.25 per Hydrant	\$	804.10	Chester Water Authority
47 Hydrants@ \$36.30 per Hydrant	\$	1,706.10	Chester Water Authority
Total Expenditures	\$	65,859.20	
 PA Liquid Fuels Fund Expenditures			
TL Install Detection/Vallybrk/Balt Pk	\$	7,590.00	Charles A Higgins & Sons
Total Expenditures	\$	7,590.00	
 Fire Protect Fund Expenditures			

Borough Contribution

\$ -

MOTION

Upon motion (Cocozza/Block) council voted to accept the receipts and expenditures as submitted by the Secretary/Treasurer for October 2019.

Correspondence

Councilwoman Ellis reported on correspondence in community and distributed to council articles of mail. Also reported recent Facebook following of over 1,000.

Inspectors Reports

Fire Marshal

Mr. Ciocco reported the following:

- Normal carbon monoxide/fire alarm issues
- 305 Valleybrook Road nursing staff is having issues with delivery of patient medicine. Nurse was offered options for correcting issue.
- Darlington Woods, 328 Danbury, comment about unqualified contractors
HOA was contacted along with Rich Jensen
- Wawa Corp. had an evacuation drill

Roadmaster/EMC

Mr. Ward reported on the following:

- Usual PA1 calls were cleared
- Trees & Wires down at Valleybrook & Madison
- Verizon wires down at St. Thomas, suggestions made.
- Tornado in Thornbury Twp. caused an emergency management plan which included a full evacuation to Glen Mills School. Residents were allowed to briefly retrieve vehicles. Safety was concern. Multiple agencies from area offered assistance.

Engineer's Report

Engineer Matt Houtmann reported:

Received 3 bids for winter services contract.

1. *Scotts Lawn Service* \$120 per ton of salt, \$125 per hour for trucks
2. *Dan Kelly Landscaping* \$120 per ton of salt, \$125 per hour for trucks
3. *MOR Construction* \$120 per hour salt truck, bid submitted on personal form, need to reach out and confirm pricing.

Update on line & speed hump painting at Walnut Hill Blvd. & Stoney Bank Rd will be during the third week in November.

Solicitor's Report Engineer Matt Houtmann presented on behalf of Solicitor Montella:
Rose Hill Development, Ray Iacobucci present, new sewage extension system. Update and replace old system with a low pressure forced main system including placing a grinder pump at each townhome (33). The owner of the townhome is responsible for grinder pump and its maintenance.

RESOLUTION #11-19-A Engineer Matt Houtmann presented Resolution #11-19-A:
Rose Hill Development, Ray Iacobucci present, resolution for amended plan revision required by PA DEP for a low-pressure force main system including grinder pump in each townhome.

MOTION Upon motion (Ellis/Agostinelli) council voted to approve Resolution #11-19-A.

Mayor's Report Stacey Smith, Mayor reported:
Update Lunch with Santa will be December 7, 2019, 12:30 – 2:30.

Committee Reports

School District Councilwoman Clarke, addressed Greg Chestnut:
EDU/Train/Library the School year for 2020/2021 will start before Labor Day due to calendar constraints. The school district is forming a committee to consider a later start time for high school.

Finance/Insurance Vice President Coccozza addressed all questions concerning 2020 Proposed Budgets and requests council to adopt 2020 Proposed Budgets:

- 2020 Proposed General Fund

MOTION Upon motion (Goldberg/Block) voted to approve the 2020 Proposed General Fund

- 2020 Proposed Liquid Fuels Fund

MOTION Upon motion (Block/Goldberg) voted to approve the 2020 Proposed Liquid Fuels Fund

- 2020 Proposed Fire Protection Fund

MOTION	Upon motion (Goldberg/Clarke) voted to approve the 2020 Proposed Fire Protection Fund <ul style="list-style-type: none"> • 2020 Proposed Open Space Acquisition Fund
MOTION	Upon motion (Clarke/Goldberg) voted to approve the 2020 Proposed Open Space Acquisition Fund
Fire Company Finance	Councilman Block reported on October 29, 2019 meeting: <ul style="list-style-type: none"> • Est. \$100,000 cash on hand • Est. \$60,000 Relief Savings • Est. \$115,00 Fire Truck Fund Also, the Fire Department was awarded two grants: <ol style="list-style-type: none"> 1. State Grant for \$14,000 Debit Relief 2. Federal Grant for \$103,500 for Air Tanks
Nominating/Vacancy	Councilwoman Agostinelli, No Report
Communications	Councilwoman Ellis, No Report
Highways/ Transportation	Councilman Goldberg, proposed 3 break-away posts \$225/\$250 each not to exceed \$750 installed by Charles A. Higgins & Sons at Valleybrook Road and/or Llewellyn.
MOTION	Upon motion (Block/Clarke) voted to approve 3 break-away posts not to exceed \$750.00.
Planning/Zoning	Councilwoman Clarke/Engineer Houtmann reported on updates for Rose Hill Development: <ol style="list-style-type: none"> 1. Sewer update previously noted. 2. Land Development changes to be submitted in future.
Historical	Mayor Smith, No report
Public Safety/	President Baum reported on status of local police coverage for the Borough. Four residents currently interested. Councilwoman Ellis and Secretary Timmins will keep advertisement on social media platforms for another 7 to 10 days. After additional advertisement, President Baum will name the committee.
Public Utilities Trash/Recycle	Councilman Goldberg, No report
Borough Property/	Councilwoman Agostinelli, No report

Parks/Open Space

ENG/Construction Councilwoman Clarke, No report

Ordinance/_
Code Review Councilman Block, No report

Old Business Mayor Smith acknowledges Councilwoman Ellis for Borough's Newsletter, suggests Council become involved, offer interests, new ideas, or issues to be addressed.

New Business President Baum, No report

Public Comment

Greg Chestnut
17 Milers Way
Comment about wires down because of fallen trees, waiting for response from Verizon. HOA (Rochford Estates) is actively discussing issues with Village of Valleybrook HOA regarding tree removal.
Comment on motion for advertisement of budget dates.

ADJOURNMENT

Upon motion (Block/Ellis) council unanimously voted to adjourn the meeting at 8:27 p.m.

Land Development Dates- S. B. Conrad/31 Smithbridge - Submitted Plans 12/18/18, Reviewed Planning Commission 10/25/10 Extension – January 14, 2020

Respectfully Submitted,
Darlene Kurten
Recording Secretary