



BOROUGH OF CHESTER HEIGHTS
53 W Baltimore Pike 2nd floor
P. O. Box 658
Chester Heights, PA 19017
Regular Council Meeting Minutes
November 4, 2024, at 7:00 pm

Call to Order President Marta Driscoll called the meeting to order at 7:12 pm and led all those in attendance in reciting the Pledge of Allegiance.

Roll Call Marta Driscoll, President
Natalie Young, Vice President
Jeanne Montgomery, Pro Tem
Natalie Anderson, Councilmember
Drew Baum, Councilmember
Timothy Hudak, Councilmember
Anne Searl, Councilmember
Ginamarie Ellis, Mayor

Officials Present Alex Bauml, Esq., Solicitor
Megan Todaro, Engineer

Public Comment:

- Eileen Lehman from Darlington Woods discussed small businesses renovating space to make it work for their business. She also discussed having a voter referendum to gauge how the community feels about increasing the fire taxes.

Approval of Meeting Minutes:

October 8, 2024, Regular Council Meeting Minutes

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved the Regular Council Meeting Minutes for October 8, 2024.

October 21, 2024, Work Session Meeting Minutes



MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved the Work Session Meeting Minutes for October 21, 2024

Approval of Cash Disbursements: October 8, 2024, through November 4, 2024

General Fund

MOTION: Upon Motion, Council (Young | Searl) voted and unanimously approved the cash disbursement in the amount of \$67,793.67

Liquid Fuel Fund

MOTION: Upon Motion, Council (Anderson | Young) voted and unanimously approved the disbursement of Liquid Fuels Fund in the amount of \$959.00

Fire Protection Fund

The balance sheet for the Fire Protection Fund were reviewed by Council and did not require action.

ARPA Fund

There are no requests for disbursements for the ARPA Fund this month.

Secretary's Report:

- The borough has received seven Right to Know requests so far this month and 30-day extensions were filed for those requests
- The office has received inquiries about the fire report and plans for Darlington Woods
- We are currently working at 156 Logtown Rd. with Mike Kissinger and Megan Todaro
- The administrative staff completed a five-part on budgeting
- Over the past week our office has received at least 20 calls a day with residents trying to contact the Borough of Elections satellite office

Solicitors' Report:

Winter Services Agreement- Bidding – Agreement Documents- Consider Motion

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved to advertise the bids for the winter service agreement.

Engineer's Report:

Powell 3 Lot- Application Act 247 Review- Consider Motion



Engineer Matt Houtman reviewed the subdivision of the Powell property. There are 53 acres. The property spans both sides of Valleybrook Rd. Glen Powell would like to sell the property that is half acre in size.

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved to subdivide Powell Lot 3 as presented by Matt Houtman.

Road Master's Report:

- All of the PA One Calls have been cleared
- The street signs were ordered
- Summit Lane does not have to be repaved at this time
- There is a pothole on Lenni Rd. that needs to be repaired

Fire Marshal Report:

- Completed reinspections for commercial properties
- Insurance companies are requesting fire reports for Darlington Woods homes impacted by the fire
- Discussed the borough charging \$75 for fire reports
- The fire inspection report for Darlington Woods is considered investigative material and is not subject to public disclosure
- Discussed completing fire inspections on residential-single family homes with rental units

Zoning Officer: No report

Mayor's Report:

Due to the drought season Mayor Ginamarie Ellis will ratify the burn ban for 30 days.

MOTION: Upon Motion, Council (Young | Hudak) voted unanimously to ratify the Burn Ban for 30 days dating to Monday, November 25th.

Committee Reports

- a. Finance and Administration
 - i. Chester Heights R2 Contract Extension Letter- Consider Motion

MOTION: Upon Motion, Council (Young | Hudak) voted and unanimously approved the extension from June 30th to December 31st for the Mini Park Plan Grant.

- b. Community Engagement
 - **The Diwali Celebration** will be held for the first time on Saturday, November 9th from 5pm to 7:30 pm



- **Rachel Kohl Library Update-** Debbie Miller discussed the September fundraiser which helped raise \$5,500. The Dine and Donate fundraiser raised \$114. The library received a donation of six Kindles. The annual library drive is underway. The library has received donations from 54 new donors and 117 from returning donors. The library's budget is usually \$62,000 and is currently \$35,000. The director of the library will be retiring in 2025. A search committee was developed to begin looking for a new director.

c. Public Safety

- i. **Springfield Tree and Land Proposal-** Consider Motion
Council reviewed the proposal from Springfield Tree and Land. There are two service options. Option 1 states to cut down the trees and leave the trees in the wooded area which costs \$3,800. Option 2 states to cut down the trees and dispose of the logs and brush which cost \$6,500.

MOTION:

Upon Motion, Council (Searl | Young) voted and unanimously agreed on Option 2 in the amount of \$6,500.

- ii. **Chester Heights Fire Company Activity Report for October 2024 stated 13 calls in Chester Heights.**

7 building fires	4 medicals
6 fire alarms	2 gas leaks
4 accidents	2 wires

Upcoming Events include:

Nov. 7th Fire Company Meeting/Truck/Equipment Check
Nov. 10th Concord Township Veterans Memorial
Nov. 14th Vehicle Rescue Training
Nov. 21st Apparatus Wax/Winter Prep and Pizza Night
Nov. 28th Thanksgiving- No planned activity

- d. Infrastructure and Public Works- No report

Old Business: No report

New Business: No report

Public Comment: Mayor Ginamarie Ellis commented on the general election. Mayor Ellis discussed this being our first presidential election at this location. She discussed the logistics that will assist in guiding traffic as voters enter the building.

Tim Searl discussed completing fire inspections on single resident homes.



Adjournment: Upon Motion, Council (Anderson | Hudak) voted unanimously to adjourn the meeting at 8:21 pm.

Respectfully Submitted,

Christiana Barbour