



Minutes of the Work Session Meeting
Of the Borough of Chester Heights
The Village of Valleybrook – Clubhouse
265 Bishops Dr., Chester Heights, PA 19017
October 25, 2021

Call to Order President Baum called the public meeting to order at 7:02 p.m. and led those in attendance in the reciting of the Pledge of Allegiance.

Members Present Drew Baum, President
Ginamarie Ellis, Vice President
Laura M. Lim, Pro Tem
Susan Clarke, Council
Mayor Fred Wood

Officials Present Gerald C. Montella, Esq., Solicitor
Mike Ciocco, P.E., S.E.O., Alt Engineer

Executive Session **President Baum announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters regarding personnel.**

Public Comment: **No Report**

**Sewage Enforcement- Arc GIS Data Map – Sanitary Sewer Service Area Map:
Mike Ciocco**

Septic

Alt Engineer Ciocco has collaborated with Pro Tem Lim and Secretary Timmins creating a Sanitary Sewer Service Area Map, to recognize areas in the Chester Heights Borough which are serviced as On-Lot Systems, SWDCMA Service (public) access, Private Treatment Plants and Concord Township Public Sewer Systems.

- SWDCMA Service Area (Public): 188
- SWDCMA Service Area (Septic): 81
- Septic Service Area: 256
- Walnut Hill Utility Community System/Darlington Woods (Private Treatment Plants): 461
- Madison/Coventry Crossing Community System (Private Treatment Plant): 1
- Valleybrook Townhomes Community System (Private Treatment Plant): 268
- Wawa Campus Community System (Private Treatment Plant): 1
- Concord Township Public Sewer System: 5



Alt Engineer Ciocco informed Council the benefits of identifying the properties that are still using on-lot septic systems, and the area around those properties that are on public sewer, will help inform the Borough and residents when public sewer tie-in is accessible. The software used to create the map was ARC/GIS, should the Borough want to purchase the software system for future use. President Baum ask Mr. Ward if there was something the fire company would benefit from the software. Mr. Ward suggested in addition to roads, storm water inlets, and outlets, would be something to add to the mapping. Other suggestions: Borough owned streetlights, PECO owned lights, bridges with weight restrictions and who owns them for repairs or contact information.

Snow Removal Bids

Solicitor Montella advised the Borough received two sealed bids for the Snow Removal contract which was advertised over a 3-week period. Solicitor Montella in the presence of Council opened the bids:

1. Brothers Construction & Landscaping \$180.00 per ton of salt \$150.00 per hour
2. Mor Construction \$150.00 per ton of salt \$150.00 per hour

The bids will be reviewed and shared with Engineer Houtmann. A recommendation will be made at the Regular Council Meeting, Monday, November 1st.

Resolution/American Recovery Plan Funds

Solicitor Montella presented a draft American Rescue Plan Act Funds – Resolution for consideration at the Regular Council Meeting, Monday, November 1st.

A Resolution of the Borough of Chester Heights, Pennsylvania accepting American Rescue Plan Acts Funds

Whereas, Borough of Chester Heights must comply with all applicable budgeting, accounting, contracting, reporting and other compliance requirements for CSLRF funds; and

Now, Therefore, Be It Resolved, by the Council of the Borough of Chester Heights, Delaware County, that we do hereby accept and request CSLRF funding to be distributed by the State of Pennsylvania and affirm the Borough will comply with the procedures created by the Pennsylvania General Assembly and the United States Treasury Department to receive funds under the act; and

Further Resolved that Council of the Borough of Chester Heights designates and directs the Borough Secretary and President of Council to take all actions necessary on behalf of the Council regarding to the CSLRF funds.

2022 Draft Budgets Presented

Pro Tem Lim presented:

2022 Chester Heights Borough Draft Liquid Fuels Budget

Total Revenue	\$82,118.73
Total Expenses	\$82,118.73



2022 Chester Heights Borough Draft Budget ARPR – American Recovery Plan

Revenue received: \$ 143,00.00 (received July 2021)
Revenue Due: \$ 143,000.00 (due to receive July 2022)
Total Revenue \$ 253,120.00
Expense: \$34,900.00 Heather Lane, payment yet to be submitted
Expense: \$70,000.00 MS4 Storm Water Basin
Total Expense Projected as of now: \$104,900.00

2022 Chester Heights Borough Draft Budget General Fund

Total Revenue \$709,023.20
Total Expense \$686,051.24

These are Draft Budgets and information regarding is subject to change.

Budget Calendar 2022

- October 25th Work Session/Present Draft Budgets
- November 1st Regular Council/Adopt Proposed Budgets
- Publish Notice of Proposed Budgets Available for 10 - day Public Inspection/Proposed Budgets posted on the Borough Website
- December 6th Budget Hearing/Regular Council Meeting for Consideration of 2022 Budgets Adoption and Consideration of Adoption for 2022 Tax Levy Resolution

Old Business:

Solicitor Montella updated Council on the request for a copy of the Amazon Traffic Study from Middletown Township. The Borough is waiting for a hard copy to be delivered at the office.

New Business:

Councilwoman Clarke presented the recognition of service to Mary Kay Beirne, 16 years of dedication on the Garnet Valley School Board, "Thank You". Solicitor Montella was asked to prepare a future Resolution.

President Baum announced on October 13th, Ann Hutchinson, notified the Borough was awarded a DELCO Green Space & Trails Grant in the amount of \$50,000.00. In the past three years, the Borough, through Council's direction has been awarded a total of \$336,227.00 in grants being, the largest amount of funds received.

Additional Public Comment:

Marta Driscoll – 458 A Lenni Road
Larry Ward – 64 Bishops Drive

Executive Session

President Baum announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters personnel. Council met in Executive Session starting at 7:40 pm to 7:56 pm.



ADJOURNMENT: **Upon Motion, Council (Lim/Ellis) voted and unanimously approved to adjourn meeting at 7:57 p.m.**

Land Development Dates: **Rose Hill Lot Line**, Submitted Plans 09/24/20, Reviewed Planning Commission 10/22/20, Extension 01/20/21, Reviewed Planning Commission 05/27/21.
103-109 Valleybrook Road, Kheny Sketch Plan Submitted 03/12/21, Planning Commission Reviewed 05/27/21.
53 Baltimore Pike, Submitted Plans 06/18/21, Planning Commission Reviewed 08/26/21, Extension 11/24/21.

Respectfully Submitted
Darlene Kurten, Recording Secretary