



**BOROUGH OF CHESTER HEIGHTS**  
**53 W Baltimore Pike 2<sup>nd</sup> floor**  
**P. O. Box 658**  
**Chester Heights, PA 19017**  
**General Council Meeting Minutes**  
**September 15, 2025, at 7 pm**

**Executive Session: 6:45PM to 7:16 PM in accordance with Act 84 – the Sunshine Law to discuss personnel and legal matters.**

Acceptance - Resignation of Position of Council President – Marta Driscoll

**MOTION:** Upon Motion, Council (Hudak | Montgomery) voted and approved the resignation of Marta Driscoll as President of Council.

**Call to Order** Vice President Young called the meeting or order at 7:16PM and led those in attendance in reciting the Pledge of Allegiance.

**Roll Call** Natalie Young, Vice President  
Jeanne Montgomery, Pro Tem  
Drew Baum, Member of Council  
Philip Block, Member of Council  
Tim Hudak, Member of Council  
Ginamarie Ellis, Mayor

**Officials Present** Alex Baumler, Esq., Solicitor  
Mike Kissinger, P.E., Engineer

**Public Comment** Jordan Goldberg – 373 Radford Court – President of HOA at Darlington Woods – Will speak to the agenda item listed as Windsor Court at the time of discussion.  
Eileen Lehmann – Stanton Court – Concerns with Walnut Hill Utility and 2<sup>nd</sup> Amendment.

**Solicitor's Report** Solicitor Baumler updated Council: Walnut Hill Oversight Agreement provisions put in are escrow requirements, indemnification agreements and a couple other rights to get onto the property to maintain, if this becomes necessary. These changes were submitted to the Walnut Hill Board for review, and we are waiting for a response.

**Engineer's Report** Engineer Kissinger updated Council: Sewer system repairs successfully completed at 9 Ivy Lane for \$18,500, demonstrating effective emergency response protocols. Original \$9,000 budget escalated due to deteriorated joint conditions and box structural issues. Pre-authorized \$20,000 threshold prevented project delays and additional approvals.



Engineer Kissinger proposed a proactive infrastructure management strategy for Borough-wide pipe inspection program.

HSIP – PennDOT Valleybrook Road improvements approval needed requiring Borough long-term maintenance commitments. TE 160 authorization form processed for state-funded road striping and signage upgrades. Bethel Twp. line scope covers the entire Valleybrook Road corridor improvements. Traffic disruption management requested through construction scheduling coordination. Emergency vehicle access protection required during construction phases. Request Motion to Authorize Secretary to sign TE 160 Form.

**MOTION:**

Upon Motion, Council (Hudak | Montgomery) voted and approved to authorize Secretary to sign the TE 160 Form for PennDOT to perform work needed.

Engineer Kissinger is working with the Rose Hill Development and looking through the deficiency reports with the developer while informing the residents.

Engineer Kissinger updated Council that Westlake Plastics has requested to consolidate their lot. A while ago Westlake Plastics submitted a land development and approval also had the consolidation tied with it. There are currently three lots, and they would like to make it one. Also, Logtown Road has submitted paperwork for review and Smithbridge Sewer is still ongoing.

**Old Business:**

Winter Services – Councilmember Baum discussed private snow removal program proposed covering 5,500 linear feet at \$3.02 per foot annual cost of \$16,610. Two-year trial period recommended to evaluate program effectiveness and community response. Service equity principle drives initiative to provide consistent municipal benefits across all taxpaying residents. Time and materials contractor structure maintains cost predictability while accommodating weather variations.

Sprinkler system authority clarification resolved Windsor Court\Darlington Woods controversy through definitive Council action. Brian Razzi Building Code determination established as final authority. Permit process integrity restored through clear chain of authority. Unauthorized communication apology issued for letter contradicting official.

**MOTION:**

Upon Motion, Council (Hudak | Baum) voted to approve to clarify the motion made on September 2, 2025, approving the Borough's former BCO Brian Razzi to issue his determination letter to Darlington Woods HOA and the residents affected on Windsor Court.

Powell Park Development and Grant Compliance – Councilman Block:

Temporary Park Access strategy developed to secure \$1.8 million DCNR grant reimbursement requiring immediate implementation. \$2,463 walking path installation covering two loop trails through Scapeworx local contractor. Natural grass surface approach minimizes environmental



impact while providing immediate public access. Wood chip permanent surfacing option available using contractor's existing wood waste resources. Meandering trail design preserves existing tree canopy through selective brush clearing rather than wholesale removal.

Emergency access easement complications require legal resolution before permanent parking implementation. Burke property owner opposition to converting emergency-only access to public vehicular use. PennDOT road opening permit extremely unlikely due to dangerous intersection proximity and traffic safety concerns. Recorded subdivision plan compliance mandates Smithbridge Road access as approved permanent solution. Multi-property owner approvals necessary, for any emergency access conversion, creating significant implementation barriers. Smithbridge Road permanent access development identified as engineered solution requiring immediate initiation. Existing driveway infrastructure provides initial access point reducing construction complexity and permitting requirements. 50-foot access easement recorded as Lot 5 component enabling legal vehicular access development. Tree clearing and grading required for approximately 600+ feet of new roadway construction. ADA parking requirements mandate 13.20 foot paved surface for grant compliance and accessibility standards. DCNR grant compliance timeline requires coordinated implementation of signage, access, and parking components. Site visit scheduling with DCNR officials mandatory for final grant reimbursement approval. Temporary solutions acceptable for initial compliance allowing permanent improvements in subsequent phases. \$400 signage minimum requirement can be satisfied independently of access and parking development. Grant funding flexibility permits phased development approach balancing immediate compliance with long-term planning.

Resolution #2025.09.A A Resolution to amend the fee schedule – Construction Permit Fees Construction permit fee restructuring postponed to allow comprehensive revision of current percentage-based system. Flat fee structure proposal aims to eliminate complicated percentage calculations and improve predictability. Commercial vs residential differentiation maintains appropriate cost scaling for project complexity. Revenue impact analysis required to balance municipal funding needs with reasonable developer costs.

#### Draft Ordinance Rental License

Rental property licensing ordinance evaluation assigned to specialized subcommittee for comprehensive community needs assessment. Fire safety vs comprehensive code enforcement debate requires stakeholder input and legal framework analysis.

#### **New Business**

Consider Motion – Acceptance of Resignation of Anne Searl and authorization to advertise effective immediately and authorize Borough Secretary to advertise the resulting Council Vacancy, with applications due by 5:00PM on Tuesday September 30, 2025.

#### **MOTION:**

Upon Motion, Council (Block | Hudak) voted and approved the resignation of Anne Searl and authorized to advertise effective immediately, applications are due by 5:00PM on Tuesday, September 30, 2025.



Boy Scout Troop 154 as St. Thomas the Apostle Church – Eagle Scout community partnership initiative launched to leverage youth leadership for municipal improvement projects. Request – sharing a list of projects with the Troop – Neil Yadav.

Proclamation – Condemning Political Violence – Mayor Ellis

Whereas, the Borough of Chester Heights is committed to fostering a safe, inclusive, and respectful community where all residents can engage in civic life without fear of violence or intimidation; and

Whereas, political violence, in any form, undermines the principles of democracy, free expression, and the rule of law that are foundational to our community and nation.

Please see full proclamation at the Borough office.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the Borough of Chester Heights to be affixed this 15<sup>th</sup> day of September, 2025.

**Public Comment:** Jordan Goldberg – HOA Darlington Woods – Concerns over permit pricing and fee structure.  
Eileen Lehmann – Stanton Court – Winter Services Agreement  
Partick McFadden – ZHB 18 Smithbridge Road

**ADJOURNMENT** Upon Motion, Council (Hudak | Baum) voted and approved to adjourn the General Meeting at 8:46PM.

Recording Secretary,  
Darlene Kurten