



**Minutes of the Regular Council Meeting  
Of the Borough of Chester Heights  
The Village of Valleybrook Clubhouse  
265 Bishops Dr., Chester Heights, PA 19017  
September 6, 2022 7:00pm**

**Call to Order** President 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.

**Members Present** Drew Baum, President  
Laura M. Lim, Vice President  
Natalie Anderson, Council Pro Tem  
Susan Clarke, Councilmember  
Marta Driscoll, Councilmember  
Robert Sacks, Sr. Councilmember  
Bob Adams, Councilmember  
Ginamarie Ellis, Mayor

**Officials Present** Gerald C. Montella, Esq., Solicitor  
Mike Maddren, Esq., Alternate Solicitor  
Matthew R. Houtmann, P.E., Engineer

Approval of Amended Agenda

**MOTION** Upon Motion, Council (Sacks, Adams) voted and approved the amended Agenda.  
(Councilmember Driscoll opposed)

**Executive Session** President Baum announced in accordance with Act 84 - the Sunshine Law, that Council will meet in Executive Session to discuss matters to potential litigation/appeal relating to Zoning Hearing matter for 19 Smithbridge Road. Conflict Solicitor attended.

No motion was made after executive session.

**Public Comment:**

Dorothy Becker – address provided – resident addressed concern of Valleybrook Road/Baltimore Pike/Walnut Hill Boulevard intersection.

Debbie Miller – address provided – resident addressed concern of Valleybrook Road/Baltimore Pike/Walnut Hill Boulevard intersection.

Eileen Lehmann – address provided – resident addressed concern of Valleybrook Road/Baltimore Pike/Walnut Hill Boulevard intersection.

Jeanne Loughran Montgomery – address provided – resident addressed concern of Valleybrook Road/Baltimore Pike/Walnut Hill Boulevard intersection.

Council discussion ensued and Borough will continue to proceed with requesting a “No U-Turn” sign at the Walnut Hill Boulevard/Baltimore Pike intersection. A request can be made to PennDOT to readdress the intersection signage, lights, lane clarity, as well as number of accidents in that vicinity.

William Laird – address provided – resident addressed concerns of the increased number of vehicles traveling at high rates of speed on Valleybrook Road. Made suggestion for a possible signal with red turning arrow.

Kevin Voit – address provided – Concord Township resident, requested culvert updates on Valleybrook Road.

Mr. Houtmann gave update on Valleybrook culvert at this time. A bid was selected and PennDOT will provide material. PennDOT will need to close the road for at least a week and the state will design a detour and will use state roads. Projected start time next few weeks.

### **Approval of August Meeting Minutes**

August 1, 2022, Regular Council Meeting Minutes

**MOTION** Upon Motion, Council (Lim, Anderson) voted and unanimously approved the August 1, 2022, Regular Council Meeting Minutes.

August 22, 2022, Work Session Meeting Minutes. Councilmember request to rectify two spelling errors.

**MOTION** Upon Motion, Council (Lim, Sacks) voted and unanimously approved the August 22, 2022, Work Session Meeting Minutes with the two spelling errors rectified.

Request from resident for edits to her public comment from the June 27, 2022 Work Session Meeting Minutes. Council requests time to review the request. Will re-address at the September 19<sup>th</sup> Work Session.

### **Approval of General Fund & Liquid Fuels Cash Disbursement August 2, 2022 – September 6, 2022**

Cash Disbursements  
**General Fund \$ 32,336.86**

**MOTION** Upon Motion, Council (Baum, Anderson) voted and unanimously approved cash disbursements in the amount of \$32,336.86 for the General Fund.

Councilmember requested address and permit amounts to be listed for the cash disbursements to inspector.

**Liquid Fuels Fund \$1059.93**

**MOTION** Upon Motion, Council (Clarke, Baum) voted and unanimously approved

cash disbursements in the amount of \$1059.93 for the Liquid Fuels Fund.

**ARPA \$24,920.00**

**MOTION** Upon Motion, Council (Baum, Sacks) voted and unanimously approved the ARPA Funds for the Bonnie Lane drainage Improvement project.

**Correspondence**

Mayor Ellis read the State Police Report for August. Thank You notes were recorded. An update on the sewer tie-in on Llewellyn Road with a projected start time Spring 2023. An email was received from a resident requesting a turn signal arrow on Stoney Bank. Email received from resident about tax refund and adjusted bill after a successful appeal.

Mayor Ellis proposed to return voting in elections to Chester Heights from Concord Township. The Board of Elections reported that a survey of the location of 53 W Baltimore Pike occurred September 1, 2022 and passed ADA requirements. The space includes back-up generators, heat, and first floor voting. Any construction on 2<sup>nd</sup> or 3<sup>rd</sup> floor will not affect parking or availability. The current polling location is not in Chester Heights but at the Garnet Valley Middle School in Concord Township. The approval is pending with Board of Elections.

Councilmember Driscoll objected to moving the location from Concord Township to 53 W Baltimore Pike in Chester Heights for the November 2022 election.

**Inspector's Reports**

Building Inspector – Councilmember Clarke  
No Report

Fire Marshal Report for August recorded by Mayor Ellis. Fire Marshal Mike Ciocco approved the latest revision 8-30-2022 for 53 W Baltimore Pike. School district residency needed assistance on a property in the Borough. Residents inquired about Rose Hill Development. Fire Company Report for August recorded. The Fire Department scheduled a 75<sup>th</sup> Anniversary Open House on October 1<sup>st</sup>.

Sewage Enforcement  
No report

Road Master/EMC – Roadmaster Ward reported on routine matters and PA One Calls. Corresponded with Mr. Houtmann on Valleybrook Road culvert. Councilmember Sacks updated Council on a manhole which is below grade. Verizon and PennDOT notified of location on Llewellyn and Valleybrook. Councilmember Lim informed Council/Roadmaster Ward of a sinkhole on Lenni Rd near Westlake Plastics located on a state road and maintained by Aston Township. EMC Ward has an upcoming quarterly meeting.

**Zoning**  
No report

**Solicitor's Report**

Presentation of Final Land Development plan for approval of 3,600 sq. ft office building at 53 W Baltimore Pike. Fintan McHugh, Esq. for applicant, National America, LLC. Applicant Owner Paul deBotton in attendance. Mr. Houtmann appeared as project engineer. Applicant representatives

provided an overview of project. Plans were dispersed to Council.

Approval letters from the Fire Marshal, Alternate Borough Engineer, Zoning Officer & BCO, Borough Planning Commission, and the Delaware County Planning Commission Interim Director were presented to Council.

Walnut Hill Utility President Eileen Lehmann and representatives of 53 Baltimore Pike discussed sewer usage/capacity at the site. Ms. Lehmann advised Council Walnut Hill objects to the plan.

**MOTION** Upon Motion, Council (Adams, Baum) voted and unanimously approved final preliminary plan subject to conditions and adoption of a Resolution by Council approval.

Solicitor Montella presented an update on the Stormwater Management Ordinance. A Public Hearing related to the Stormwater Maintenance Ordinance is scheduled for September 19, 2022 at 7pm.

**RATIFY MOTIONS** Upon Motion, Council (Baum, Lim) voted and ratified the approval of the July 5, 2022, Regular Council Meeting Minutes.

The previously approved June 27<sup>th</sup>, 2022 Work Session minutes will be reviewed by Council for requested amendments to a public comment.

**MOTION** Upon Motion, Council (Baum, Clarke) voted and unanimously approved to hold a public hearing to consider the Stormwater Management Plan Ordinance on September 19, 2022 at 7pm.

**MOTION** Upon Motion, Council (Driscoll, Sacks) voted and unanimously approved to award a bid of \$43,930 for the Valleybrook Road culvert replacement installations to Joseph J Danielle. PennDOT will supply the pipe for the project.

**MOTION** Upon Motion, Council (Baum, Driscoll) voted and unanimously approved the Recycling Day Resolution for September 17, 2022 from 9am-12pm at the Chester Heights Community Park.

### **Engineer's Report**

Mr. Houtmann previously addressed the Valleybrook Road Culvert Update. Mr. Houtmann requested an update on Camp Meeting.

Desiree Phillips – address provided – Having appointment issues but working to meet the September deadline.

Mr. Houtmann will contact PennDOT about a No U-Turn sign for Baltimore Pike and Walnut Hill Boulevard.

### **Mayor's Report**

Wawa Train Station opened on August 18. Mayor Ellis, Councilmember Driscoll and Councilmember Sacks attended the ribbon cutting. Acknowledged the Mayor's first press conference.

Mayor Ellis reported on the history of the Borough Office. From the 80's until 2000's was located in Marcus Hook. The past 20 years has been at 222 Llewelyn. The goal is Borough owned space. Office space was negotiated for the Borough to rent but no formal agreement has been signed.

**MOTION** Upon Motion, Council (Baum, Adams) voted and approved the next step to sign a lease but this motion was held in abeyance until terms are approved by Council.

**MOTION** Upon Motion, Council (Sacks, Adams) voted and authorized Solicitor Montella to review the lease terms with the landlord/owner of 53 Baltimore Pike for rent of the existing building. (Councilmember Driscoll and Councilmember Clarke opposed).

Council discussion related to notice to fire company and potential conflict.

### **Committee Reports**

#### **School District/Education/Training/Library**

Chair Marta Driscoll, Members Clarke, Miller, Chestnut

Today was the first day of school for Garnet Valley School District. Ms. Miller gave Rachel Kohl Library Building update, Eagle Scout worked on landscaping, Fundraising Dinner announced, Survey out on social media, and Keystone Grant update. Library is seeking to expand the Children's section to old Concord Township Building space.

#### **Finance/Insurance**

Chair Laura M. Lim, Members Anderson, Timmins

Chair Drew Baum, Member Lim

The Finance Committee will meet Sept 12<sup>th</sup> at 5pm to discuss General Fund Draft, Liquid Fuels, and ARPA Funds for 2023 Budget. Requested Mr. Houtmann to suggest allocations for ARPA funds. Second round of ARPA payments expected this month.

Public comment: William Laird – address provided – debris at stormwater drain in front of his property

**MOTION** Upon Motion, Council (Baum, Driscoll) voted and approved a new bank account for the Delco Greenways Grant at WFSF money market account.

#### **Nominating Vacancy**

Chair Bob Adams, Member Baum

No report

#### **Communications/Public Relations**

Chair Ginamarie Ellis, Members Lim, Sacks

Newsletter information is submitted but will be after completed after the October 1<sup>st</sup> release date based on the Board of Elections review of the voting space.

A zoom meeting with CourseVector occurred with Mayor Ellis and Secretary Timmins for the purpose of adding the Darlington Creek Plans to the Borough website. A pop-up survey for residents' feedback was added at this time. The website received several necessary updates as well.

#### **Mayor's Event Committee**

Chair Ginamarie Ellis, Members Anderson, Sacks

Councilmember Anderson reported 18 people have committed to the NYC trip on October 6<sup>th</sup>.

Additional advertising discussed. The trip is \$109 per person and is open to the public, in Chester Heights and other municipalities.

The Movie Night will be postponed from Friday September 9, 2022 to a later time.

### **Historical Committee**

Chair Susan Timmins, Members Anderson, Ieradi, Searl  
No report

### **Planning/Zoning**

Chair Susan Clarke, Members Adams, Baum  
Topics covered and annotated above

### **Engineering/Construction/Inspections**

Chair Susan Clarke, Members Adams, Baum  
Topics covered and annotated above

### **Ordinance/Code Review**

Chair Susan Clarke, Members Baum, Driscoll, Ellis  
An Ordinance/Code Review Committee Meeting for discussion of the Accessory Building Ordinance is September 12<sup>th</sup> at 6:30pm. Other ordinances will be discussed if time allows.

### **Public Safety/Environmental**

Chair Bob Adams, Members Baum, Sacks  
No Report

### **Borough Property/Parks/Open Space**

Chair Drew Baum, Members Lim, Sacks  
Councilmember Lim stated that some verbiage on the Borough website was corrected for the Darlington Creek Park Presentation Plan. Feedback from residents is requested for the 11 acres of open space.

The Little Library is currently being built by an Eagle Scout.

Recycling Day is September 17 from 9am-12pm at the Chester Heights Community Park. Volunteers requested and parking will be available at the former Auction site across the street.

### **Highways/Transportation**

Chair Robert Sacks, Member Ward

- Councilmember Sacks reported that the no U-Turn sign on Valleybrook and Baltimore Pike was previously discussed at tonight's meeting.
- Llewelyn Road work has started, weather has slightly delayed the project. Bridge on Valleybrook Road is deteriorating.

### **Public Utilities/Trash/Recycling**

Chair Laura M. Lim, Members Anderson, Driscoll, Ellis  
September 17 is Recycling Day as mentioned in Parks/Open Space.

### **Old Business**

Solicitor Montella is reviewing the copier lease with Rothwell and has requested revisions to the lease terms.

Councilmember Driscoll presented Council a brief summary of her notes from the meeting with the Delaware County Executive Director and will revisit sharing the information at the Work Session. Informed Mr. Houtmann the Planning Department will be doing an assessment of Borough local bridges and PennDOT bridges.

**New Business**

No report

**Additional period for Public Comment**

PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD

No comments.

Councilmember confirmed an address from a member of the public who spoke during the first allotted public comment time.

Next Regular Council Meeting – October 3rd, 2022

Next Work Session – September 19, 2022

**ADJOURNMENT:** Upon Motion, Council (Sacks, Lim) voted and unanimously approved to adjourn the meeting at 10pm.

**Land Development Dates:**

**53 W Baltimore Pike**, Submitted plans - June 18, 2021 Planning Commission Review August 26, 2021 - Extension September 6, 2022

Respectfully submitted,  
Amy Langa  
Recording Secretary