

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

September 9, 2019

MEMBERS PRESENT Steve Coccozza, Vice President
 Jordan Goldberg, Pro Tem
 Philip Block
 Ginamarie Ellis

OFFICIALS PRESENT Gerald C. Montella, Esq.
 Matthew Houtmann, P.E.

CALL TO ORDER Vice President Coccozza 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
MARTA DRISCOLL Mrs. Driscoll commented that the \$1,450.00 invoice for the
458A LENNI ROAD June 2019 Treasurer’s Report was not approved. Mrs.
 Timmins responded the \$1,450.00 invoice was due to an
 invoice being submitted late and presented the \$1,450.00
 invoice to council at the July 1, 2019 Regular Council
 Meeting.
 Mrs. Driscoll questioned if council was going to consider a
 study for future policing options in the borough.

BARBARA BASSOLINE Ms. Bassoline commented on her concerns for public safety
81 BAYBERRY CT at the Valleybrook Road/Baltimore Pike Intersections.

APPROVAL OF MINUTES Upon motion (Block/Ellis) council voted to approve the
 meeting minutes of the August 5, 2019 Regular Council
 Meeting.

APPROVAL OF MINUTES Upon motion (Block/Ellis) council voted to approve the
 meeting minutes of the May 6, 2019 Regular Council
 Meeting.

APPROVAL OF MINUTES Upon motion (Block/Ellis) council voted to approve the
 meeting minutes of the May 20, 2019 Work Session.

SECRETARY REPORT/
TREASURER’S REPORT

Receipts

2nd Qtr Franchise Fee	\$	8,791.99	Verizon
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Real Estate Transfer Tax	\$	10,020.01	Treasurer of Delaware County
LST Collections	\$	6,955.30	Berkheimer
Remit	\$	856.81	Treasurer of Delaware County
U&O Inspection	\$	90.00	107 Indian Springs
U&O Inspection	\$	90.00	246 Bishops Dr
U&O Inspection	\$	90.00	104 Briarcliff Ct
SEO Permit	\$	650.00	240 Wawa Rd
Bldg Permit	\$	130.00	10 Hunters Ln
Bldg Permit	\$	275.00	10 Miller Way
Bldg/Plmg/Elec	\$	570.00	174 Bishops Dr
Bldg Permit	\$	475.00	54 Ivy Ln
Bldg Permit	\$	37,000.00	240 Wawa Road
Bldg Permits	\$	11,538.40	Brookefield
HVAC Permit	\$	155.00	201 Nottingham Ct
Permit	\$	650.00	240 Wawa Road
HVAC/Plmg/Elec Permit	\$	3,535.00	240 Wawa Road
Reimburse/Eng/Sol Review	\$	481.00	Brookefield
Reimburse/Eng/Sol Review	\$	43.50	Arbour Square
Reimburse/Eng/Sol Review	\$	1,190.00	Brookefield
Fire Hydrant Reimbursement	\$	181.50	Madison Apartments
Fire Hydrant Reimbursement	\$	399.30	Darlington Woods
TOTAL	\$	84,167.81	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 1.25% 5/2020	\$	45,039.91	Iron Workers Bank
EBond	\$	15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$	60,039.91	

General Fund Balance

PLGIT GF 08/31/2019 @ 2.04%	\$	929,345.11	Source PLGIT GENERAL FUND
PLGIT I-Class 08/31/19 @ 2.17%	\$	300,350.29	PLGIT GENERAL FUND
Money Manager 07/30/19 @ 1.75%	\$	9,478.12	Santander #4079
Road Improv Fund 07/30/19 @ 1.75%	\$	108,160.19	Santander #4060
Total Funds in General Fund	\$	1,347,333.71	

PA Liquid Fuels Fund Balance

Checking Account 08/31/2019 @ 2.04%	\$	103,006.62	PLGIT Acct #5116038
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Open Space Fund Balance

PLGIT/ I -Class 08/31/19 @ 2.17%	\$	19,529.34	PLGIT Acct #5116056
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Fire Protection Fund Balance

Fire Protect Fund Check 08/31/2019	\$	3,717.17	BMT Acct #9579
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Expenditures

September Rent	\$	1,500.00	Chester Heights Fire Company
Storage Rental	\$	224.72	Chester Heights Self Storage
Park Lawn Maintenance	\$	433.00	Scott's Lawn Service
Park Lawn Maintenance	\$	400.00	Scott's Lawn Service
Office Clean	\$	80.00	Brenda Martin Cleaning Ser
Reimburse/Old Quarry Knoll	\$	2,174.00	Pete Rohana, Esq.
Reimburse/Brookefield	\$	481.00	Pete Rohana, Esq.
Solicitor Invc July	\$	1,044.00	Gerald C Montella, Esq.
Solicitor Invc July/Reimburs	\$	174.00	Gerald C Montella, Esq.
Solicitor Invc Aug	\$	551.00	Gerald C Montella, Esq.
Solicitor Invc Aug/Reimburs	\$	145.00	Gerald C Montella, Esq.
240 Wawa Road	\$	2,466.60	Richard Jensen
Arbour Square	\$	2,078.50	Richard Jensen
3rd Qtr Stipend	\$	185.00	Richard Jensen
Various Bldg Permits	\$	906.05	Richard Jensen
2nd Qtr UCC Fee	\$	130.50	DCED
Tax Interim 2018	\$	66.39	Robert Scrib
Tax Interim 2019	\$	119.26	Robert Scrib
Annual Code Maintenance Fee	\$	1,195.00	General Code
Tree Removal/DiSalvo Park	\$	1,175.00	Springfield Tree
Park Trash Receptacle	\$	679.11	TreeTopProducts
Annual TL Inspections	\$	3,423.02	Charles A. Higgins & Sons, Inc
TL Valleybrk/Balt Pk	\$	105.00	Charles A. Higgins & Sons, Inc
Monthly Comp	\$	788.25	Larry Ward
Annual Fee	\$	199.50	Idrive
Phone/Office/Fire Marshal	\$	125.58	Windstream
Admin Assist	\$	722.67	Megan Killian
Postage	\$	34.45	Chester Heights Post Office
Movie Night Deposit	\$	100.00	DJ Sound & Lighting
PECO TL	\$	36.62	PECO
PECO SL	\$	353.72	PECO
Office Supplies	\$	41.20	Office Basics
Office Supplies	\$	13.66	Walgreens
Park Signs	\$	150.00	The Country Press
Recycling Event	\$	1,097.36	The Country Press
Monthly Fee	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
Monthly Comp	\$	713.76	Michael Ciocco
3rd Qtr Stipend	\$	165.06	Michael Ciocco
Monthly Maintenance	\$	273.17	Brandywine Valley SPCA

Meter Usage	\$	47.12	Graffen
941 Payroll	\$	3,275.30	EFTPS
Sec/Treas Compensation	\$	3,863.85	Susan Timmins
Copier/Scanner	\$	161.40	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	77.13	Aqua Pennsylvania
35 Hydrants@ \$36.30 per Hydrant	\$	1,306.80	Chester Water Authority
Total Expenditures	\$	33,383.92	

PA Liquid Fuels Fund Expenditures

Total Expenditures	\$	-
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Fire Protect Fund Expenditures

Borough Contribution	\$	-
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MOTION Upon motion (Cocozza/Block) council voted to accept the receipts and expenditures as submitted by the Secretary/Treasurer for August 2019.

CORRESPONDENCE Councilwoman Ellis reported on the following:

- Received various correspondence concerning public safety at the Baltimore Pike & Valleybrook Road Intersection.
- Letter from Delaware County Planning Department thanking Chester Heights Borough for participating in this years Transportation Improvements Inventory 2019 Project.
- Letter from PECO announcing the new External Affairs Manager for Delaware County is Michele Garrity.

INSPECTORS REPORT
BUILDING INSPECTOR Mr. Jensen reported on the following:

- Arbour Square intends to open the week prior to Thanksgiving.
- The Old Hilltop, 68 W. Baltimore Pike, is in the process of doing demo work for a new applicant, same occupancy, a restaurant/bar use.

FIRE MARSHAL Mr. Ciocco reported on the following:

- There were six fire related incidents in August.
- There was a small kitchen fire at a condo in Darlington Woods.
- Wawa Corporate cleaned their smoke alarms.

SEO Mike Ciocco, P.E., S.E.O, emailed council a proposal for updating the Borough Sewer Map. He will present the

proposal at the September Work Session.

ROADMASTER/EMC

Mr. Ward reported on the following:

- The grass at the corner of Lenni & Llewelyn Rd needs regular maintenance, the engineer will contact the land developer.
- There is overgrown brush at the intersection of Bodley and Llewellyn Road. Mr. Ward will contact the Village of Valleybrook's HOA concerning this matter.

Zoning

No Report

SOLICITOR'S REPORT

Solicitor Montella presented council with the Second (2nd) Amendment to Development Agreement for Arbour Square. This amendment to the agreement states that the Borough shall pay the annual service and maintenance cost of the two (2) fire hydrants. The Developer agrees that its obligation to reimburse the Borough for the annual service and maintenance cost of the fire hydrants.

MOTION

Upon motion (Ellis/Block) council voted to accept the 2nd Amendment to Development Agreement for Arbour Square.

Solicitor Montella presented council with a Reimbursement Agreement from Wawa Corporate for an Enclosed Surface Storm Water Facility and asked council to consider for approval.

MOTION

Upon motion (Cocozza/Goldberg) council voted to accept terms and conditions for the Wawa Corporate Enclosed Surface Storm Water Facility Reimbursement Agreement.

RESOLUTION
#09-19-A

Councilman Goldberg presented council with a Resolution that would establish Saturday, September 14, 2019 for the Chester Heights Borough Recycling Day, held at the Community Park.

MOTION

Upon motion (Cocozza/Ellis) council voted to approve Resolution #09-19-A.

ENGINEER'S REPORT

Mr. Houtmann, presented council with a brief history of the traffic safety improvements at the Valleybrook & Baltimore Pike Intersection. Mr. Houtmann recommended that council consider the purchase of a Wavetronics Advanced Detection System to improve issues at the Valleybrook & Baltimore Pike Traffic Light. Charles A. Higgins & Sons, Inc., will install the device.

The total cost is \$14,500.00, \$12,800 for equipment and \$1,700 installation.

MOTION

Upon motion (Cocozza/Goldberg) council voted to approve \$14,500.00 from the Liquid Fuels Fund for the purchase and installation of the Wavetronics Advanced Detection System.

Mr. Houtmann reported that he had a conversation with the Concord Township Engineer concerning the Grant Application for Stoney Bank and Valleybrook Traffic Light. Concord Township anticipates the Grants should be awarded within a month.

MAYOR'S REPORT

Councilwoman Ellis updated council concerning the September 27, 2019 Movie Night at St. Thomas Playground. The movie will be the Secret Life of Pets. Zacs Food Truck will be present.

SCHOOL DISTRICT/
EDU/TRAIN/LIBRARY

Ms. Beirne reported the new Assistant Superintendent is Dr. Leslee Hutchinson. The new Principals are Dr. Adam Penning for Concord Elementary School and Mrs. Caitlin Jones for Garnet Valley Elementary School.

FINANCE

Vice President Cocozza presented council with a Budget vs Actual Report for January 1, 2019 thru August 31, 2019.

Actual Income	\$766,189.00
Budget Income	\$444,774.20
Actual Expense	\$ 407,641.40
Budget Expense	\$406,017.10

Vice President Cocozza informed council that there is a new escrow account opened at Bryn Mawr Trust for the Old Quarry Knoll Land Development.

NOMINATING/VACANCY

No report.

COMMUNICATIONS

Councilwoman Ellis reported that the Back to School Drive for Pathways was well supported and would like to thank the Garnet Valley Network for Good and all the people that donated.

There will be a Toy Drive for Pathways coming up. Santa has been booked for the Lunch with Santa Event.

HIGHWAYS/

Councilman Goldberg asked the engineer for an update on

TRANSPORTATION	the line painting for Walnut Hill Boulevard. Mr. Houtmann stated that he will contact several contractors and get bids for the work to be done. Councilman Goldberg asked for an update for the new pole for the radar speed sign on Valleybrook Road.
PLANNING/ZONING	No report.
HISTORICAL	No report.
PUBLIC SAFETY/ ENVIRONMENT	No report.
PUBLIC UTILITES TRASH/RECYCLE	Councilman Goldberg updated council on the September 14 th Recycling Event that will take place on Saturday, September 14, 2019 at the Community Park at 10:00 to noon. J&K will provide confidential shredding, Green Drop will accept household items and eWaste will accept electronic items. The Fire Company will tend to traffic control. Volunteers are needed.
BOROUGH PROPERTY/ PARKS/OPEN SPACE	No report.
ENG/CONSTRC INSPECTIONS	No report.
ORDINANCE/ CODE REVIEW	No report.
OLD BUSINESS	Councilman Ellis reported that material for Newsletter will be submitted.
NEW BUSINESS	Councilman Block presented council with three budget requests for the 2020 Budget. <ul style="list-style-type: none"> - Step up a fund for the MS4 work that will need to be completed to comply with the EPA requirements. - Increase the Open Space Fund from the current \$19,000.00 to \$25,000.00. - Set up a Semisesquitiennial Commission in honor of the 75th anniversary of Chester Heights Borough. Create a commission and set aside \$7,500.00 for commemorative and celebratory events.
<u>PUBLIC COMMENT</u> JIM OTTO 7 HUNTERS LANE	Mr. Otto commented on safety concerns for the No Turn on Red Sign at the Valleybrook and Baltimore Pike Traffic Light. He contacted PennDOT and they recommended he contact the

borough.

MARY KAY BIERNE
13 BISHOPS DR

Ms. Beirne commented that the intersection of Lenni and Llewellyn Roads is starting to look like a swamp, there are puddles on both sides of the road.

MARTA DRISCOLL
458 A LENNI ROAD

Mrs. Driscoll asked if the money for the purchase of the new device for the traffic light is taken from the Liquid Fuels Fund, would excess Snow Removal Invoices be paid out of the General Fund.

JOHN RYAN
9 ROLLING HEIGHTS

Mr. Ryan questioned if the new camera device for the Traffic Light could be used to take photos of license plates and be used for traffic enforcement.

GINAMARIE ELLIS
BISHOPS DR

Councilwoman Ellis reported after the last two rainstorms the first court in Village of Valleybrook has had flooding worse than ever. There is concern that the neighbor who owns the farm next to this area, is mulching his trees. The engineer responded that he recently walked the Village of Valleybrook to observe three areas and that was one of them. He will further look at the situation.

ADJOURNMENT

Upon motion (Ellis/Goldberg) council unanimously voted to adjourn the meeting at 7:57 p.m.

Land Development Dates

31 Smithbridge Road/S.B. Conrad – Submitted Plans 9/18/18, Reviewed Planning Commission 10/29/18 Extension – October 15, 2019

Respectfully Submitted,
Susan Timmins
Secretary/Treasurer