

**Minutes of the Regular Council Meeting
Of the Borough of Chester Heights
Village of Valleybrook Clubhouse
265 Bishops Drive, Chester Heights, PA 19017
January 6, 2020**

Members Present

Drew Baum, President
Steve Coccozza, Vice President
Ginamarie Ellis, Pro Tem
Susan Clarke, Council
Dave Firkser, Council
Laura M. Lim, Council

Officials Present

Gerald C. Montella, Esq., Solicitor
Matt Houtman, Engineer

Call to Order

President Drew Baum called the public meeting to order at 7:12 p.m.

Public Comment

Greg Chestnut
357 Willits Way

Inquired about Powell Presentation. President Baum requested questions and comments be held until presentation is made. President Baum also notified the public this is the first presentation brought to Council and there will be more before any decisions are made.

T. Law
First Lego League
Robotics
Team SHAZZAM6

T. Law is Team Captain for her Robotics Team – SHAZZAM6 and is encouraging a recycling program for our Chester Heights Post Office. She is also requesting the Borough’s help with financing support so the Post Office is able to acquire a recycling program. President Baum addressed T. Law and asked her to come back to the Work Session Meeting on January 27, 2020.

Powell Property Presentation – Joseph Damico, Glenn Powell, Thomas Comitta:

Represents Lorraine B. Powell, owner of certain lands on Valleybrook & Smithbridge Roads consisting of 62.654 acres. Aerial photograph Distributed to Council entitled “Powell Property”. Mr. Damico’s client intends to subdivide and then reverse subdivide the property to create the 62.654 acre parcel of land as shown to Council. The client proposes to develop 13.73 acres of the property with 8 duplex townhouses and 12 triplex townhouses (total est. 52 units) and dedicated the balance of 48.924 acres to the Borough of Chester Heights as “Common Open Space”. The former Powell residence house is part of the “Common Open Space” and would be part of the dedication to the Borough of Chester Heights.

The developed area will have access to Smithbridge Road and an emergency access to Valleybrook Road. The property is Zoned R-1A except for a small portion fronting on Smithbridge Road which is Zoned B Business as shown on Site Analysis Plan given to Council.

The development portion of the property would be served by public water and sewer.

The proposed development would require that the property be Zoned to Planned Residential Development (PRD) under the Chester Heights Borough Zoning Ordinance.

As stated in the PRD Ordinance, the purposes of Planned Residential Development are in part: "To recognize the need for rational direction for increasing urbanization and to meet the growing demand for housing of all types while at the same time minimize the loss of open countryside; to preserve the semirural atmosphere of the Borough; to forestall inadequacies to community services and facilities, and to protect property values in the existing residential areas." In addition, as provided in the Purposes subparagraph (e), "to encourage more flexible land development which will respect and conserve natural resources such as streams, lakes, floodplains, ground water, wooded areas, steeply sloped areas, and areas of unusual beauty or importance to the natural ecosystem." The Plan meets the development standards of the PRD district as set forth in Section 185-61 of the Planned Residential District in that (a) the PRD must have a minimum of 50 acres and 62.654 acres are provided; (b) the units would be single family semidetached and attached units; (c) the maximum density permitted under the PRD Ordinance is 4 units per acre or a total of 248 units wherein only 52 units are proposed; (d) under the PRD Ordinance not less than 70% of the total area of the PRD shall be devoted to open space and the proposed open space is projected to be 77%.

Councilwoman Clarke expressed concerns about the developers estimated 52 units only bringing 15 children into the Boroughs School District. Mr. Comitta responded to concerns and advised Council that the estimate was done within normal limits and suggests that Engineer Houtman can research as the plan progresses.

Solicitor Montella will review the Zoning overlay and give Council his input at the appropriate time.

President Baum suggests that the new sewer plan be reviewed to see what that means for the residents in the Borough for possible hook up.

President Baum presented Trooper Jessica Tobin for yearly report:

Trooper Tobin reviewed the police incident report for 2019 as well as gave some tips to keep safe and to remember to call alarm company if your alarm was accidentally set off.

Community Events:

January 8, 2020 Delaware County Juvenile Detention Center, Cyber Bullying

January 15, 2020 Conestoga H.S., Main Line Camp Fair, Troop K Camp Program, 5:30-8 p.m.

January 24, 2020 Rose Tree Media School District, 5th Grade Career Fair, Penncrest High School

President Baum inquired about new hires for State Police with the up and coming SEPTA Train Station. Trooper Tobin acknowledged concerns and informed everyone that the State Police hired 7 more Troopers as of January 2020.

Approval of Minutes for December 2, 2019 Regular Council Meeting

MOTION

Upon Motion, Council (Cocozza/Ellis) voted and approved the December 2, 2019 Regular Council Meeting Minutes.

Approval of Secretary/Treasurer Report for December 2019

Receipts

Real Estate Transfer Tax	\$	7,903.70	Treasurer of Delaware County
Court Fines	\$	5.37	District Court
Oct Remit	\$	24.14	Treasurer of Delaware County
State Police Fines	\$	417.04	Treasurer of Pennsylvania
Performance Grant	\$	2,089.00	Treasurer of Pennsylvania
U&O Inspection	\$	90.00	51 Bishops Dr
U&O Inspection	\$	90.00	77 Hunters Ln
U&O Inspection	\$	90.00	1 Ashley Ct
Bldg/HVAC/Plmg/Elec Permits Lot 7 & 9	\$	7,592.00	LeNape Valley
Bldg Permit	\$	475.00	12 Highland Dr
Bldg Permit	\$	555.00	73 Hunters Ln
Elec Permit	\$	50.00	2 Miller Way
Bldg Permit	\$	130.00	259 Bishops Dr
Bldg Permit	\$	550.00	24 Highland Dr
Bldg Permit	\$	465.00	1730 Walnut Hill Blvd
Bldg Permit	\$	290.00	3 Hunters Ln
Plmg Permit	\$	90.00	3 Hunters Ln
Bldg Permit	\$	340.00	257 Llewellyn Rd
HVAC Permit	\$	155.00	201 Nottingham Ct
HVAC Permit	\$	155.00	196 Nottingham Ct
HVAC Permit	\$	155.00	94 Bishops Dr
Plmg Permit	\$	375.00	2 Rolling Heights Ln
Reimburse Constant Contact	\$	100.50	Ginamarie Ellis
Septic Permit	\$	375.76	156 Logtown Rd
Reimburse/Eng/Sol Review	\$	187.88	Wawa Annex 5

Reimburse/Eng/Sol Review	\$	294.79	240 Wawa Rd
TOTAL	\$	23,045.18	

Fund Balances,

Certificates of Deposit Balance

CD, 12 Month, @ 1.25% 5/2020	\$	45,321.62	Iron Workers Bank
EBond	\$	15,000.00	Bryn Mawr Trust
Total Certificates of Deposit	\$	60,321.62	

General Fund Balance

PLGIT GF 12/31/2019 @ 1.50%	\$	912,278.37	Source PLGIT GENERAL FUND
PLGIT I-Class 12/31/2019 @ 1.62%	\$	303,375.09	PLGIT GENERAL FUND
Money Manager 11/27/2019 @ 1.75%	\$	9,534.14	Santander #4079
Road Improv Fund 11/27/2019 @ 1.75%	\$	108,799.46	Santander #4060
Total Funds in General Fund	\$	1,333,987.06	

PA Liquid Fuels Fund Balance

Checking Account 12/31/2019 @ 1.50%	\$	61,809.34	PLGIT Acct #5116038
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Open Space Fund Balance

PLGIT/ I -Class 12/31/2019 @ 1.62%	\$	19,727.17	PLGIT Acct #5116056
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Fire Protection Fund Balance

Fire Protect Fund Check 12/31/2019	\$	171.33	BMT Acct #9579
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Expenditures

January Rent	\$	1,500.00	Chester Heights Fire Company
1st Qtr Contribution	\$	7,500.00	Chester Heights Fire Company
1st Qtr LST	\$	12,500.00	Chester Heights Fire Company
TL Valleybrk/Baltimore Pk	\$	6,688.00	Charles A. Higgins
Storage Rental	\$	224.72	Chester Heights Self Storage
Park Lawn Maintenance #007	\$	860.00	Scott's Lawn Servie
Office Clean	\$	80.00	Brenda Martin Cleaning Services
Council Plaques	\$	128.00	T/A Sandrose Trophies
Website Renewal	\$	504.00	PSAB
Annual Software Fee	\$	105.99	Microsoft
Boot Camp	\$	405.00	PSAB
General Matters	\$	1,464.50	Gerald C Montella, Esq.
Reimburse/Arbour Square	\$	87.00	Gerald C Montella, Esq.
Reimburse/Rose Hill	\$	406.00	Gerald C Montella, Esq.
Bldg Permit/Arbour Square	\$	6,633.70	Richard Jensen

Park Trash	\$	87.00	Opdenaker
Name Plates	\$	31.62	Name Tag Country
4th Qtr UCC Fee	\$	337.50	DCED
Fire Marshal Compensation	\$	713.76	Michael Ciocco
Reimburse Software Fee	\$	105.99	Michael Ciocco
Reimburse/CH Storage	\$	125.26	Catania Engineering Assoc
Storm Sewer/240 Wawa Rd	\$	294.79	Catania Engineering Assoc
Storm Shed/Wawa Annex 5	\$	187.88	Catania Engineering Assoc
Office Envelopes	\$	168.00	The Country Press
Lunch w Santa/Photograper	\$	502.00	La Bella Vita
Lunch w Santa/Santa	\$	300.00	Santa Joe
Lunch w Santa	\$	8.00	The Snack Shack
Lunch w Santa	\$	9.53	Dan Mertz Gen Merch
Lunch w Santa	\$	615.00	The Country Press
Lunch w Santa	\$	32.86	Dollar Tree
Lunch w Santa	\$	94.72	Big Lots
Lunch w Santa	\$	20.00	Walgreens
Lunch w Santa	\$	25.97	Five Below
Lunch w Santa	\$	61.38	Home Depot
Lunch w Santa	\$	59.28	Home Depot
Lunch w Santa	\$	69.32	Manbroso's
Lunch w Santa	\$	55.12	Chick Fila
Lunch w Santa	\$	253.78	Primos
Lunch w Santa	\$	49.14	Wegmans
Road Patching	\$	784.80	John A DiRocco GC
Postage	\$	68.15	Chester Heights Post Office
Office Supplies	\$	31.50	Office Basics
Monthly Comp	\$	788.25	Larry Ward
Phone/Office/Fire Marshal	\$	116.38	Windstream
Admin Assist	\$	1,168.46	Darlene Kurten
PECO TL	\$	52.97	PECO
PECO SL	\$	822.12	PECO
Monthly Fee	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
4th Qtr PAUC	\$	26.65	PA UC
4th Qtr PA	\$	1,363.36	PA Dept of Rev
941 Payroll	\$	4,574.40	EFTPS
Sec/Treas Compensation	\$	3,995.03	Susan Timmins
Dig Notifications	\$	22.55	PA One Call
Meter Usage	\$	99.60	Graffen
Copier/Scanner	\$	161.42	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	121.87	Aqua Pennsylvania
47 Hydrants@ \$36.30 per Hydrant	\$	1,706.10	Chester Water Authority

Total Expenditures	\$	59,299.59
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PA Liquid Fuels Fund Expenditures

Snow Remov Invc #9976	\$	1,080.00	Moore Outdoor
Snow Remov Invc #10018	\$	1,080.00	Moore Outdoor
Snow Remov Invc #10005	\$	1,080.00	Moore Outdoor
Total Expenditures	\$	<u>3,240.00</u>	

Fire Protect Fund Expenditures

Borough Contribution

MOTION

Upon Motion, Council (Cocozza/Firkser) voted and approved the December 2019 Secretary/Treasurers Report.

Correspondence

Councilwoman Ellis Reported:

- Delaware County Veteran’s Memorial Association offers a casket Flag raising ceremony for deceased Veteran’s families that want to Honor their loved ones.
- Delaware County is reaching out to people in the community to recommend a team player for the role of hosting a Focus Group. Visit Delaware County Website for information.
- Green Region is doing a bonus grant for free planting.
- PA Association of Boroughs would like to help contribute to our 75th Anniversary.
- CRC 50th Anniversary update, one of the highlights was the 10 tons of trash removed from 35 sites throughout watersheds during the 22nd Annual Stream Clean Up in April.
- Delaware County Office of Housing Development is looking at getting funding through the 2020 Census Program.
- Pathways thanks Council for the coat and toy drive held in December 2019.
- Concerns for Council having meetings at Village of Valleybrook Clubhouse.

Inspector’s Reports

Building Inspector

No Report.

Fire Marshal Ciocco reported his review for 2019:

In accordance with Chester Heights Fire Code “153, section 106.1 the Fire Marshal shall render a report to Borough Council on or before the February meeting of each year. This report contains a record of all proceedings under the Fire Code during the preceding year.

As Fire Marshal, this past year I have continued building a network of communication with the residents and businesses of Chester Heights. I continue to work with Homeowner's Organizations at Darlington Woods, Village of Valleybrook, Rolling Heights Estates, Madison and the Hollow @ Fox Valley. I have worked with the Fire Chief coordinating drills to familiarize the fire company with new buildings and locations. For 2020, I will continue to author articles for our newsletter with fire safety tips for in and around the home. This year's safety theme is "Update Alarms" both your Smoke Detector and Carbon Monoxide Detector.

The response of the public's willingness to adopt Fire Safety in their daily Lives is always a challenge. There were sixty-three incidents this year. This was a 1.03% decrease. Analysis of investigations revealed AFA's (automatic fire alarms), storms, workmen and faulty devices. For Pathway's residents are allowed up to 24 months of assistance. New residents will require fire safety training classes in 2020.

Budgetary guidelines were met this year. The main expenditures were Dues to the National Fire Protection.

We are about to enter a new decade and I would like to look back at the last three years decades while serving as Fire Marshal. Upon accepting the position of Fire Marshal, I immediately revised and fine-tuned the Fire Code to ensure the safety and wellbeing of our residents. Viewing the NFPA Fire Statistics I formulated a list of requirements for home sales and the issuance of a C.O. Business inspections also updated.

Chester Heights has become a safer community under the tutelage of our Emergency Manager, Fire Chiefs, Building Inspectors and Fire Marshal.

EMC/Roadmaster

Roadmaster Ward reported:

- PA1 calls are routine and cleared.
- PA 1 notified Roadmaster Ward of their new mapping program and that it was up and running. He will also work with Engineer Houtman to get the Borough's map into the program.
- Roadmaster Ward is working with Engineer Houtman on fixing/monitoring the snow/salt removal service. Engineer Houtman reached out to the company and discussed a better plan for snow/salt removal.

Zoning

No Report.

Solicitor's Report

Solicitor Montella reported:

A 90-day extension was secured on the agreement of sale to Mr. Strine And the new settlement will be at the end of March.

Engineer's Report

Engineer Houtman reported:

A proposal was secured from PNDI (Pennsylvania Natural Diversity

Inventory). Scott Bush will conduct a habitat study of the Strine parcel to see if in fact that the threatened turtle is living on the land. The habitat study will cost \$2,000.00 once this is done Council can decide to proceed or further investigate depending on if anything has been discovered.

Engineer Houtman asks Council to approve a 90-day extension for S.B. Conrad/31 Smithbridge Land Development.

MOTION

Upon Motion, Council (Ellis/Firkser) voted and approved the 90-day extension for S.B. Conrad/31 Smithbridge Land Development.

Mayor's Report

No Report.

Committee Reports

President Baum addressed Council and asked member's to please submit interest in the Committee's they would like to work/support on in an email to him and he will work on the reorganization of the committee's and they will be announced at the Work Session Meeting on January 27, 2020 along with the newly formed Borough Police Protection Committee and the Mayor's Event Committee.

School District/Education No Report.

Training/Library

Finance/Insurance No Report.

- Sub-Committee-Fire Co./Finances

No Report.

Nominating/Vacancy

No Report.

**Communications/
Publications**

Councilwoman Ellis reported:
Lunch with Santa on December 7, 2019 hosted well over 100 families the event overachieved what was expected. Thanks to Mayor Stacey Smith who planned the whole event, Councilwoman Clarke who came to help out and also directed traffic, Roadmaster Ward for the preparation and clean up, Austin (Fire Fighter) volunteered and gave Fire Truck tours to the kids and a thank you to all who helped out.

Highways/Transportation No Report.

Planning/Zoning No Report.

Historical No Report.

Public Safety/Environmental-No Report.

Public Utilities/Trash/Recycle-No Report.

Borough Property/Parks/Open Space-No Report.

Engineering/Construction/Inspections-No Report.

Ordinance/Code Review- No Report.

Old Business No Report.

New Business

President Baum reported on the Council Vacancy:

On November 12, 2019 Councilwoman Theresa Agostinelli submitted her resignation to Council, on December 22, 2019 the resignation was

deemed accepted, leaving Council with a vacancy. Councilwoman Ellis will post the vacancy on Facebook and other social medias. Also, any residents that have any interests to email a letter of interest and resume to Borough. President Baum and Council will name the vacancy chair on January 27, 2020 at the Work Session Meeting.

Public Comment

Marta Driscoll
458A Lenni Road

Expressed concerns about when Council should abstain.
Solicitor Montella addressed and answered concerns.

Philip Block
57 Willits Way

Expressed his concern on the Powell presentation not being forthcoming.
President Baum addressed concerns and let everyone know Council is well informed on situational issues.

Greg Chestnut
317 Willits Way

Expressed his concerns about the Powell presentation with the estimated number of new children that the new homes would bring into the school district.

President Baum and Councilwoman Clarke along with Mr. Chestnut will work on getting a better estimate for potential new families with children.

ADJOURNMENT

Upon Motion, Council (Ellis/Cocozza) unanimously voted to adjourn meeting at 8:15 p.m.

Land Development Dates:

S.B. Conrad – 31 Smithbridge – Submitted Plans 12/18/18, Reviewed Planning Commission 10/25/19, Extension – January 14, 2020, Extension – April 14, 2020.

Respectfully Submitted
Darlene Kurten
Recording Secretary