



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 7, 2021

- Call to Order** President Baum requested a moment of silence for the 20<sup>th</sup> Anniversary of 9/11 and the victims and families impacted. The public meeting was called 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  
Ginamarie Ellis, Vice President  
Laura M. Lim, Pro Tem  
Bob Adams, Council  
Natalie M. Anderson, Council  
Susan Clarke, Council  
Fred Wood, Mayor
- Officials Present** Gerald C. Montella, Esq., Solicitor  
Matthew R. Houtmann, P.E., Engineer  
Mike Maddren, Esq., Alt Solicitor
- Remembrance** President Baum announced the passing of retired Alt. Solicitor Pete Rohana, Esq. Mr. Rohana was resident of Chester Heights for 25 years, and served as the Alt. Solicitor for the Borough of Chester Heights 2010 – 2021. Mr. Rohana will be missed, thoughts and prayers for Pete's family.
- Public Comment:**
- Marta Driscoll – 458 A Lenni Road
  - Abhi Gupta – 55 Hunters Lane
  - Rob Carminuti – 27 Hunters Lane
  - Samasn Redde – 3 Hunters Lane
  - Venkateswarlu – 30 Hunters Lane
  - Kumar Thiru – 11 Hunters Lane
  - Ramesh Mahankali – 22 Hunters Lane
  - Devanand – 31 Hunters Lane
  - Thanganrurhuk Vaiyapuri – 32 Hunters Lane
  - Rajat Tandom – 23 Hunters Lane

**Approval of Meeting Minutes:**

**August 2, 2021, Regular Council Meeting Minutes**

**MOTION** Upon Motion, Council (Ellis/Clarke) voted and unanimously approved the August 2, 2021, Regular Council Meeting Minutes.

**Approval of the August 2021 Treasurer Report:**

<b><i>Receipts</i></b>		<b><i>Source</i></b>
Real Estate Transfer	\$ 22,061.00	Treasurer of Delaware County
2nd Qtr Franchise Fee	\$ 8,444.23	Verizon
Local Service Tax	\$ 6,049.71	Berkheimer
July Remit	\$ 1,094.34	Treasurer of Delaware County
July Collections	\$ 465.69	Maryann D Furlong, TC
Court Fines	\$ 36.18	District Court
U&O Inspection	\$ 90.00	45 Ashley Ct
U&O Inspection	\$ 90.00	73 Bayberry Ct
U&O Inspection	\$ 90.00	136 Heather Ln
U&O Inspection	\$ 90.00	47 Bishops Dr
U&O Inspection	\$ 90.00	13 Bishops Dr
U&O Inspection	\$ 90.00	198 Nottingham Ct
Recycling Grant	\$ 7,149.77	Commonwealth of PA
Bldg Permit	\$ 380.00	63 Hunters Ln
Bldg Permit	\$ 1,200.00	200 Wawa Rd
Bldg Permit	\$ 1,420.00	77 W Baltimore Pk
Bldg Permit	\$ 275.00	267 Baltimore Pk
Fire Safety Inspection	\$ 400.00	Merrill Gardens
Fire Safety Inspection	\$ 1,300.00	Mini U Storage
Fire Safety Inspection	\$ 15,560.00	Madison
Fire Safety Inspection	\$ 400.00	St Thomas School
Fire Safety Inspection	\$ 400.00	St Thomas Church
Fire Safety Inspection	\$ 575.00	PathWays
Electrical Permit	\$ 85.00	63 Ivy Ln
Fire Hydrant Reimburse	\$ 181.50	Madison
Fire Hydrant Reimburse	\$ 181.50	Brookefield
Fire Hydrant Reimburse	\$ 399.30	Darlington Woods
<b>TOTAL</b>	<b>\$ 68,598.22</b>	

***Fund Balances,***

***Certificates of Deposit Balance***

Business Money Market 0.55%	\$ 50,021.33	Malvern Bank
EBond	\$ 15,000.00	Bryn Mawr Trust
<b>Total Certificates of Deposit</b>	<b>\$ 65,021.33</b>	

**General Fund Balance**

PLGIT GF/Class 08/31/21 @ 0.01%	\$ 231,354.68	PLGIT General Fund
PLGIT GF/Prime 08/31/21@ 0.04%	\$ 700,052.86	PLGIT General Fund
CH General Fund 08/31/21 @ 0.10%	\$ 305,269.76	Santander #5032
Money Manager 08/31/21 @ 0.10%	\$ 9,599.11	Santander #4079
Road Improv Fund 08/31/21 @ 0.10%	\$ 62,910.20	Santander #4060
American Rescue Plan 08/31/21 @ 0.10%	\$ 143,520.76	Santander #5024
Total Funds	\$ 1,452,707.37	

**PA Liquid Fuels Fund Balance**

Checking Account 08/31/21 @ 0.01%	\$ 109,078.33	PLGIT Acct #5116038
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**Open Space Fund Balance**

PLGIT/ I -Class 008/31/21 @ 0.01%	\$ 12,236.50	PLGIT Acct #5116056
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**Fire Protection Fund Balance**

Fire Protect Fund Check 08/31/21	\$ 5,126.57	BMTC Fire Protect Fund #9579
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**Expenditures**

July Rent	\$ 1,500.00	Chester Heights Fire Company
Fire Safety Inspections	\$ 256.00	Chester Heights Fire Company
U&O Inspections	\$ 540.00	Chester Heights Fire Company
Fire Company Audit	\$ 9,000.00	Leitzell & Economidis, PC
Tax Collector Audit	\$ 2,900.00	Leitzell & Economidis, PC
Office Cleaning	\$ 160.00	Brenda Martin Cleaning Services
Meeting Room Rental	\$ 150.00	Village of Valleybrook
Storage Unit Tax	\$ 17.70	Mini U Storage
Monthly Storage Fee	\$ 312.70	Mini U Storage
eCodes Annual Maintenance	\$ 1,195.00	General Code
U&O Inspections	\$ 481.78	Richard Jensen
Fire Safety Inspections	\$ 912.61	Richard Jensen
Various Bldg Permits	\$ 96.27	Richard Jensen
Various Bldg Permits	\$ 2,100.38	Richard Jensen
Reimburse/53 W Baltimore Pk	\$ 132.50	Catania Engineering Assoc
Septic/279 Llewellyn Rd	\$ 33.13	Catania Engineering Assoc
Septic/209 Wawa Rd	\$ 198.76	Catania Engineering Assoc
Trash Removal	\$ 50.00	Opdenaker
Balt Pk Walnut Hill TL	\$ 245.00	Charles A Higgins & Sons
St Thomas Flashers	\$ 70.00	Charles A Higgins & Sons
Smithbrdg/Vallybrk TL	\$ 152.00	Charles A Higgins & Sons
Memorial Flowers/Rohana	\$ 108.57	Wise Originals
General Matters	\$ 1,653.00	Gerald C Montella, Esq.
Reimburse/53 Baltimore Pk	\$ 14.50	Gerald C Montella, Esq.
Reimburse/LeNape Valley	\$ 58.00	Gerald C Montella, Esq.

Reimburse/Reserve Stoney Bank	\$	14.50	Gerald C Montella, Esq.
School Fund Drive	\$	44.00	The Country Press
Recycling Day	\$	860.35	The Country Press
Road Mst/EMC Compensation	\$	792.24	Larry Ward
Fire Marshal Compensation	\$	615.20	Michael Ciocco
Office Expense	\$	159.26	Office Basics
Legal Adv	\$	55.43	21st Century Media
Office Supplies Reimburse	\$	35.36	Darlene Kurten
Recording Sec Compensation	\$	2,537.88	Darlene Kurten
PECO TL	\$	35.12	PECO
PECO SL	\$	552.94	PECO
Annual Subscription	\$	199.50	Idrive
Phone/Office/Fire Marshal	\$	106.99	Verizon
Phone/Office/Fire Marshal	\$	31.23	Verizon
Open Records Officer Compensation	\$	521.93	Megan Killian
Office Expense	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
Annual Bonding Treasurer	\$	443.75	Arthur J Gallagher Risk Management
PA Payroll	\$	431.13	PA Dept of Rev
941 Payroll	\$	3,549.54	EFTPS
Sec/Treas Compensation	\$	3,990.68	Susan Timmins
Dig Notification	\$	34.23	PA One Call
Meter Usage	\$	46.91	Graffen
Copier/Scanner	\$	153.73	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	94.05	Aqua Pennsylvania
47 Hydrants@ \$36.30 per Hydrant	\$	1,706.10	Chester Water Authority
Total Expenditures	\$	39,451.12	

***PA Liquid Fuels Fund Expenditures***

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***Fire Protect Fund Expenditures***

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**MOTION** Upon Motion, Council (Clarke/Adams) voted unanimously and approved the August 2021 Treasurer Report.

**Correspondence:**

Vice President Ellis reported on multiple pieces of correspondence and advised Council.

**INSPECTOR'S REPORTS:**

**Building Inspector – No Report**  
Richard Jensen

**Fire Marshal – No Report**  
Mike Ciocco

**Sewage Enforcement – No Report**  
Mike Ciocco

**EMC- Roadmaster – Larry Ward** Roadmaster Ward reported PA 1 Calls – cleared without incident. The roads and bridges were monitored due to incoming storms. The CH Fire Company was staffed with 13 members ready and waiting incase needed. Four members were sent to Montgomery County to assist with a swift water task force.

**SOLICITOR'S REPORTS:**

Alt. Solicitor Maddren presented Stipulations for consideration, determined that the assessment/fair market value of the subject real estate located in Chester Heights, Delaware County, Pennsylvania, bearing Folio No. shall be fixed as set forth in these Orders.

No Change:

**Folio No. 06-00-00040-00 – 0 Lenni Rd**

Tax Year 2021

Assessment \$237,010.00

Fair Market Value \$237,010.00

Tax Year 2022

Assessment \$237,010.00

Fair Market Value \$237,010.00

**Folio No. 06-00-00041-00 – 492 Lenni Rd**

Tax Year 2021

Assessment \$165,570.00

Fair Market Value \$165,570.00

Tax Year 2022

Assessment \$165,570.00

Fair Market Value \$165,570.00

**Folio No. 06-00-00042-00 – 490 Lenni Rd**

Tax Year 2021

Assessment \$1,097,420.00

Fair Market Value \$1,097,420.00

Tax Year 2022

Assessment \$1,097,420.00

Fair Market Value \$1,097,420.00

Amendments:

**Folio No. 06-00-00060-15 – 4105 Lydia Hollow Dr**

Assessment	\$146,600.00
Stipulation	\$126,500.00

**National America LLC – 53 W. Baltimore Pike**

Assessment	\$4,808,610.00
Stipulation	\$1,800,000.00

President Baum requested a Motion to amend real estate properties at 4105 Lydia Hollow Dr, Assessment Amount \$146,600.00 to the Stipulation Amount of \$126,500.00 and National America LLC, 53 W Baltimore Pike Assessment Amount \$4,808,610.00 to the Stipulation Amount of \$1,800,000.00. These Stipulation amendments were previously approved by the Garnet Valley School District.

***MOTION***

Upon Motion, Council (Ellis/Anderson) voted and unanimously approved the amendments to real estate properties at 4105 Lydia Hollow Dr, Assessment Amount \$146,600.00 to the Stipulation Amount of \$126,500.00 and National America LLC, 53 W Baltimore Pike Assessment Amount \$4,808,610.00 to the Stipulation Amount of \$1,800,000.00. Stipulation amendments were previously approved by the Garnet Valley School District.

Solicitor Montella requested a Motion for Council to allow him to advertise for the Winter Services Contract 2021/2022, 1 year contract.

President Baum requested a Motion to allow Solicitor Montella to advertise and prepare the 2021/2022 Winter Services Contract, 1 year agreement.

***MOTION***

Upon Motion, Council (Lim/Clarke) voted and unanimously approved Solicitor Montella to advertise and prepare the 2021/2022 Winter Services Contract, 1 year agreement.

Solicitor Montella updated Council about the draft ordinances for marijuana dispensaries and growth/processing. Waiting for both the Borough's Planning Commission's and the Delaware County Planning Commission's review and comments.

**Resolution #9-21-A**

Solicitor Montella presented Resolution #9-21-A:  
A Resolution of the Borough of Chester Heights, Delaware County, Pennsylvania, approving the filing of an application for the Delaware County Municipal Grant Program Assistance.

1. That the Borough of Chester Heights, Delaware County, Pennsylvania hereby approves the filing of the application for Delaware County Municipal Grant Program assistance.
2. That Ann Hutchinson, Senior Director of Municipal Planning for Natural Lands, is hereby authorized and directed to execute and file the appropriate forms with the Delaware County Planning Department.

**MOTION** Upon Motion, Council (Baum/Ellis) voted and unanimously approved Resolution #9-21-A. A Resolution of Borough of Chester Heights, Delaware County, Pennsylvania, approving the filing of an application for the Delaware County Municipal Grant Program assistance.

**Resolution #9-21-B** Solicitor Montella presented Resolution #9-21-B:  
A Resolution of the Borough of Chester Heights, Delaware County, Pennsylvania allowing Council to schedule the "Chester Heights Recycling Day" on Saturday, September 25, 2021, from 9am to 12pm at the Chester Heights Community Park.  
President Baum called for a Motion:

**MOTION** Upon Motion, Council (Lim/Ellis) voted and unanimously approved Resolution #9-21-B. A Resolution of the Borough of Chester Heights, Delaware County, Pennsylvania allowing Council to schedule the "Chester Heights Recycling Day" on Saturday, September 25, 2021, from 9am to 12pm at the Chester Heights Community Park.

**ENGINEER'S REPORTS:**

Engineer Houtmann reported and updated Council on LeNape Valley & Brookefield, final inspections are approaching, and developers have been encouraged to move on check list.  
Rose Hill Development – Inspections have been made as developer progresses.  
Mattson Road repaving should begin early October 2021, Council needs to consider whether to move forward with stabilization in an area, on Mattson Road near the bridge, for an additional cost.

**Mayor Report:** Mayor Wood reported a bamboo issue at Valleybrook & Wawa Roads, which continues to be an issue for visibility. Solicitor Montella suggested the Borough contact property owner to address the issue.  
Inspector Jensen to follow up.

President Baum announced an Executive Session will take place after all reports have been made.

**COMMITTEE REPORT'S:**

**School District – Education – Training – Library –  
Chair Susan Clarke, Debra Miller, Mary Kay Beirne**

Councilwoman Clarke reported a donation of \$203,603.60 will be used to help expand the Rachel Kohl Community Library in Concord Township. The donation was presented on August 10, 2021. Wilbur and Paralee Wiley, former residents of Chester Heights, made the substantial donation, presented by Ms. Lee Greskiewicz, daughter of the Wileys.

Garnet Valley School District announced a mask mandate on August 26<sup>th</sup>, all children are required to wear masks.

**Finance – Insurance –**

**Chair Mayor Wood, Members Lim, Timmins**

Pro Tem Lim reported an escrow account with a zero (0) balance that has been reconciled. For 240 Wawa land development, account with Bryn Mar Trust, account ending with 2416.

Pro Tem Lim requested a Motion to close the account.

**MOTION** Upon Motion, Council (Baum/Anderson) voted and approved to close the escrow account ending with 2416 with Bryn Mar Trust, with a zero (0) balance. Vice President Ellis Abstained.

Pro Tem Lim requested a Motion to close out a PLGIT account, that was held for multiple properties and was cleared out in the year 2006. Interest of \$204.15 has accrued in this account.

1. Move \$204.15 into the Borough's General Fund Account.
2. Close PLGIT Account.

**MOTION**

Upon Motion, Council (Baum/Adams) voted and unanimously approved to move \$204.15 into the Borough's General Fund Account and to close PLGIT Account.

Pro Tem Lim reported the Historical Committee will need extra funding for the DiSalvo Signage. The project requires an additional \$2,200.00.

Councilwoman Clarke requested an approval for up to \$2,500.00 for additional fees for DiSalvo Signage.

**MOTION**

Upon Motion, Council (Clarke/Baum) voted and unanimously approved the additional amount not to exceed \$2,500.00 for the DiSalvo Park Signage.

Pro Tem Lim reminded Council to report to Finance Committee, in regards to the 2022 Budget preparation.

**Sub-Committee – Fire Company Finance –** Sam Iannucci requested a budget/tax review with finance committee.

**Chair Dave Firkser, Member Baum**

**Nominating Vacancy –**

**Chair Dave Firkser, Member Baum**

President Baum reported Glenn Mon has not officially submitted a resignation letter to the Borough. Solicitor Montella suggested the Secretary determine when Mr. Mon's term expires, also to try to contact him by email and last known phone number. With the sale of Mr. Mon's property, he may no longer be considered a resident of Chester Heights.

**Communications – Public Relations –**

**Chair Ginamarie Ellis, Member Lim**

Vice President Ellis reported the committee is having a "Back to School Drive" for Pathways. Pathways has 22 school aged children living there, which is the highest number in a long time. Kim Fink (former resident of Chester Heights) purchased quality backpacks for every child. The Newsletter was submitted and awaiting final editing. Theme of the Newsletter content is the history of Chester Heights.

**Mayor's Event Committee –**

**Chair Mayor Wood, Members Anderson, Ellis**

Vice President Ellis updated Council "Movie Night" will be September 17, 2021, at St. Thomas. The movie being presented is the original "Princess Bride". Plum Pit Food Truck will be onsite and ready to open at 6:30pm. Snacks, water and glow sticks will be given out.

**Historical Committee –**

**Chair Susan Timmins, Member Anderson, Volunteer Ierati, Searl**

Secretary Timmins updated Council "Historical Sign Event" will be Sunday, September 26, 2021, at 4:00pm for the unveiling of the DiSalvo Park Sign and the Historical property sign giveaways.



**Planning – Zoning –**

**Chair Susan Clarke, Members Baum, Firkser**

Councilwoman Clarke reported the Planning Commission held a meeting on August 26. The application for the property at 53 W Baltimore Pike was discussed, possible medical office building. Also, on the agenda were the medical marijuana dispensaries and growth/processing facilities. Council did not get the official report/minutes yet from Planning Commission.

**Engineering – Construction – Inspections – No Report**

**Chair Susan Clarke, Members Baum, Firkser**

**Ordinance – Code Review – No Report**

**Chair Susan Clarke, Members Baum, Firkser**

**Public Safety – Environmental – No Report**

**Chair Drew Baum, Member Firkser**

**Borough Police Protection – No Report**

**Chair Drew Baum, Members John Ryan, Jack Higgins, Rich Wood Jr., Philip Block**

**Borough Property – Parks – Open Space –**

**Chair Drew Baum, Members Lim, Wood**

Pro Tem Lim reported on the Proposal for Use Planning at the Darlington Tract, by Natural Lands Trust, the amount for the Darlington Tract Use Plan is \$9,200.00.

Pro Tem Lim requested a Motion to approve \$9,200.00 paid to Natural Lands Trust to develop a Use Plan at the Darlington Creek Park.

***MOTION***

Upon Motion, Council (Baum/Adams) voted and unanimously approved to pay \$9,200.00 to Natural Lands Trust to develop a Use Plan for Darlington Creek Park.

Pro Tem Lim reported Delaware County Conservation offered Spotted Lantern Fly traps if municipalities needed them. Karen from DCC is holding 20/30 traps for the Borough. The traps should be available in the next couple weeks.

**Highways – Transportation – No Report**

**Chair Dave Firkser, Member Larry Ward**

**Public Utilities – Trash – Recycling –**

**Chair Laura M. Lim, Members Anderson, Ellis**

Pro Tem Lim reported “Chester Heights Recycling Day” will be held Saturday, September 25, 2021, at 343 Valleybrook Road, the Chester Heights Community Park from 9 am to 12 pm.

The Garnet Valley Honor Society is volunteering for community hours.

**Old Business:**

Engineer Houtmann requested Council make a recommendation about the Mattson Road repaving, addition of widening of a certain portion of the road, which can be discussed at the Work Session Meeting for approval.

**New Business:** Councilwoman Clarke requested a Year to Date, Budget spreadsheet to help with preparation for the 2022 Budget.

**Additional Period for Public Comment:**  
Marta Driscoll – 458 A Lenni Road

**Executive Session** **President Baum announced in accordance with Act 84, the Sunshine Law that Council will meet in Executive Session to discuss matters regarding real estate. Council met in Executive Session starting at 8:14 pm to 8:46 pm.**

**ADJOURNMENT:** Upon Motion, Council (Lim/Ellis) voted and unanimously approved to adjourn meeting at 8:47 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, Reviewed Planning Commission 05/27/21.  
**53 Baltimore Pike** – Submitted – June 18, 2021, Planning Commission, Review August 26, 2021 – Extension November 24, 2021.

Respectfully Submitted  
Darlene Kurten, Recording Secretary