

**Minutes of the Regular Council Meeting  
Of the Borough of Chester Heights  
The Village of Valleybrook – Clubhouse  
265 Bishops Drive  
Chester Heights, PA 19017  
August 2, 2021**

**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  
Ginamarie Ellis, Vice President  
Laura M. Lim, Pro Tem  
Bob Adams, Council  
Natalie M. Anderson, Council  
Susan Clarke, Council  
Dave Firkser, Council  
Fred Wood, Council

**Officials Present**      Gerald C. Montella, Esq., Solicitor  
Matthew R. Houtmann, P.E., Engineer  
Richard Jensen, Building/Zoning Inspector

**Public Comment:**    **No Report**

**Approval of Meeting Minutes:**

July 7, 2021, Regular Council Meeting Minutes

**MOTION**                Upon Motion, Council (Anderson/Ellis) voted and unanimously approved the July 7, 2021, Regular Council Meeting Minutes.

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

<b><i>Receipts</i></b>		<b><i>Source</i></b>
Real Estate Transfer	\$ 6,245.78	Treasurer of Delaware County
2nd Qtr Franchise Fee	\$ 8,982.58	Comcast
Local Service Tax	\$ 13.47	Berkheimer
July Collections	\$ 538.89	Maryann D Furlong, TC
June Collections	\$ 475.71	Maryann D Furlong, TC
June Remittance	\$ 171.72	Treasurer of Delaware County
Workers Comp Reimburse	\$ 664.00	Arthur J Gallagher
U&O Inspection	\$ 90.00	259 Bishops Dr
U&O Inspection	\$ 90.00	145 Kingswood Ct
U&O Inspection	\$ 90.00	37 Ashley Ct
U&O Inspection	\$ 90.00	21 Ashley Ct

U&O Inspection	\$	90.00	233 Bishops Dr
U&O Inspection	\$	90.00	4101 Lydia Hollow Dr
Plmg Permit	\$	105.00	8 Rolling Heights
HVAC Permit	\$	150.00	51 Baltimore Pk
Electrical Permit	\$	85.00	173 Bishops Dr
Fire Hydrant Reimburse	\$	72.60	Summit
Fire Hydrant Reimburse	\$	181.50	Madison
Fire Hydrant Reimburse	\$	181.50	Brookefield
Fire Hydrant Reimburse	\$	399.30	Darlington Woods
TOTAL	\$	18,807.05	

**Fund Balances,**

**Certificates of Deposit Balance**

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

**General Fund Balance**

PLGIT GF/Class 07/30/21 @ 0.01%	\$	184,095.98	PLGIT General Fund
PLGIT GF/Prime 07/30/21 @ 0.04%	\$	700,004.60	PLGIT General Fund
CH General Fund 07/30/21 @ 0.10%	\$	305,192.84	Santander #5032
Money Manager 07/30/21 @ 0.10%	\$	9,597.47	Santander #4079
Road Improv Fund 07/30/21 @ 0.10%	\$	62,899.52	Santander #4060
American Rescue Plan 07/30/21 @ 0.10%	\$	143,501.49	Santander #5024
Total Funds	\$	1,405,291.90	

**PA Liquid Fuels Fund Balance**

Checking Account 07/30/21 @ 0.01%	\$	109,076.21	PLGIT Acct #5116038
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**Open Space Fund Balance**

PLGIT/ I -Class 07/30/21 @ 0.01%	\$	12,236.06	PLGIT Acct #5116056
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**Fire Protection Fund Balance**

Fire Protect Fund Check 07/30/21	\$	5,824.09	BMTC Fire Protect Fund #9579
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**Expenditures**

July Rent	\$	1,500.00	Chester Heights Fire Company
Camera of Storm Sewer/Bal Pk	\$	2,000.00	Moore Outdoor Rejuv
Office Cleaning	\$	160.00	Brenda Martin Cleaning Services
Monthly Storage Fee	\$	295.00	Mini U Storage
Various Bldg Permits	\$	2,726.67	Richard Jensen
Septic/21 Highland Dr	\$	265.00	Catania Engineering Assoc
Septic/249 Wawa Rd	\$	66.25	Catania Engineering Assoc

Septic/735 Darlington Rd	\$	132.50	Catania Engineering Assoc
Septic/2 Ivy Lane	\$	165.63	Catania Engineering Assoc
Septic/106 Baltimore Pk	\$	430.63	Catania Engineering Assoc
Septic/1 Forge Hill Way	\$	496.89	Catania Engineering Assoc
Septic/156 Logtown Rd	\$	198.75	Catania Engineering Assoc
Sewer Mapping	\$	1,800.00	Catania Engineering Assoc
Legal Advertising	\$	189.18	21st Century Media
Legal Advertising	\$	52.85	21st Century Media
Legal Advertising	\$	303.64	21st Century Media
PO Trash	\$	25.00	Opdenaker
Community Park	\$	1,511.14	Charles A Higgins & Sons
TL Smithbridge Repairs	\$	683.36	Charles A Higgins & Sons
Tax Duplicate Payments	\$	1,010.88	Corelogic
Property Maintenance Invc #72-76	\$	713.00	Scott's Lawn Service
Property Maintenance Invc #67-71	\$	1,183.00	Scott's Lawn Service
Tax Duplicate Payments	\$	239.95	Wells Fargo Home Mortgage
General Matters	\$	1,108.00	Murphy, Maddren & Dixon Ltd
General Matters	\$	29.00	Murphy, Maddren & Dixon Ltd
General Matters	\$	1,247.00	Gerald C Montella, Esq.
Reimburse/53 Baltimore Pk	\$	130.50	Gerald C Montella, Esq.
Injured Fox	\$	75.00	A. Strickler Animal Control
Annual MS4 General Permit	\$	500.00	Commonwealth of PA
Recycling Day Postcards	\$	860.35	The Country Press
Park Closed Sign	\$	95.00	The Country Press
Road Mst/EMC Compensation	\$	789.25	Larry Ward
Fire Marshal Compensation	\$	615.19	Michael Ciocco
Bi-Annual Supscription	\$	79.45	Chester Times Archive
Office Expense	\$	89.87	Office Basics
Office Expense	\$	126.84	Office Basics
Recycling Day Expense	\$	1,103.90	Crestline
Family Fun Day Signage	\$	335.00	The Country Press
Recycling Day Expense/Acme	\$	58.43	Laura Lim
Family Fun Day/DJ	\$	689.00	DJ S&L
Recycling Day Expense/Dicks	\$	165.93	Laura Lim
Family Fun Day/Porta Potty	\$	148.40	McGovern
Family Fun Day Expense	\$	123.28	Pretzel Boy
Family Fun Day/Ice Cream	\$	575.00	Frozen Sunshine
Family Fun Day Expense	\$	513.60	Michaels
Family Fun Day Expense	\$	390.84	Taylor Rental
Family Fun Day Expense	\$	15.27	Amazon
Family Fun Day Reimburse	\$	42.23	Darlene Kurten
Recording Sec Compensation	\$	2,537.88	Darlene Kurten
Council Nameplate	\$	14.80	Nametagcountry

PECO TL	\$	48.74	PECO
PECO SL	\$	806.73	PECO
Historic Signs	\$	206.70	Legacy Signs
Phone/Office/Fire Marshal	\$	57.21	Verizon
Phone/Office/Fire Marshal	\$	202.78	Verizon
Open Records Officer Compensation	\$	468.41	Megan Killian
Office Expense	\$	45.00	Constant Contact
Office Expense	\$	56.17	Adobe
1st Qtr UCC Payment	\$	108.00	Uniform Construction Code
Service Fee	\$	3.95	Official Payments
PAUC Payroll	\$	33.86	PAUC
Service Fee	\$	0.84	Official Payments
PA Payroll	\$	521.93	PA Dept of Rev
941 Payroll	\$	4,299.10	EFTPS
Sec/Treas Compensation	\$	3,990.68	Susan Timmins
Dig Notification	\$	30.09	PA One Call
Meter Usage	\$	62.77	Graffen
Copier/Scanner	\$	153.73	De Lage Landen
3 Hydrants@ \$42.25 per Hydrant	\$	114.83	Aqua Pennsylvania
47 Hydrants@ \$36.30 per Hydrant	\$	1,706.10	Chester Water Authority
Total Expenditures	\$	41,525.95	

***PA Liquid Fuels Fund Expenditures***

***Fire Protect Fund Expenditures***

Duplicate Tax Payments	\$	898.06	Corelogic
Duplicate Tax Payments	\$	213.19	Wells Fargo Home Mortgage
	\$	1,111.25	

**MOTION** Upon Motion, Council (Lim/Firkser) voted and unanimously approved the July 2021 Treasurer Report.

**Correspondence:** Vice President Ellis reported: The July Planning Commission Meeting was postponed because members were on vacation and a quorum was not present.  
 Delaware County – Green Ways Grant:  
 Mini-Plan grant opportunity to expand and support planning efforts.  
 School supply drive – pathways.  
 Reserve at Stoney Bank DCPD Letter received.

**INSPECTOR'S REPORTS**

**Building Inspector –** 327 W. Baltimore Pike – revised plans and permits are filed. S.E.O. Ciocco – sewer permit needs to be issued due to malfunctioning sewer and repairs needed.  
 Richard Jensen 1 Plumbing permit, 1 Electric permit, 2 HVAC permits, 3 Certificates of Occupancy (existing permits), and 6 Use & Occupancy permits were issued.

Fire & Safety Inspection update: Inspection letters were mailed out to multiple inspection sites. Pathways has acknowledged notification of receipt and paid. Madison is in process of payment approval. 1<sup>st</sup> group of buildings are scheduled for inspection next week. Currently 26 dryer vents have been repaired and 244 chimneys cleaned by Madison. Inspection letters continue to be mailed with enough notification for small issues to be addressed prior to inspection.

**Fire Marshal –  
Mike Ciocco**

Vice President Ellis reported for Fire Marshal Ciocco:

- 1) Working with Saint Thomas the Apostle on upgrading their fire protection system.
- 2) The physical address of the Community Park has been confirmed. The address will be visible on Valleybrook Road.
- 3) Communication with Wawa Corporation concerning future children's Christmas Party, striving for an incident free celebration.
- 4) The Village of Valleybrook is concerned over lack of parking spaces for over 750 vehicles. They only have allocated 450 spaces. I suggested looking at open space expansion or reducing the widths of present spaces. When the homes were built, they never envisioned more than two vehicles per household.

Routine matters.

**Sewage Enforcement – No Report  
Mike Ciocco**

**EMC- Roadmaster –  
Larry Ward**

Roadmaster Ward received a quote from Higgins for repair/replacing the backplates on the lights at the intersection of Valleybrook & Smithbridge Road. Charles A. Higgins & Sons, Inc. proposed to replace all existing backplates with reflective backplates. 1 – 5 section backplate and 7 – 3 section backplates. Quote amount \$1,491.00.  
Routine matters- PA 1 Calls were all cleared.

**Solicitor Reports:  
Solicitor Montella**

***Resolution #08-21-A***

Solicitor Montella requested a Motion - Resolution #08-21-A:  
A Resolution of the Borough of Chester Heights, PA naming the former vacant eleven acre +/- parcel located at the northeast corner of Baltimore Pike and Darlington Road as "Darlington Creek Park"

***Motion***

Upon Motion, Council (Baum/Ellis) voted and unanimously approved Resolution #08-21-A,  
A Resolution of the Borough of Chester Heights, PA naming the former vacant eleven acre +/- parcel located at the northeast corner of Baltimore Pike and Darlington Road as "Darlington Creek Park".

Solicitor Montella reported the draft ordinances for the medical marijuana dispensary facilities and the medical marijuana grower/processor were sent to the Planning Commission on July 27, 2021, and also to Tom Shaffer, Interim Director of the Delaware County Planning Commission for feedback.

Solicitor Montella updated Council on a draft sewer ordinance repealing chapter 149-4 and adding new section 149-4, abandonment or termination of use, covering specifications and maintenance of individual on-lot sewage disposal systems in a manner that is consistent with local and state law while promoting the health, safety, and general welfare of the residents and businesses within the Borough. S.E.O. Mike Ciocco, and Solicitor Montella discussed and will review for final recommendations.

Solicitor Montella reported – Tax assessment appeal for property at 53 Baltimore Pike, National America, LLC has negotiated a settlement with Garnet Valley School District. Solicitor Maddren may present at the next Council meeting.  
 Routine matters.

**Engineer Reports:**  
 Engineer Houtmann

Engineer Houtmann presented Rose Hill Developers L.P., Escrow Release #1 in the amount of \$161,320.50 and Escrow Release #2 in the amount of \$167,704.60. Total amount of \$329,025.10. President Baum requested a Motion for Rose Hill Developers L.P., Escrow Release #1 in the amount of \$161,320.50 and Escrow Release #2 in the amount of \$167,704.60, total amount of \$329,025.10.

**MOTION**

Upon Motion, Council (Anderson/Adams) voted and unanimously approved Escrow Release #1 in the amount of \$161,320.50 and Escrow Release #2 in the amount of \$167,704.60, total amount of \$329,025.10.

Engineer Houtmann presented the bids for Heather Lane – Drainage Improvements, 4 bids were received.

Gessler	Moore	Bertolet	Eagle Contracting
\$34,500.00	\$71,830.00	\$36,830.00	\$39,800.00

President Baum requested a Motion to approve contract with Gessler Construction for the Heather Lane - Drainage Improvements in the amount of \$34,500.00.

**MOTION**

Upon Motion, Council (Firkser/Adams) voted and unanimously approved the contract with Gessler Construction for the Heather Lane – Drainage Improvements in the amount of \$34,500.00.

Engineer Houtmann updated Council on Rose Hill Developers – an active construction site, the inspection process has started.

**Mayor Report:**

Mayor Wood acknowledged the newest Eagle Scout Joshua Kerry and sent the family a welcoming letter.

**COMMITTEE REPORT'S:**

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

Debbie Miller reported the Rachel Kohl Library is open from Monday through Saturday, committee rooms are open for use and curbside pickup is still available.

**Finance – Insurance –**  
 Chair Mayor Wood, Members Lim, Timmins

Pro Tem Lim updated Council on the Profit & Loss Budget vs. Actual

	Jan – June 2021	Budget
Gross Profit	\$292,448.54	\$345,435.95
Total Expense	\$347,677.22	\$382,143.61

### **Sub-Committee – Fire Company Finance – No Report**

Chair Dave Firkser, Member Baum

### **Nominating – Vacancy – No Report**

Chair Dave Firkser, Member Baum

### **Communications – Public Relations –**

Chair Ginamarie Ellis, Member Lim

Vice President Ellis reported the Fall Newsletter content is due by August 20<sup>th</sup>, theme will be Historic. Please share any information you would like to contribute.

### **Mayor’s Event Committee –**

Chair Mayor Wood, Members Anderson, Ellis

Pro Tem Lim announced Family Fun Day was a huge success, thank you to our Chester Heights Fire Department for its support.

Vice President Ellis announced “Movie Night” is September 17<sup>th</sup>, 2021. Plumb Pit Catering will host the food truck.

### **Historical Committee-**

Chair Susan Timmins, Member Anderson, Volunteer Ierati, Searl

Pro Tem Lim announced on September 26<sup>th</sup>, the historical committee will celebrate the 75<sup>th</sup> Anniversary by giving the historical homes in Chester Heights, a plaque that lists the address and name given to the home.

Pro Tem Lim announced community volunteer Anne Searl, with the help of historical committee has put together a sign/plaque for DiSalvo Park honoring the DiSalvo family and the Chester Heights Fire Company. This will also be celebrated on September 26<sup>th</sup> with cake and coffee at 4:00 pm.

### **Planning – Zoning – No Report**

Chair Susan Clarke, Members Baum, Firkser

### **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 the proposal from Natural Lands Trust for the Darlington Creek Park (Strine property). Budgeted amount is \$10,000.00, estimate from Natural Lands Trust is \$9,200.00.

This is for a proposed use plan for the 11 acres considered passive space.

**Highways – Transportation –**

Chair Dave Firkser, Member Larry Ward

Councilman Firkser reported PennDOT has added Llewelyn Rd/Birney Hwy to the list to be repaved starting in the Summer of 2021 – ending the Summer of 2022.

**Public Utilities – Trash – Recycling –**

Chair Laura M. Lim, Members Anderson, Ellis

Pro Tem Lim announced “Recycling Day” September 26<sup>th</sup>, at the Community Park – 343 Valleybrook Rd.

**Old Business: No Report**

**New Business:**

President Baum requested a Motion for the Village of Valleybrook – Clubhouse, charging the Borough, \$150.00 per meeting, to rent the Clubhouse.

***MOTION***

Upon Motion, Council (Ellis/Anderson) voted and unanimously approved the rental fee of \$150.00 to rent the Village of Valleybrook – Clubhouse, for each meeting held at the Clubhouse.

**Additional Period for Public Comment:**

Marta Driscoll – 458A Lenni Road  
Abhishek Gupta – 55 Hunters Lane  
Thiago Fonseca – 62 Hunters Lane  
Srikanth Tamatam – 5 Hunters Lane  
Sahil Ailawadi – 29 Hunters Lane  
Vic Florio – 21 Hunters Lane  
Venkat Patnaza – 30 Hunters Lane  
Rajat Tandon – 23 Hunters Lane

**ADJOURNMENT:**

**Upon Motion, Council (Ellis/Adams) voted and unanimously approved to adjourn meeting at 8:22 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.

Respectfully Submitted,  
Darlene Kurten, Recording Secretary