

MINUTES FOR APRIL 5, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, April 5, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:56 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Kathy O'Doherty, Joseph Sciandra, Arlin Yoder, and Patrice Proctor; Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor). Supervisor Christopher Lehenky was not present.

An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel.

Mr. Yoder made a motion to take the agenda out of order. Ms. O'Doherty seconded the motion.

Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

OATH OF OFFICE:

Judge Gregory Hines, Sr. administered the Oath of Office of Police Officer to Gregory Hines, Jr. Mr. Hines will join the Valley Township Police Department as a part-time police officer.

It was noted that this was a first for Valley Township whereby a judge was administering the oath of office to his son. Officer Hines' mother, Dolores Hines, held the Bible.

CITIZENS COMMENTS ON AGENDA ITEMS:

None

BOARD GENERAL COMMENTS

Ms. Proctor announced that the annual inter-municipal shredding and electronic waste event will be held on Saturday, April 9, from 9:00 am to noon at the Kmart parking lot in Thorndale. She also noted the annual Community Clean Up Day will be held on May 7. It was also noted that the next Board of Supervisors meeting has been set for Wednesday, April 27, due to the Board attending the annual PSATS conference on April 19.

Mrs. Proctor also noted that Supervisor Christopher Lehenky was not present due to illness and she asked everyone to keep Mr. Lehenky in their prayers.

OLD BUSINESS

Consideration/discussion regarding proceeding with Phase 2 services for a new township building with Kimmel Bogrette as per their proposal dated March 15, 2016:

Martin Kimmel was present to review Kimmel Bogrette's March 15, 2016 proposal to provide services which would transform the schematic drawings and renderings into detailed technical drawings for bidding and construction. The estimated cost was \$379,000 which included approximately \$50,000 for bidding and construction administration for architectural and interior design services which would be billed at an hourly rate. **Mr. Yoder made a motion to authorize Kimmel Bogrette to move forward with Phase 2 as per their proposal dated March 15, 2016, at a cost not to exceed \$379,000. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes. It was clarified that if the hourly rate billing for bidding and construction administration would go over the \$50,000 estimate that they would need to come back before the Board for approval.

Consideration/discussion to set date to have laborer interview selection list as well as setting dates for interviews:

The Board agreed that interview selections would be turned in by April 12 and that interviews would be conducted on April 21 starting at 6:30 p.m.

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Consideration/discussion to approve Engagement Letter with Kimmel, Lorah & Associates, LLP to assist in verifying the accuracy of the tax collector's reports

Mr. Yoder made a motion to approve the engagement letter with Kimmel, Lorah & Associates, LLP to assist in verifying the accuracy of the tax collector's reports. Mr. Sciandra seconded the motion.

Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to appoint full-time codes secretary:

Ms. Sciandra made a motion to appoint Kathy Jeffers to the position of full-time Codes Secretary at an hourly rate of \$15.60 starting April 11, 2016. Mr. Yoder seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes. It was noted that Ms. Jeffers' hours would be 7:30 a.m. to 3:30 p.m.

SOLICITOR'S REPORT:

Attorney Jarvis reported on the following items:

- Solicitor Jarvis reported that he has been reviewing matters regarding zoning hearing applications that have recently been submitted. He noted that the Terry Funeral Home application cited a discrepancy in the new zoning ordinance with regards to two sections conflicting with each other regarding off-street parking. With the Board's permission, Mr. Jarvis stated that he would speak to Mike Ellis of Pennoni Associates to verify if there is a conflict with the two sections of the zoning ordinance. The Board concurred that Mr. Jarvis should clarify with Mr. Ellis. He also reported that he had talked with a representative of the Hillview Community Association to ensure that they have or if they will have property ownership as required to make application for a hearing. He stated that he was told they should meet the criteria by the date of the hearing but if not they would request a continuance.
- Solicitor Jarvis reported that he reviewed the Kimmel Lorah & Associates, LLP engagement letter.
- Solicitor Jarvis reported that he reviewed the Kimmel Bogrette Phase 2 proposal.
- Solicitor Jarvis reported that he reviewed Mr. Rasiul's review letter of the Valley Farm professional fee charges.

ENGINEER'S REPORT:

Mr. Rasiul read and submitted the engineer's report.

Mr. Yoder inquired about the status of the green sand chlorine analyzer. Mr. Glisson reported on the status. Ms. O'Doherty requested recent water quality test reports.

Question arose regarding the status of 123 Burgundy Lane. Mr. Sciandra stated that they never applied for a zoning hearing and currently they have an expired conditional U&O permit. The Board concurred that the next steps should be taken which would be to begin notice that the house would need to be vacated.

Ms. O'Doherty asked about Mr. Rasiul's comments in his report regarding the review of the South Mt. Airy Road Bridge which was in response to a complaint about eroded wall conditions. Mr. Rasiul advised that the next step, with Board approval, would be to have an engineer inspect and then issue a report and plan. **Ms. O'Doherty made a motion to add to the agenda "consideration to approve engineer inspection of South Mt. Airy Road bridge wall". Mr. Yoder seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Sciandra made a motion to authorize Pennoni Associates to conduct a study and issue a report on the South Mt. Airy Road bridge wall for a price not to exceed \$2,000. Mr. Yoder seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

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NEW BUSINESS:

Consideration/discussion to approve invoice of J. T. Seeley & Company for the Mineral Springs Water Treatment Plant Control Panel Replacement in the amount of \$35,595:

Mr. Sciandra made a motion, based on the recommendation of the Township Engineer, to authorize payment to J. T. Seeley & Company in the amount of \$35,595 for the Mineral Springs Water Treatment Plant Control Panel Replacement which represents the contract amount minus 10% retainage. Mr. Yoder seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Mr. Rasiul departed the meeting.

Consideration/discussion to adopt a Resolution to designate an agent to sign and execute all forms and documents for obtaining financial assistance for PEMA reimbursement.

Mr. Sciandra made a motion to adopt Resolution 2016-14 designating Robert H. Glisson as the Township's agent to sign and execute all forms and documents for obtaining financial assistance for PEMA reimbursement. Mr. Yoder seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Solicitor Jarvis departed the meeting.

Consideration/discussion to upgrade phone for EMC to a digital plan and to purchase a smart phone.

Mrs. Proctor encouraged the Board of Supervisors to use their township-provided eMail addresses. She noted that she is currently the only supervisor using the township eMail address. After additional discussion, **Mr. Yoder made a motion to authorize the EMC to upgrade his phone plan to a digital plan and to replace his current flip phone with a smart phone. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

APPROVAL OF MINUTES:

Mr. Yoder made a motion to approve the minutes from the March 15, 2016 meeting. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – abstain; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

ADDITIONAL BUSINESS:

Mr. Glisson requested permission to attend the APMM conference in Gettysburg on May 18th and 19th.

Mr. Yoder made a motion to authorize Mr. Glisson to register for the annual APMM conference at an estimated cost of \$450. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:40 p.m.

Janis A. Rambo
Township Secretary