

## MINUTES FOR SEPTEMBER 6, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, September 6, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:48 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Christopher Lehenky, Kathy O'Doherty, Joe Sciandra and Patrice Proctor. Also in attendance were Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor). Supervisor Arlin Yoder was absent.

An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

### **CITIZENS COMMENTS ON AGENDA ITEMS:**

None

### **BOARD GENERAL COMMENTS:**

Ms. Proctor stated that there will be a free concert on September 17, 2016, at the Westwood Fire Company from 12:00 noon to 2:30 pm featuring the band *Metropoliss*. She noted that the event is made possible through a grant that Alan Smith, a Valley Township resident, obtained which included several free concerts in the Coatesville area.

### **APPROVAL OF MINUTES:**

The approval of minutes was tabled until later in the meeting to allow the Board to review.

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

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

### **CITIZENS' COMMENTS:**

Carlyn Vickers – Ms. Vickers, President of the Oakcrest Homeowners Association, requested an update on the Oakcrest 1 dedication. Mr. Rasiul advised that they did submit documents for dedication to the Township; however, that have not done anything on site that is still required to be done. There was discussion regarding the fence that was installed around the one basin and Ms. Vickers noted that the one sidewalk is now cracked. It was thought that the contractor who installed the sidewalks may have drove his truck over the sidewalk resulting in it cracking. Ms. Vickers did note that the seven streetlights are now working. Ms. Vickers also inquired about trees that were to be planted. Mr. Rasiul stated that they need to be planted or replanted where they had been taken out.

### **SOLICITOR'S REPORT:**

Attorney Jarvis reported on the following items:

- Mr. Jarvis advised that, as requested, he reviewed the Township's professional liability policy.
- Mr. Jarvis advised that he had reviewed the proposed uniform pension plan ordinance that is on the agenda this evening for consideration.
- Mr. Jarvis reported that he reviewed a Supreme Court ruling regarding of taxation of airport facilities. He advised that he would forwarded two cases regarding airport tax exemption to the Township Secretary for distribution.
- Mr. Jarvis reported that he set up and attended a meeting with representatives from Pleasant Valley Woods (aka London Tract) as well as Chairwoman Patrice Proctor, Robert Glisson and Janis Rambo regarding outstanding issues.
- Mr. Jarvis reported that he sent a follow up letter to Jonathan Vogel of DG, LLC, requesting the signed Sanitary Sewer Lateral Drop Piping Maintenance Agreement and included another copy of the Agreement should he have misplaced the first one. It was noted that Dollar General is still

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operating under a Temporary Use and Occupancy permit as several items still needed to be addressed. One of the open items includes the Sanitary Sewer Lateral Drop Piping Maintenance Agreement as it needs to be recorded.

- Mr. Jarvis reported that he filed an Order to Satisfy a Municipal Claim for 957 West Lincoln Highway.

### **ENGINEER'S REPORT:**

Mr. Rasiul read and submitted the engineer's report which is on file at the Township Office.

Mr. Sciandra noted that Pennoni responded to a question from the Zoning Officer with regards if swimming pools are to be considered pervious or impervious for stormwater management and Zoning applications. Mr. Rasiul advised that he would provide the Board with Pennoni's response.

There was discussion regarding the ongoing coliform and chlorine sampling. Mr. Sciandra suggested partnering with the HOAs to set up ongoing sampling locations.

Mr. Sciandra inquired if the site inspection date had been set up regarding Cynthia Lane. Mr. Rasiul reported that Mr. Ellis was awaiting confirmation of dates from Township personnel.

Ms. O'Doherty noted the comment in the Engineer's Report of issues associated with the stormwater management basin #3 in Hillview. She stated that she thought that the basin was no longer an issue; Mr. Rasiul noted that the HOA believes it is not dewatering fast enough.

### **NEW BUSINESS:**

Consideration/discussion to proceed with a grant under the PA Small Water and Sewer program through PA DCED– Mr. Rasiul reviewed the grant program and the list of potential projects that Mike Ellis had forwarded for possible consideration. Mr. Rasiul stated that Mr. Ellis would clarify the eligibility of the project list with DCED prior to a meeting set for September 19 with Mr. Lehenky, Mr. Lenhart, Mr. Glisson and Mr. Ellis to review the projects. The recommended grant application(s) will be presented at the Board's next meeting of September 20. Applications are due by October 31 and will require a 15% match.

Discussion for participation in Pilot MS4 project through the Brandywine Red Clay Alliance – Mr. Rasiul distributed a handout regarding the Christina Watersheds Partnership showing potential pilot areas. It was noted that Mr. Struble is scheduled to attend the Board's first meeting in October to review the pilot project proposed in Valley Township.

At this time, Mr. Jarvis and Mr. Rasiul left the meeting.

Discussion/consideration to adopt an ordinance repealing previous police pension ordinances and adopting a pension plan document – **Mr. Sciandra made a motion to adopt Ordinance 2016-03 which would repeal and replace all other ordinances or parts of ordinances establishing provisions for the Valley Township Police Pension Plan and establishes the adoption of a Police Document effective, retroactively, to January 1, 2013. The motion was seconded by Mr. Lehenky.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes. It was noted that the pension provisions remain the same in the new document but the adoption of the new plan contains language required by the IRS. Adoption was requested from R. J. Hall Company, Inc.

Discussion/consideration to designate Coatesville Savings Bank as a Township Depository – **Mr. Sciandra made a motion to designate Coatesville Savings Bank as a Township Depository. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

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Consideration of 2017 Minimum Municipal Obligation for the Uniform Pension Plan – The 2017 MMO for the police pension plan was presented to the Board of Supervisors by the Plan Administrator. **Mr. Sciandra made a motion to accept the 2017 MMO for the Uniform Pension Plan as presented. Ms. O’Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of 2017 Minimum Municipal Obligation for the Non-Uniform Pension Plan – **Mr. Sciandra made a motion to accept the 2017 MMO for the Non-Uniform Pension Plan as presented. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

#### **OLD BUSINESS**

Discussion/consideration regarding dates for the budget review meetings – The Board of Supervisors reviewed the proposed 2017 Budget Calendar. After discussion regarding setting the “Preliminary Review Meetings”, it was decided for each member of the Board to submit dates when they are available after October 7 and prior to November 15.

Discussion/consideration regarding dates to interview for part-time police officers – After discussion, the Board of Supervisors agreed to submit their interview candidate selections to the Secretary by Tuesday, September 13 and to hold interviews on Monday, September 26, starting at 7:00 p.m.

Purchase of Laptop Computer – **Ms. O’Doherty made a motion to purchase a laptop computer and software at a cost of not to exceed \$1,000 for use by the Township Secretary and Township meeting use. Mr. Sciandra seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to ratify emergency authorization for computer server upgrades and associated labor costs with Custom Computer for an amount up to \$35,000 – **Mr. Sciandra made a motion to ratify the decision to proceed with the server upgrades required and labor costs associated with the virus issues found on August 29. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to accept Harris Local Government’s proposal for software license and professional services needed to migrate to the new administration sever in the amount of \$1,632 – **Mr. Sciandra made a motion to accept Harris Local Government’s proposal for software licenses and professional services as per Quote #BJL-Z1C1VO in the amount of \$1,632. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration for a proclamation for William Reeves – Ms. Proctor noted that Mr. Reeves, a Valley resident, will be honored by Passtown Church in October for his contributions to the local area. Ms. Reeves has served as one of the ministers of Passtown Church and as a music director who has started up choirs in the Coatesville and Lancaster communities. He has written historic information for Valley Township to include a portion that is used on the Township’s website. **Mr. Lehenky made a motion for the Board of Supervisors to issue a Proclamation thanking William Reeves for his service to the community. Mr. Sciandra seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

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##### **MANAGER'S REPORT**

Mr. Glisson submitted a written report that noted meetings attended during the last two weeks and coordination efforts.

Ms. O'Doherty asked the Board of Supervisors to confirm Pennoni Associates role with regards to the new township building. Mr. Sciandra advised that they will review the land development plan as they would with any other developer's plan.

Ms. O'Doherty noted that Mr. Glisson's report mentioned that he conducted the weekly Codes Department meeting. She asked if there were any updates that the Board should be aware of. She further questioned the status of 123 Burgundy Lane with regards to the expired conditional Use and Occupancy permit. After discussion, the Board agreed that the Codes Department should reach out one more time to ask the homeowner to either apply for a Zoning Hearing seeking relief of her non-compliance or bring the home into compliance. If the homeowner does not proceed with her options, the eviction process should begin.

Ms. Proctor also inquired about citations being issued when the Public Works Department brings in trash violations. Mr. Lehenky also noted that there are people in the Township who are not recycling. It was also noted that several businesses are not complying as well. It was recommended to send reminders to the commercial properties of the Township's recycling ordinance and requirements.

##### **APPROVAL OF MINUTES:**

**Mr. Sciandra made a motion to accept the minutes of the August 16, 2016, meeting as presented.**

**Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – abstain; Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

##### **ADJOURNMENT:**

Mr. Sciandra made a motion to adjourn and Ms. O'Doherty seconded the motion. All affirmed. The meeting adjourned at 11:10 p.m.

Janis A. Rambo  
Township Secretary