

MINUTES FOR NOVEMBER 1, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, November 1, 2016, at the Township Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:44 p.m. by Chairwoman Patrice Proctor. Those in attendance were supervisors Kathy O'Doherty, Arlin Yoder, Joe Sciandra and Patrice Proctor. Also in attendance were Ed Rasiul of Pennoni Associates (engineer) and Alan Jarvis (solicitor). Supervisor Christopher Lehenky 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

Mr. Sciandra made a motion to take the agenda out of order. Mr. Yoder seconded the motion.

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

BOARD GENERAL COMMENTS:

Ms. Proctor noted that leaf collections would be held on November 7, 14, 21 and December 5 and 12. She noted that November 8 is election day. The Township Office will be closed on Friday, November 11 for Veteran's Day. Trash and Recycle collection will be held on Monday, November 14.

CITIZEN COMMENTS:

Carlyn Vickers – Ms. Vickers inquired about the Oakcrest I progress. Mr. Rasiul reported that the developer has submitted as built plans which are currently being reviewed by Pennoni. He noted that no field work has been requested by developer.

NEW BUSINESS:

Discussion/consideration for a pre-construction meeting for Terry Funeral Home – Mr. Jaros, on behalf of Mr. Terry who was also present, asked if the Board would allow them to have a pre-construction meeting. Mr. Jaros advised that the only outstanding item is the PennDOT permit. He stated that his client would post professional fee escrow funds to cover the Township engineer's fees to attend the meeting. Mr. Rasiul advised that if possible he would prefer the meeting to be held the week of November 7 as the inspector, who would attend along with Mr. Ellis, is on vacation this week. **Mr. Yoder made a motion to permit the James J. Terry Funeral Home to schedule a pre-construction meeting following the posting of professional fee escrow. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Yoder questioned the amount to be posted for professional fees. Mr. Rasiul stated that \$500 should be more than enough to fees.

Discussion/consideration to authorize payment in the amount of \$198,938.560 to United Tectonics Corp. in the amount of \$198,938.50 for the 2016 Road Program - **As recommended by the Township Engineer, Mr. Yoder made a motion to authorize payment to United Tectonics Corporation in the**

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amount of \$198,938.50, with \$197,328.50 being paid from the State Liquid Fuel fund and \$1,610 from the General Fund, for the 2016 Road Program but to hold the checks until Pennoni Associates verifies that they have received the correct prevailing wage documentation. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to adopt a Resolution Authorizing Valley Township to participate in the Western Chester County Council of Governments' Regional Emergency Management Group – Mr. Sciandra review the COG and their various initiatives and in particular the proposed emergency management group. Mr. Jarvis noted that he reviewed the proposed Resolution and found it satisfactory. **Mr. Yoder made a motion to adopt Resolution 2016-26, a resolution authorizing Valley Township to participate in the Western Chester County Council of Governments Regional Emergency Management Group. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

SOLICITOR'S REPORT:

Attorney Jarvis reported on the following:

- Mr. Jarvis reported on the status of the Westwood Fire Company fire hydrant application – advising that Mr. Hassinger of PAWC returned his call the day following the last meeting and advised that an attorney from PAWC would be contacting him. To date, he has not received a call. Mr. Jarvis stated that he would follow up again with Mr. Hassinger. He further reported that he has not heard anything from the Township's insurance carrier regarding the hold harmless and indemnification language in the Agreement.
- Mr. Jarvis reported that he sent a follow up letter to Michael Rowan, Esquire, regarding his client, Cynthia Hyman-Osaghae, need to either requesting a zoning hearing for a variance or make the required improvements to meet the Township's code.
- Mr. Jarvis reported that he had received a request from James J. Terry Funeral Home for Development, Financial Security and Professional Fee agreements. He has forwarded the requested agreements to Mr. Jaros.
- Mr. Jarvis stated that he reviewed a dispute on Wagontown Road between two residents which involves an easement issue. He stated that the Township does not have any jurisdiction over easements.

At this time, Mr. Jarvis left the meeting.

ENGINEER'S REPORT:

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

With regards to the comments in Item 13, "Water System", Ms. O'Doherty inquired what was involved in a Level 2 assessment. Mr. Rasiul advised that we must advise what happened and how we will correct it.

Ms. O'Doherty asked about the additional grant money under the DCNR grant, Item 11 "Comprehensive Open Space and Recreation Plan". Mr. Rasiul advised that during the process, an additional \$10,000 may be available for preparing design/site drawings of a targeted area that may be defined in the Plan which later under a future grant could be used to implement construction of a project.

Ms. O'Doherty asked if we had received a cost estimate for the Hayti Park retaining wall in order for the project to be included in the 2017 budget.

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Mr. Sciandra inquired about the water issue noted in the "Oakcrest Subdivision" item. Mr. Rasiul addressed and noted that there was a faulty valve in Phase 1 that has impacted water pressure in Phase 2, mainly in the Franklin Street homes.

At this time, Mr. Rasiul departed the meeting.

NEW BUSINESS CONTINUED:

Appointment of Member and Alternate for the WCCREM – Mr. Sciandra noted that a member and alternate need to be specified in the Resolution adopted earlier in the evening. **Mr. Yoder made a motion to appoint Joe Sciandra as the Township's Emergency Management Coordinator to be the Township's representative to the WCCREM and Chief Joseph Friel as the Township's alternate representative. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve 2016 Medical Insurance Opt Out for Nicklous Giunta in the amount of \$1,006.31 – **Mr. Sciandra made a motion to approve the 2016 medical insurance opt out for Nicklous Giunta in the amount of \$1,006.31, pro-rated for 5 months of eligibility payable on December 7, 2016. Mr. Yoder seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to purchase Harris tax collector software and professional services – The Board reviewed the current tax collector software package being used and the risk issues. **Mr. Sciandra made a motion to proceed to purchase the Property Tax Manager software, professional fees for installation and training, and the tax database conversion from Harris Local Government in the amount of \$9,445 as per their quote dated October 31, 2016 as well as the annual maintenance and support in the amount of \$925. Mr. Yoder seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to authorize fund transfer from BB&T to Coatesville Savings Bank – The Board was presented with a recommendation to move funds as follows:

<i>BBT Account</i>	<i>Amount to Transfer</i>	
General Fund Checking	\$1,200,000.00	to CSB General Fund Checking
Water Fund Checking	\$117,882.20	to CSB Water Fund Checking
Sewer Fund Checking	\$794,103.85	to CSB Sewer Fund Checking
Payroll Account	\$98,838.14	to CSB Payroll Fund Checking

Mr. Sciandra made a motion to authorize the fund transfer from BB&T Bank to Coatesville Savings Bank as recommended. Mr. Yoder seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

APPROVAL OF MINUTES:

Mr. Yoder made a motion to accept the minutes of October 18, 2016, meeting as presented. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

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ADJOURNMENT:

Mr. Sciandra made a motion to adjourn and Ms. O'Doherty seconded the motion. All affirmed. The meeting adjourned at 8:50 p.m.

Janis A. Rambo
Township Secretary