

## MINUTES FROM JUNE 6, 2017

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday June 6, 2017, at 7:30 p.m. at the Township Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 7:44 p.m. Those in attendance were Supervisors Christopher Lehenky, Kathy O'Doherty, Eric Lama, and Patrice Proctor. Supervisor Joe Sciandra was absent. Also in attendance were Ed Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis (Township Solicitor). An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

### **CITIZEN COMMENTS ON AGENDA ITEMS:**

None

### **BOARD GENERAL COMMENTS:**

Ms. Proctor noted that upcoming announcements were listed on the agenda.

### **CITIZEN COMMENTS:**

None

### **APPROVAL OF MINUTES:**

**Mr. Lehenky made a motion to accept the minutes of the May 17, 2017, meeting as presented. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama – yes; Ms. Proctor – yes.

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

- Solicitor Jarvis reported that he worked on the required filings for the appointment of the successor supervisor and reviewed the steps and filings made which led to Eric Lama being appointed by the Court of Common Pleas.
- Solicitor Jarvis reported that he reviewed the Notice of Bid for the new municipal building which was prepared by Kimmel Bogrette.
- Solicitor Jarvis reported that he pulled documents together which were presented to Lamb McErlane regarding Orleans.
- Solicitor Jarvis reported that he reviewed the Agility Partner Program information.
- Solicitor Jarvis reported that he has been reviewing information regarding the Spruce Street sewer line extension as it relates to dedication to the Township.
- Solicitor Jarvis reported that he reviewed information received from Verizon Wireless regarding the possibility of leasing space on the Township's water tower.

**ENGINEER'S REPORT:**

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

Ms. O'Doherty asked Mr. Rasiul to forward Terry Funeral Home's proposed outdoor light fixture to the Township Secretary for her to forward to the Board. There was also further discussion regarding the Manor Road project and easement options.

At this time, Mr. Lehenky stepped out of the meeting.

Ms. Proctor noted that approximately a year ago, Mr. Rasiul, Mr. Glisson and she visited PennDOT's office and discussed the water runoff from Route 82 onto Wagontown Road. She noted that there has been no follow up by PennDOT and asked Mr. Rasiul if he could reach out to them.

Mr. Lehenky rejoined the meeting.

**OLD BUSINESS:**

Discussion/consideration to adopt an ordinance readopting the 2009 edition of the International Property Maintenance Code, regulating and governing the conditions and maintenance of all property, buildings and structures, by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for the human occupancy and use and the demolition of such existing structures in the Township of Valley; providing for the issuance of permits and collection of fees therefore; repealing Ordinances No 2013-04, as amended, and all other ordinances and parts of the ordinances in conflict therewith – Ms. O'Doherty made a motion adopt Ordinance 2017-02, an ordinance readopting the 2009 edition of the International Property Maintenance Code as presented. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama – yes; Ms. Proctor – yes.

Discussion/consideration regarding the PennDOT agility partner program – Ms. Proctor noted that she had also reviewed the information provided with Chief Friel as there is a program whereby guiderail can be posted if damaged due to an accident in order for damages to be billed to the appropriate insurance company. Ms. O'Doherty made a motion to table to the June 20, 2017 meeting. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama – yes; Ms. Proctor – yes.

Discussion/consideration to authorize the advertisement for bids for the new Township Building – Mr. Lehenky made a motion to authorize the advertisement for bids for the New Administration and Policy Facility for Valley Township as drafted and presented. Mr. Lama seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama – yes; Ms. Proctor – yes.

Discussion/consideration regarding the 2017 Road Program – Pennoni Associates' letter of May 31, 2017 was reviewed which outlined construction cost estimates for roads presented at the last

meeting for consideration. After discussion, **Mr. Lehenky made a motion to authorize Pennoni to prepare bidding documents for the roads listed, excluding Concord Street (from 9<sup>th</sup> Avenue to 10<sup>th</sup> Avenue and 10<sup>th</sup> Avenue to 11<sup>th</sup> Avenue) and Mineral Springs Road. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes. There was discussion if there were funds available if work could begin to address water issues on Concord Street in 2017. Mr. Lehenky stated that he would discuss with Pennoni when they are in the Township.

Discussion/consideration regarding final payment to Out of Site Infrastructure for the Main Street Culvert Project – Mr. Rasiul reported that the contractor has not yet submitted the required paperwork. **Mr. Lehenky made a motion to table the final payment to Out of Site Infrastructure for the Main Street Culvert Project. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama – yes; Ms. Proctor – yes.

### NEW BUSINESS

Discussion/consideration regarding Verizon Wireless' request to discuss possible lease of space on the Water Tower – Information received to date from Verizon Wireless' representative requesting the ability to lease space at the Valley Township Water Tower for antenna equipment was reviewed. The Board of Supervisors concurred that they could contact Pennoni to review their proposal.

Discussion/consideration to authorize Portnoff Law Associates to represent Valley Township in Bankruptcy of Bruce Thomas, 80 Mary Street – **Mr. Lehenky made a motion to authorize Portnoff Law Associates, at a fee of \$500, to represent Valley Township in the bankruptcy of Bruce Thomas, 80 Mary Street. Mr. Lama seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

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

Discussion/consideration to add Eric Lama as an authorized signer on all Valley Township depository accounts – **Mr. Lehenky made a motion to add Eric Lama as an authorized signer on all Valley Township depository accounts. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Discussion/consideration regarding Hayti Park use on June 17, 2017, from 2:00 p.m. to 6:00 p.m. for 30-40 people for a birthday party – The park use request was reviewed. Ms. Proctor stated that for the length of time for the request, she feels that a “port-a-potty” should be required. Mr. Lehenky had concerns if the amount of people attending was actually higher than the amount indicated on the form. **Mr. Lehenky made a motion to permit use of Hayti Park on June 17, 2017 from 2:00 p.m. to 6:00 p.m. for 30-40 people as long as they have a port-a-potty on site. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes. Ms. Proctor stated that she would contact the requestor.

Discussion/consideration regarding Westwood Park use on June 10, 2017, from 1:00 p.m. to 7:00 p.m. for 25-30 people – Park use request was discussed. Question arose if the applicant knew

that there was no longer a pavilion at this park. The Board also felt that a portable bathroom would need to be brought in for this length of use. **Ms. O’Doherty made a motion to authorize the Westwood Park use on June 10, 2017, as requested contingent that they provide a “port-a-potty” and to advise the applicant that there is no pavilion on site at the park. Mr. Lama seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Discussion/consideration to approve Chief Friel’s attendance at the Annual Police Chiefs’ Convention (July 23-26, 2017) – The Board of Supervisors reviewed Chief Friel’s request and the program information present for the 104<sup>th</sup> Annual Police Chiefs’ Convention in Camp Hill from July 23-26, 2017. After discussion, **Mr. Lama made a motion to authorize Chief Friel to attend the 2017 Police Chiefs’ Convention at a cost to not exceed \$1,000. Ms. O’Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Discussion/consideration to authorize close of BB&T General Fund Checking Account and disposition of remaining funds – **Ms. O’Doherty made a motion to close the general fund checking account at BB&T and to deposit the balance with PLIGIT. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Discussion/consideration to set up a Meet & Greet and Public Outreach for New Building – The Board of Supervisors agreed to hold a Meet & Greet to introduce new Supervisor Eric Lama to the public as well as to hold an open house at the Township Building and provide tours to the public to evidence the need for a new facility. Possible dates were June 24 or July 15, based on availability of the architect and coordination of logistics. Overflow parking options were discussed and the possibility to shuttle people to the Township Building. Time of the event would be from noon to 4:00 p.m.

Discussion/consideration regarding vacant Assistant Secretary/Treasurer position – **Ms. O’Doherty made a motion to advertise for the position of Assistant Secretary/Treasurer and authorized the use of a temp. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Discussion/consideration regarding an Interim Assistant Secretary/Treasurer – **Ms. O’Doherty made a motion to appoint Patrice Proctor as Interim Assistant Secretary/Treasurer. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

At 9:40 p.m. the Board of Supervisors recessed the public meeting and went into an Executive Session to discuss a personnel issue.

At 9:55 p.m. the Board of Supervisors reopened the meeting.

Discussion/consideration of results from Executive Session - **Ms. O’Doherty made a motion to authorize a one-time bonus of \$10,000 to Secretary/Treasurer Janis Rambo. Mr. Lehenky**

**seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Lama - yes; Ms. Proctor – yes.

Mr. Lehenky noted that he would be setting up a meeting with the City of Coatesville to follow up on previous meetings regarding the issues affecting the Pugh Property.

Ms. O’Doherty inquired if there is any update on 48 gallon containers. Mr. Lehenky stated that he would follow up with Hatt Supply as they were looking into stocking a supply of containers and providing Valley Township residents with a discount.

**CITIZEN COMMENTS:**

None

**ADJOURNMENT:**

There being no further business to discuss, the meeting was properly adjourned at 10:00 p.m.

Janis A. Rambo  
Township Secretary