

MINUTES FOR JANUARY 3, 2017

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, January 3, 2017, immediately following the Annual Organization Meeting at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor. Those in attendance were Supervisors Kathy O'Doherty, Joe Sciandra, and Patrice Proctor. Supervisor Christopher Lehenky was absent due to illness. Also in attendance were Ed Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis, Esquire (Township Solicitor).

CITIZENS COMMENTS ON THE AGENDA:

Toni Barber, 1010 Front Street – Ms. Barber stated that she saw the public notice in the *Daily Local News* for the Hayti Wall Demolition and Repair project. She stated that a group of residents has petitioned the state to include the Township Building as a Historical Site Designation. She stated that the former Passtown School was purchased with WPA funds and asked the Board if they were aware of this fact. She asked if the Board had considered repairing the wall instead of replacement. She stated that they had contacted the state and they inquired if there were any state or federal funds being used for this project. Mr. Rasiul stated that the project is similar to the work that has previously been done on the wall on two other sections that were in need of replacement. Ms. O'Doherty stated that the project has been highly engineered for safety. Ms. Proctor also confirmed that the funding is through taxpayer dollars.

Mr. Sciandra inquired about the group petition as a historic site. Ms. Barber said the group was approximately 10-15 people. Ms. Sciandra advised that this is the first that he was hearing of this petition as asked if they keep the Board of Supervisors aware of the petition efforts and communications. He advised that the building is in need of major repairs and it is the plan, once the new Township Building is built, that this building would cease use for the Township.

BOARD GENERAL COMMENTS:

Ms. Proctor stated that the Board of Supervisors will be accepting letters of interest for the vacant Supervisor seat. **Mr. Sciandra made a motion to place an advertisement in the *Daily Local News* for a cost not to exceed \$500. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

CITIZEN'S COMMENTS:

Marsha London – Ms. London asked the Board if a “No Throughway” or “No Outlet” sign could be posted on Cemetery Road. Ms. Sciandra stated that he believes a “No Outlet” sign could be placed after the chain is placed on the private property. **Mr. Sciandra made a motion for the Valley Township Public Works Department to install a “No Outlet” sign in conformance with PennDOT specifications on Cemetery Road near Front Street. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

APPROVAL OF MINUTES:

Ms. O'Doherty made a motion to accept the minutes of the December 20, 2016 meeting as presented. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Kathy O'Doherty made a motion to take the agenda out of order. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

OLD BUSINESS:

Consideration/discussion regarding Change Order #1 for Main Street Culvert Project Extending Paving Completion to April 30, 2017 – Mr. Rasiul reviewed the Change Order being presented to the Board. Mr. Rasiul stated that at the last meeting, the Board discussed extending the contractor's final paving until spring due to the winter temperatures. **Mr. Sciandra made a motion to accept Change Order #1 for the Main Street Culvert Project with Out of Site Infrastructure extending the contract to April 30, 2017 for wearing course and earth restoration and, if necessary due to weather, beyond that date. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion to approve Payment Application #4 for the Main Street Culvert Project in the amount of \$64,604.30 to Out of Sight Infrastructure – **Ms. O'Doherty, upon the recommendation of the Township Engineer, made a motion to authorize Payment #4 for the Main Street Culvert Project in the amount of \$64,604.30 to Out of Sight Infrastructure. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

NEW BUSINESS:

Consideration to approve escrow release for Oakcrest II in the amount of \$138,525.52 – Based on the recommendation of the Township Engineer, **Mr. Sciandra made a motion to approve Escrow Release #2 for Oakcrest II in the amount of \$138,525.52. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty inquired if their professional fees were up to date; Secretary/Treasurer confirmed that they were. Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion to authorize Pennoni Associates to advertise for the Mt. Airy Road Bridge Repair Project with bid notices to be published the week of January 17, 2017 – Mr. Rasiul reviewed the project bid time line. **Mr. Sciandra made a motion to authorize Pennoni Associates to advertise for the Mt. Airy Road Bridge Repair Project to be published the week of January 17, 2017 and for a bid opening on February 14, 2017 at 3:30 p.m. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

ENGINEER'S REPORT:

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

At this time, Mr. Rasiul left the meeting.

SOLICITOR'S REPORT:

Attorney Jarvis reported on the following items:

- Mr. Jarvis reported that he has been in touch with Customer Bank's attorney, Arthur Sagnor III, regarding the fence issue.
- Mr. Jarvis reported that he responded to Selena Morrissi regarding the amount of the financial security for the Spruce Street Sewer connection project. He noted that their contractor's estimate is below what the Township Engineer's estimate is for doing the work and that they would need to post additional escrow to ensure the Township is covered.
- Mr. Jarvis reported that he recorded the Development Agreement for the Terry Funeral Home.
- Mr. Jarvis reported that he drafted the annual Resolutions for this evening's consideration. He noted that the annual Emergency Resolution would not be able to be adopted until at least the next meeting or the first meeting in February.
- Mr. Jarvis reported that there are two upcoming seminars regarding the legalization of marijuana. He noted that both will be held on February 1. The Board concurred for Mr. Jarvis to register for the webinar.
- Mr. Jarvis reported on the upcoming zoning hearing for 686 Wagontown Road. The Board concurred that Mr. Jarvis should appear to represent the Township and support Mr. Cutlip's testimony. Mr. Jarvis stated that he would meet with Mr. Cutlip prior to the hearing to review.
- Mr. Jarvis reported that a property on the north side of Manor Road (parcel 38-3-24) that the City of Coatesville received through condemnation several years ago. He stated that the Horowitz estate still receives the tax bills. He noted Mr. Rasiul's previous comments that an easement will be needed from this property for the proposed road rehabilitation project. The Board suggested getting on the City of Coatesville's Council meeting to discuss.
- Mr. Jarvis confirmed that the code requires Mr. Yoder's seat to be filled 30 days' after his resignation was accepted. As Mr. Yoder's resignation was accepted for December 31, 2016 at 11:59 p.m., the Board should fill the seat by January 20, 2017. The Board noted that the due date for letters of interest and resumes for the vacant seat should be extended until January 18, 2017.

Ms. Proctor inquired about the status of notification to the property owner near the railroad tracks where the ongoing dumping is going on. The Township Secretary advised that it was her understanding that the property belonged to Arcelor Mittal Steel. She inquired if a letter had been sent to the property owner. Ms. Proctor also inquired if it was determined who the property owner is on Manor Road where the utility pole is leaning. It was confirmed that the Veterans Administration is the property owner.

Ms. O'Doherty also inquired about the status of 123 Burgundy Lane. It was noted that the Board did not want to take action until after the holidays. Discussion ensued regarding filing an injunction with the Court.

NEW BUSINESS CONTINUED:

Consideration of posting of 2017 public notices – **Mr. Sciandra made a motion to utilize *Daily Local News*, emergency announcements on KYW, the cable station “Community Bulletin Board”, the Township Bulletin Board and website, and on “readychesco.org” for the Township’s public notices as required. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of 2017 PSATS State Conference attendees and deposit – After discussion, **Ms. O’Doherty made a motion to register and pay for registration fees and deposits as required for the five Township supervisors, the Secretary/Treasurer, the Police Chief, the Lead Worker I, the Planning Commission Chair, and the Township Solicitor. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of Voting Delegate at the 2017 PSATS State Conference – **Ms. O’Doherty made a motion to appoint Joe Sciandra as the Township’s voting delegate. Ms. Proctor seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Yearly Resolutions – The Board took action on the following:

- Consideration to Adopt a Resolution that the uniformed employees be exempt from making contributions to the Valley Township Police Pension Fund for 2017 – **Mr. Sciandra made a motion to adopt Resolution 2017-01, a Resolution stating that the uniformed employees be exempt from making contributions to the Valley Township Police Pension Fund for 2017. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.
- Consideration to Adopt a Resolution that the non-uniformed employees be exempt from making contributions to the Valley Township Non-Uniform Pension Fund for 2017 – **Mr. Sciandra made a motion to adopt Resolution 2017-02, a Resolution stating that the non-uniformed employees be exempt from making contributions to the Valley Township Non-Uniform Pension Fund for 2017. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.
- Consideration to Adopt a Resolution naming a Plan Administrator for the Police Pension Fund – **Mr. Sciandra made a motion to adopt Resolution 2017-03, a Resolution naming Janis A. Rambo as the Police Pension Fund Administrator. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.
- Consideration to Adopt a Resolution naming a Plan Administrator for the Non-Uniform Pension Fund – **Mr. Sciandra made a motion to adopt Resolution 2017-04, a Resolution naming Janis A. Rambo as the Non-Uniform Pension Fund Administrator. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.
- Consideration to Adopt a Resolution setting the schedule of engineering fees for 2017 – **Mr. Sciandra made a motion to adopt Resolution 2017-05, a Resolution setting the schedule of engineering fees with respect to reviews and reports thereon to the**

municipality, as well as inspection of improvements for 2017. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of Roadmaster recommended rate of pay – **Mr. Sciandra made a motion to recommend to the Elected Auditors the 2017 rate of pay for the Roadmaster be \$18.00 per hour. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of appointment of 2017 Safety Committee – **Mr. Sciandra made a motion to appoint Officer James Chieffo, Nicklous Guinta, Ashley Herzog, Kathy O’Doherty, and Janis Rambo as representatives of the 2017 Workplace Safety Committee. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to sign Engagement Letter for the 2016 DCED audit with Mingis, Gutowski & Company, LLP – **Mr. Sciandra made a motion to authorize the signing of the Engagement Letter for the 2016 DCED audit with Mingis, Gutowski & Company, LLP. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion for an annual sprinkler system inspection and annual fire alarm system inspection with Oliver Fire Protection & Security in the amount of \$830 – **Mr. Sciandra made a motion to accept Oliver Fire Protection & Security’s annual sprinkler system inspection and annual fire alarm system inspection proposal in the amount of \$830. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve repairs for the heater motor and disconnect switch for the maintenance garage heater with E. B. O’Reilly in the amount of \$1,883.65 – **Ms. Sciandra made a motion to approve the repairs for the heater motor and disconnect switch for the maintenance garage heater with E. B. O’Reilly in the amount of \$1,883.65. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration for an HVAC maintenance contract for the Maintenance Garage with E. B. O’Reilly in the amount of \$1,687.50 – After discussion and review of the proposal, **Ms. O’Doherty made a motion to approve the HVAC maintenance contract for the Maintenance Garage with E. B. O’Reilly in the amount of \$1,687.50.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to accept the resignation of Anthony Romero as elected auditor – **Mr. Sciandra made a motion to accept the resignation of Anthony Romero as elected auditor. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to appoint an auditor due to the vacancy – **Ms. Sciandra made a motion to appoint Arlin W. Yoder as auditor to fill the vacant seat created by Mr. Romero’s resignation. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

CITIZEN'S COMMENT:

None

Mr. Sciandra made a motion to adjourn and Ms. O'Doherty seconded the motion. All affirmed.
The meeting adjourned at 10:55 p.m.

Janis A. Rambo
Secretary/Treasurer

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