

MINUTES FROM NOVEMBER 20, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, November 20, 2018, at 7:30 p.m. at the Township Building, 890 West Lincoln Highway, Coatesville, PA.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:40 p.m. Those in attendance were Supervisors Kathy O'Doherty; Joe Sciandra; and Patrice Proctor. Supervisors Christopher Lehenky and William H. Handy, Sr. were absent. Also, in attendance were Edward F. Rasiul, P.E., of Pennoni Associates, Inc. (Township Engineer); Andy D.H. Rau of Unruh, Turner, Burke & Frees (Township Solicitor); and Frank E. Williamson, Jr. of Arro Consulting (Interim Township Manager). An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel issues. The Board also met in Executive Session on November 15 and November 19 to discuss personnel issues.

CITIZENS' COMMENTS ON AGENDA:

None

Ms. 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.

CITIZEN COMMENTS:

Ms. Proctor acknowledged the well-attended audience and confirmed that the majority was present to discuss the proposed Buckthorn Drive Road Closure.

Brandon Rowan, 26 Tuxford Lane, inquired: 1) what is the purpose behind the proposed gate; i.e., accidents?; 2) has the Board of Supervisors communicated to the school district the proposed plan?; and 3) who is paying for the gate?

Mr. Sciandra advised that this issue has been discussed for several meetings. He noted that when the proposed Round Hill development was going through the Planning Commission, an advisory board to the Board of Supervisors, there were concerns about the impact of traffic on the adjacent roads of Robinson and Oaklyn with regards to road width. At the time, the Planning Commission recommended to close Robinson Avenue at Airport Road which was not implemented by the Board of Supervisors when Round Hill received their final approval. He noted that we still have issues with the roads to handle the traffic volume and activity level. These roads do not meet current standards. Mr. Sciandra further stated that the police have validated that the amount of traffic presents a safety factor. He stated that the current Board of Supervisors is looking into the situation.

Mr. Sciandra stated that the Board reviewed several alternatives which were prepared by the Township Engineer. The preferred alternative was to install a two-way double door swinging gate across the entire width of Buckthorn Drive immediately north of Tuxford Lane. It was

noted that the proposal is on the table and that the Board just received the quote for the gates this afternoon. It was the Board's intent to have this subject on the December 4, 2018, meeting agenda for consideration.

Mr. Williamson noted that he had received a call this afternoon from the school district busing company and reviewed the proposal that is being considered with their representative.

Vina Estrada 310 Larose Drive, inquired about the recent survey and if the results were available. She noted that she had contacted Krapf who provides bus transportation for the Coatesville Area School District (CASD) and they told her that they were not aware of the proposed gates. She asked when did the Board plan to notify CASD or Krapf? She stated that there are special needs buses that go through the Round Hill area as well as children traveling to CASD, Bishop Shanahan, Collegium, and Avon Grove Charter.

Mr. Sciandra stated that if the Board decides to implement the decision to put a plan into effect, they would coordinate with the school district and others before any closing or gates are installed.

Ms. Proctor stated her concern where bus stops may be relocated, especially along Business 30. Mr. Sciandra stated that perhaps they could pull off on Larose Drive, which he thought was planned for a bus stop area to allow for a turn radius.

Teresa Beall, 15 Tuxford Lane, inquired about a light at Buckthorn and Route 30. Mr. Sciandra explained that PennDot did not warrant a traffic light to be installed there or at Airport Road and Robinson Avenue. It was noted that there will soon be a left turn advance at the traffic light at Airport Road/Business 30 going east bound. The new turn light was recently installed.

Mr. Rowan inquired about the traffic study that was done for a traffic light at Buckthorn and Business 30 (West Lincoln Highway) and asked when was the study done and did it take into consideration peak hour traffic. Mr. Sciandra stated that the study was done before "the shovel went in the ground for Round Hill" and Mr. Rasiul added that the study was revisited for warrant analysis based on additional projects and it still did not meet PennDOT's criteria for a traffic light. Mr. Rowan also asked what data do we have to show traffic on Robinson and Oaklyn? Mr. Sciandra replied that there is not a "black and white matrix". He noted complaints from Robinson and Oaklyn residents of people going off the road and causing property damage and mailboxes being knocked over. Mr. Rowan asked if gating off a section of the road might lead to setting a precedent to allow any other street to be shut off or gated. Mr. Rowan questioned when was the school district going to be notified of this change and if this is being done to make people happy that live on two streets within the township. He also asked again who was paying for the gate and Mr. Sciandra responded that it would be part of the Township's 2019 budget. Mr. Rowan commented on using all the taxpayers of the Township's money to close down a portion of a public road.

Ms. O'Doherty inquired why the residents of Round Hill were now attending a meeting. Mr. Rowan stated that there was no further communication from the Township after the survey was sent out and they did not know that it was being discussed at the public meetings. Ms.

O'Doherty asked how many of the Round Hill residents use Robinson to get to Airport Road. Several residents noted safety concerns making a left onto Business 30 from Buckthorn.

Amanda Brittin, 390 Larose Drive, thanked the Board to listening to their concerns. She stated that they filled out the surveys and questioned why the results were not shared. She stated that she is worried about the safety of the children, the bus drivers and concerns of who is paying for this gate. She inquired if Robinson could be widened. Mr. Sciandra explained that this was looked at when the plan was going through the Planning Commission years ago and it was not feasible.

Ms. Proctor suggested, like years ago, another public meeting of all the parties be held. Mr. Rowan suggested that a facility use form be completed to reserve Rainbow Elementary School for the meeting.

Jessica Arena, 16 Tuxford Lane, inquired if the road could be a one way in and a one way out (circular drive). She noted that what was proposed may make a longer response time for emergency responders who live in Round Hill to get out. She noted that there are three emergency responders who currently live in Round Hill.

Ms. O'Doherty added that calls need to be made to remove the "Airport Road route" from the GPS mapping to get to Business 30 west. She also stated that she would be in favor for another public meeting, and to invite CASD and Krapf, but that all parties must be considerate. Ms. Proctor asked that the survey results be made public. Mr. Sciandra noted that a date would be considered at the Board's next meeting in December.

Donna Doyle, 74 Irish Lane, and Sandy Perry, 66 Irish Lane, inquired about the parking lot and roadway that was washed away during this summer's heavy rain (August 13). They stated that cars cannot get thru and questioned if an ambulance could get thru. Mr. Sciandra stated that this issue was identified on the FEMA report following the storm but that this portion of the road is undermined and would require a significant amount of work. Ms. Perry stated that she cannot get to her house without going over the "washboard" road. Mr. Sciandra advised that the Township could investigate if a steel plate could be placed as a temporary fix. The Board authorized Pennoni Associates to look into the matter.

PLANNING COMMISSION REPORT:

Bruce Manning reported on the Commission's November 13 meeting. He noted that Amycel appeared before the Commission with an unofficial sketch plan for a mushroom spawning business.

Ms. O'Doherty asked Mr. Manning if he would reconsider appointment to the EAC. It was noted that there was one interested resident who had submitted a "letter of interest". The Board asked the Secretary to see if Mr. Vishneski of the EAC would be available at 6:00 p.m. prior to the next Board of Supervisor meeting and in the interested resident to meet with the Board regarding appointment.

DEPARTMENT REPORTS:

Public Safety – Officer Heiney reviewed the monthly report for October. He noted that the Department handled 280 calls for service. He reviewed significant events that were outlined on the written report. Officers Chieffo and Duca attended a week-long TEAM class in Lower Allen Township. The Domestic Violence Center of Chester County held a celebration in honor of the collective efforts each law enforcement department has done and their outstanding work in implementing the Lethal Assessment Program. All officers, full- and part-time, completed Fire Arm, Training Simulator training. Officer Heiney reviewed several investigations and activities that the officers responded to during the month. For October, there were 48 traffic citations issued; 24 non-traffic citations issued; 9 arrests; 19 incidents; 5 Part I Crimes; and 37 Part II Crimes.

Fire/EMS

The monthly reports from Westwood Fire Company and EMS were distributed to the Board of Supervisors.

SOLICITORS' REPORTS:

Solicitor Sundquist advised that Pilquist Enterprises terminated its leasehold interest in the site and no longer has any interest at 735 Fox Chase, Suite 108, Coatesville. **Mr. Sciandra made a motion to rescind and deny the November 7, 2018, Valley Township Conditional Use approval for Pilquist Enterprises, d/b/a NaturaLawn of American, in light of the failure of the applicant or its representatives to accept the conditions of approval and in light of the termination of Pilquist Inc. of its leasehold interest in the property subject to the application at 735 Fox Chase, Suite 108, Coatesville, PA. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Ms. Sundquist departed the meeting.

ENGINEER'S REPORT:

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

Ms. O'Doherty mentioned that she noticed on Manor Road, where the new work meets the part of the road that was not done, that there is a large pothole. It was noted that this would be looked at.

Discussion/consideration to approve MECO change order #2 to decrease the contract amount by \$4,097.52 to rectify actual as-built quantities – Based on the Township Engineer's recommendation, **Ms. O'Doherty made a motion to approve change order #2 to MECO for the Manor Road Project to decrease the contract amount by \$4,097.52 to rectify actual as-built quantities. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve final payment to MECO for the Manor Road Rehab Project in the amount of \$46,306.72 – Based on the Township Engineer’s recommendation, **Mr. Sciandra made a motion to approve final payment to MECO for the Manor Road Rehab Project in the amount of \$46,306.72. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve change Order #1 for the 2018 Road Program for Dan Malloy Paving to reconcile as built quantities for a net decrease of \$172.60 – Based on the Township Engineer’s recommendation, **Ms. O’Doherty made a motion to approve Change Order #1 for the 2018 Road Program for Dan Malloy Paving to reconcile as built quantities for a net decrease of \$172.60. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Payment #1/Final to Dan Malloy Paving for the 2018 Road Program in the amount of \$177,065.40 – Based on the Township Engineer’s recommendation, **Mr. Sciandra made a motion to approve Payment #1/Final to Dan Malloy Paving for the 2018 Road Program in the amount of \$177,065.40. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Valley View Lot #5 financial security release #8 in the amount of \$117,494.59 – Based on the Township Engineer’s recommendation, **Ms. O’Doherty made a motion to approve Release #8 from the Valley View Business Park – Lot 5 Public Improvement Financial Security Account in the amount of \$117,494.59. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/Presentation of Open Space and Recreation Plan – Mr. Rasiul provided an overview of the draft *Valley Township Open Space, Recreation, and Environmental Resources Plan*, which had been distributed to the Board of Supervisors.

Discussion/consideration to submit Open Space and Recreation Plan to DCNR and to request a grant extension – **Ms. O’Doherty made a motion to submit the draft Open Space and Recreation Plan to DCNR and to request a six-month extension. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes. It was noted that following the DCNR review, a second public presentation will be held followed by an advertised public hearing and adoption. It is anticipated that the public hearing and adoption would be held in either February or March, pending when DCNR completes their review.

Mr. Rasiul advised that as of January 1, 2019, he would be working for Pennoni on a part-time basis but he and Mr. Ellis, and the other dedicated Pennoni staff, would still be assigned to the Valley Township account.

At this time, Mr. Rasiul departed the meeting.

MANAGER'S REPORT:

Discussion/consideration to approve contract amendments for the Police Collective Bargaining Agreement and authorize the Chairwoman to sign – A Memorandum of Agreement by and between Valley Township and Valley Township Police Officer Association was presented for the Board of Supervisors approval with regard to the terms and conditions of a 2019-2022 Collective Bargaining Agreement. **Mr. Sciandra made a motion to approve the Memorandum of Agreement as presented for the 2019-2022 Police CBA and authorized the Chairwoman to sign on behalf of the Valley Township Board of Supervisors. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to extend a contingent offer of employment to a police chief candidate – Ms. O'Doherty made a motion to extend a contingent offer of employment to Brian Newhall for the position of Police Chief at an annual salary of \$95,760 with a tentative start date of January 7, 2019, contingent upon a successful background check, physical, and drug screening. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to authorize the public inspection of the 2019 Budget – Mr. Sciandra made a motion to authorize the public inspection of the 2019 Budget as presented with the addition of a \$1,500 donation to the YMCA with adoption of the 2019 Budget to be scheduled as part of the December 18, 2018, Board of Supervisor public meeting. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration regarding an RFP (Request for Proposal) for engineering services – After discussion, it was the consensus of the Board to not proceed with an RFP for engineering services as this time. Mr. Williamson stated that he would draft an RFP that the Board could use issue in 2019, if they wish, for 2020.

Discussion/consideration regarding an RFP for EIP – Mr. Williamson requested authorization to finalize an RFP for the Early Intervention Program (EIP) which would note that it is contingent upon getting funding. The consensus of the Board was to move forward with drafting the RFP for the EIP.

OLD BUSINESS:

Mr. Sciandra presented the following change orders for the new township building:

Discussion/consideration to approve Change Order EC07R1 for electrical for boiler and cooling tower in the amount of \$11,710 for new township building – Ms. O'Doherty made a motion to approve Change Order EC07R1 for electrical for boiler and cooling tower in the amount of \$11,710 for new township building. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Change Orders EC15, credit for generator in the amount of \$74,865 and EC16 for work for new generator in the amount of \$133,733 - Mr. Sciandra made a motion to approve Change Orders EC15 and EC16 representing a credit for the 80kw generator in the amount of \$74,865 and additional costs in the amount of \$133,737 for work required for the larger generator resulting in a net change to the project cost of \$58,858. Ms. O'Doherty seconded the question. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration of Change Order #1 to Triangle Fire Protection for additional pendent for sprinkler head in the clear story above the public meeting room in the amount of \$2,167.93 – Mr. Sciandra made a motion to approve Change Order #1 to Triangle Fire Protection for additional pendent for sprinkler head in the clear story above the public meeting room of the new township building in the amount of \$2,167.93. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

NEW BUSINESS:

Consideration to approve transfer of funds from PSDLAF to Coatesville Savings Bank General Fund for contractor payments in the amount of \$580,865.89 – Mr. Sciandra made a motion authorizing the transfer of funds from PSDLAF to Coatesville Savings Bank General Fund in the amount of \$580,865.89 for payments to new township building contractors and vendors. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve payment applications for new township building construction and vendor invoices – Mr. Sciandra made a motion to authorize payment for the new township building construction to the contractors and vendor invoices as presented with payment to made following transfer of funds as follows: H.B. Frazer - \$17,341.33; Trefz Mechanical Inc. - \$75,681.00; Perrotto Builders - \$362,014.04; Jay R. Reynolds - \$18,574.02; The Gilbertson Group - \$11,260.00; Tanner Furniture - \$55,000.00; and W.J. Strickler Signs - \$40,995.50. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve an electronic timekeeping system for the new township building and maintenance garage through Evolution Payroll Services – Proposal was reviewed for a time and attendance electronic timekeeping system to be installed at the new township building and maintenance garage through Evolution Payroll Services, our current payroll service vendor. Mr. Sciandra made a motion to approve the time and attendance timekeeping system as per Evolution Payroll Services' proposal of October 9, 2018. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration regarding office hours/closing early on Christmas Eve – There was discussion to close the office early on Christmas Eve noting that all employees scheduled to work that day would report to work at 7:30 a.m. and not take a lunch. Mr. Sciandra made a motion to close the office early on December 24, 2018, at 2:00 p.m. for non-essential

employees. 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 approve the minutes from the November 7, 2018, November 15, 2018, and November 19, 2018, meetings. Mr. Sciandra seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

TREASURER’S REPORT

The Treasurer’s Report was reviewed.

MOTION TO PAY BILLS:

Ms. O’Doherty made a motion to pay bills as presented. Mr. Sciandra seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

DEPARTMENT REPORTS:

Public Works – The monthly report was distributed to the Board of Supervisors and is on file at the Township Office.

Administration – The monthly report was distributed to the Board of Supervisors and is on file at the Township Office.

CITIZEN COMMENTS:

None

ADJOURNMENT:

There being no further business to discuss, the meeting was properly adjourned at 11:00 p.m.

Janis A. Rambo, Township Secretary