

MINUTES FOR FEBRUARY 6, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, February 6, 2018, at 7:30 p.m. at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 7:30 p.m. Those in attendance were Supervisors Kathy O'Doherty, Eric Lama, Joe Sciandra, and Patrice Proctor. Supervisor Christopher Lehenky was absent. Also in attendance were Ed Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis, Esquire (Township Solicitor). An executive session was held at 6:00 p.m. prior to the meeting to discuss police policies, personnel issues and items on the agenda.

CITIZENS COMMENTS ON THE AGENDA:

None

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

CITIZEN'S COMMENTS:

Zarik Stephanian, 10 Linda Lane – Mr. Stephanian inquired about his high water bill. It was noted on information provided by the Senior Clerk that water readings had been done on December 20 and January 3. During that time, he had used 2,000 gallons of water. His meter was placed on January 11. The meter reading at that time showed that he had used another 1,000 gallons of water during a week. Ms. Proctor asked if he had checked for leaks. Ms. O'Doherty also noted that it sounded like he had had a leak and suggested he take food coloring and put in his toilet tank to see if the water went into the bowl to confirm if he had a toilet leak. Mr. Sciandra suggested that he check for leaks as his usage for two people is very high and that we cannot do any adjustments.

OLD BUSINESS:

Consideration/discussion regarding Multi-Municipal Economic Development Study VPP grant application/project costs - Ms. Huntzinger, Economic Development Administrator for the Chester County Department of Community Development, reviewed the VPP grant for a multi-municipal economic development study in partnership with South Coatesville Borough and the City of Coatesville. If the grant was approved, a consultant would need to be hired. The deadline for filing the grant is February 21. Each municipality would need to commit funds and participation in the task force. It is recommended that at least one person from each governing body and one person from each municipality's planning commission would be on the task force. As the grant funds are reimbursed after the project is completed, each municipality would need to contribute approximately \$13,333 towards the consultant fees and the match portion of the grant per municipality would be \$6,667. **Mr. Sciandra made a motion to authorize the Chairwoman to sign a letter confirming Valley Township's commitment to fund their share**

of the expenses for the multi-municipal economic development study in the amount of \$20,000, of which \$13,333 would be reimbursed to Valley Township when the project is complete, and to commit to representation on the task force. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion regarding Lampart Limited Partnership Conditional Use Hearing Decision – Mr. Jarvis read the proposed decision. Mr. Sciandra requested that in Section C of the Order where it states “In the event that the Paulsens would, in the future, request it, Lampart would install the landscape barrier required by VTZO §446.O, between its property and theirs at 925 and 1110 West 11th Avenue” that it be added to include “the Paulsens, *their heirs or assigns*”.

Ms. O’Doherty made a motion to accept the Lampart Limited Partnership Conditional Use Hearing Decision as read and amended. Mr. Sciandra seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

SOLICITOR’S REPORT:

Attorney Jarvis reported on the following items:

- Mr. Jarvis reported that he reviewed with the Township Architect and Township Project Manager issues with the electrical contractor for the new township building.
- Mr. Jarvis reported that he drafted the Lampart Limited Partnership Conditional Use Hearing Decision which was approved earlier this evening.
- Mr. Jarvis reported he has responded to Verizon Wireless’ request for additional information regarding a possible lease on the Township’s water tower.
- Mr. Jarvis reported that he will be returning a call to a representative from T-Mobile.
- Mr. Jarvis reported that he obtained information from Pennoni for the Manor Road easement.
- Mr. Jarvis stated that he is also working on the requested ordinance amendment and a resolution concerning trimming of vegetation in rights of way.

At this time, Mr. Jarvis departed the meeting.

OLD BUSINESS CONTINUED:

Discussion/consideration regarding proposed bid and construction schedule for the Manor Road Project – A proposed schedule was submitted by Pennoni for the Manor Road Project for public notice advertisement to occur on February 15 and 19; a pre-bid meeting to be held on February 22; bids due on March 15 at 10:00 a.m.; BOS award of contract at the March 20 meeting with the contract executed in April; and construction to begin in May and conclude in July.

The Board expressed concerns during construction for the local residents. Notification to residents was discussed.

Mr. Sciandra made a motion to authorize Pennoni to proceed to advertise for bids for the Manor Road Project and approved the proposed project schedule. Mr. Lama seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration of Township match for VPP Grant for Comprehensive Plan rewrite and commitment to form a task force – After discussion, **Ms. O’Doherty made a motion to authorize a letter be signed by the Chairwoman confirming that Valley Township will commit to a match of 30% for the VPP grant to update the Township’s Comprehensive Plan in order to finance the work program understanding that the reimbursement does not occur until the project is completed and that the township is committed to establish a Comprehensive Plan Task Force with a total project cost not to exceed \$60,000. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion regarding Planning Commission’s recommended SALDO revisions – **Mr. Sciandra made a motion to forward the Planning Commissions’ recommended SALDO revisions to the Chester County Planning Commission for comment. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

NEW BUSINESS:

Discussion/consideration to authorize Pennoni Associates to file the DRBC application for \$5,000 plus application fees – **Mr. Sciandra made a motion to authorize Pennoni Associates to file the Delaware River Basin Commission renewal application for an estimated cost of \$5,000 as well as to authorize the application fee which is expected to be between \$2,000 to \$2,500. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes. It was also noted that although the application is not past due, the DRBC could assess a late fee. Mr. Rasiul stated that they will do their best to avoid a late fee.

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 departed the meeting.

APPROVAL OF MINUTES:

Ms. O’Doherty made a motion to accept the minutes of the January 16, 2018 meeting as presented. Mr. Lama seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

OLD BUSINESS CONTINUED:

Consideration/discussion for Township to enter into upcoming zoning hearings – The Board discussed the two upcoming zoning hearings scheduled for February 8. Mr. Sciandra noted that the zoning officer had concerns regarding the application for 619 Proctor Lane for installing a pool, fence, and the moving of an existing 120 square foot shed with regards to impervious surface. After discussion, the Board took no action to enter into either hearing for February 8.

NEW BUSINESS CONTINUED:

Discussion/consideration regarding quote to replace 4” Tyco dry valve and trim at Maintenance Garage – **Mr. Lama made a motion to authorize Oliver Fire and Protection & Security to replace the existing 4” Tyco dry valve and trim with new as per their proposal dated January 23, 2018 in the amount of \$6,300. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion to post/advertise for the Clerk position – **Mr. Sciandra made a motion to post internally and advertise for the position. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration/discussion to post/advertise for Part-Time Police Officers – **Mr. Sciandra made a motion to post and advertise for part-time police officers. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

The Board requested that applications for both positions be due by Monday, February 26, 2018.

Discussion/consideration to ratify the 2018-2021 Non-Uniform Collective Bargaining Agreement – **Mr. Sciandra made a motion to ratify the 2018-2021 Non-Uniform Collective Bargaining Agreement with Valley Township Employees Local 1821 AFSCME District Council 88 AFL-CIO. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – nay; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to adopt Police Policies to include *Disciplinary Policy, Disposal of Media Policy and Procedures, Allowed Personally Owned Device Policy, User Account/Access Validation Policy, Information Technology Policy (Cyber Security Incident Response), Media Protection Policy, Physical Protection Policy* – **Mr. Sciandra made a motion to table any decision regarding the proposed Police Policies presented to the Board of Supervisors for consideration. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to waive Valley Township’s real estate taxes for Township-owned properties – **Ms. O’Doherty made a motion to waive the Valley Township real estate taxes for Township-owned properties as follows:**

<i>Description</i>	<i>Invoice Number</i>	<i>Parcel Number</i>
SWS of Wagontown Road	M3818A000685	38 02M01300000

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SWS & Rear of Wagontown Road	M3818A000700	38 02M01460000
ES of Wagontown Road	M3818A000707	38 02M01540000
NS & Rear of Manor Road	M3818A000714	38 02M01600000
SS of W Lincoln Hwy	M3818A000901	38 02Q00440000
SS of W Lincoln Hwy	M3818A000900	38 02Q00430000
ES of Meadowbrook Dr	M3818A001330	38 02_01290100
WS of Manor Road	M3818A001975	38 03J00040000
WS & Rer of Manor Road	M3818A001979	38 03J00070000
SE Cor of Valley Rd & S PA	M3818A003187	38 05F01250000

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

Discussion/consideration to attend the Spring CCATO Conference (Thursday, March 8, 2018) – Information was received and reviewed regarding the Spring CCATO Conference on Thursday, March 8, 2018, at The Desmond Hotel. **Mr. Lama made a motion to table any decision regarding registration until the next meeting. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – 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 10:10 p.m.

Janis A. Rambo
Secretary/Treasurer