

MINUTES FROM JULY 17, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, July 17, 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 7:35 p.m. Those in attendance were Supervisors Christopher Lehenky; Kathy O'Doherty; William Handy, Sr.; Joe Sciandra; and Patrice Proctor. Also in attendance were Frank Williamson, Jr. of The Arro Group (Interim Manager); Ed Rasiul of Pennoni Associates, Inc. (Township Engineer); and Alan J. Jarvis (Township Solicitor). An executive session was held at 5:30 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

CITIZENS' COMMENTS ON AGENDA:

None

OATH OF OFFICE

Judge Grover Koon administered the Oath of Office to Christopher Dustin Vaughn as part-time police officer.

RECOGNITION OF VOLUNTEER OF THE YEAR

Ms. Proctor recognized Patty Smith as Valley Township's *Volunteer of the Year*. Ms. Proctor noted that the award announcement was actually made at the April "Volunteer Luncheon" which Ms. Smith was unable to attend. Ms. Smith was presented with a Certificate and gift card. The Township *Volunteer of the Year* plaque was updated with Ms. Smith's name being added to the past recipients.

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

DEPARTMENT REPORTS:

Public Safety – Officer in Charge Canale reviewed the monthly report. During the month, the Department handled 264 calls for service. It was noted that Officer Duca discovered a vehicle fire immediately adjacent to the Dollar General and was able to put out a lot of the fire with an extinguisher. Westwood Fire Company then extinguished the fire. Officer Canale drove a veteran to a business that he knew was hiring. The individual was hired on the spot. It was noted that Officer Faddis has entered field training and is riding with an officer to learn the Township. The monthly statistics were reviewed. Mr. Handy inquired about the number of active cases with the Court of Common Pleas. It was asked if this statistic could be added to the report.

Officer Canale added that 24 citations have been issued to date for those driving through the Manor Road closure.

Fire/Ambulance – Chief Sly reported that there were 17 calls for the Westwood Fire Company in June of which 13 were in Valley Township. Westwood Ambulance had a total of 116 calls of which 66 were in Valley Township. Ambulance 144 responded to 147 calls.

Chief Sly noted that the reminder mailing will be going out for the Ambulance membership fund drive to those that did not respond during the first mailing.

Emergency Management – Mr. Sciandra reviewed the monthly report. He noted that heavy rain storms can cause flooding and during heavy storms tree limbs can fall on cars. He noted the importance of registering with “Smart 911”. If you call in an emergency from the phone that you register with, any data that has been provided will immediately be available to the 911 operator. He also encouraged anyone who has not registered with “readychesco.org” to do so to get notifications. Mr. Sciandra noted that the Deputy EMC has competed 7 out of 8 classes required by the County. He also noted that the EMC responded to the aircraft incident at the Chester County Airport.

CITIZENS COMMENTS:

Susan Moran, 109 Stoyer Road – Ms. Moran advised that during lawn cutting, her sewer cap was knocked off which she reported to the Township office. She advised that the next day, the cap was replaced. She also noted that the sanitation workers are very friendly and nice. She stated that she finds “readychesco” very useful advising that she used something similar in Delaware County where she used to live and now subscribes here in Chester County. Ms. Moran noted that although there is good information in the Township’s newsletter and website, she asked that consideration be given to utilize “readychesco” for other non-emergency township announcements. She gave examples of types of notifications that she receives from surrounding municipalities of their events and announcements. She also noted that her community of Hillview has an “eBlast” system and that they could work with the Township to send out notifications. She noted that in June she was unsure if she should set out her yard waste due to the bad rain and wind. She said it would have been nice to have gotten a notification if the pickup was still on. Mr. Williamson commented that he is currently looking into providers for community outreach.

PLANNING COMMISSION REPORT:

Mr. Bement gave the Planning Commission report for their meeting of July 10, 2018.

- A contractor for the Lincoln Diner attended the meeting with a hand sketch and expected approval for additional parking at the Diner. Mr. Bement stated that they were advised of what was needed to be done and was not sure if they will follow through due to expense.
- The Planning Commission reviewed the subdivision plan for the Villages of Hillview. The purpose of the subdivision plan is to enable the HOA to dedicate Hulnick Road,

Dawman Road and Rawson Lane to the Township. There were five waivers presented:

1. A road with a shorter curve on a reverse tangent than required
2. A 45-foot right of way for a portion of one road instead of 50-foot right of way
3. A site triangle is 75 feet instead of 100 feet (vegetation to be removed)
4. Access roads serve four units instead of one
5. Four parking areas are not up to requirements; they extend out of the right of way.
Hillview will take care of snow plowing and maintenance of these

Mr. Bement noted that Orleans only recently released the plans from their engineering firm to Hillview to use for their subdivision plan. He reported that the Planning Commission voted to recommend the approval of the five requested waivers as well as recommending approval that the preliminary and final plans be combined.

Mr. Bement also noted that it is his understanding that the adjacent property in Caln Township that was to be developed for approximately 99 homes is now being proposed as “units”. He said that it was unclear if it was now intended to be for some type of assisted living. He noted that he understands it is before Caln Township for a time extension.

Ms. Proctor asked to clarify if the members of the Planning Commission who reside in Hillview had any conflict of interest. Mr. Bement advised that the Township Solicitor had been contacted previously who advised that he did not see a conflict. It was also noted that all five members were present and all voted to recommend approvals.

SOLICITOR’S REPORT:

Solicitor Jarvis reported on the following:

- Mr. Jarvis reported that he will be meeting with Pennoni regarding road dedications that were not recorded.
- Mr. Jarvis reported that he continues to work on the response to Devon Services regarding London Tract. He is waiting for Mike Ellis’ response to update the outstanding items in order for the Township to accept dedication.

At this time, Mr. Jarvis departed the meeting.

ENGINEER’S REPORT:

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

Mr. Rasiul reported that they will be utilizing a subconsultant, Tom Commita, for the VPP Grant submission for the Comprehensive Plan update.

Question arose regarding the wall that is on the property owned by the Veterans' Administration (VA). Mr. Sciandra stated that the Mr. Cutlip has been doing everything possible to contact them. It is believed that the owner is in Texas and that any notification would need to be served in person. Mr. Williamson will talk with Mr. Cutlip to review the information that he has and if possible try and reach out to the property owner.

There was discussion regarding the roof boards at the new township building. It was noted that the roof panels were inspected for delamination. The manufacturing specifications stated that the roofing material was to go on one day after panels are set. It was also noted that there has not been a proposal yet from the general contractor regarding the concrete slab floor.

At this time, Mr. Rasiul departed the meeting.

MANAGER'S REPORT:

Mr. Williamson reported that he is working on the fee schedule. A letter was sent to the Timberlane HOA regarding the procedures that would be required to dedicate streets to the Township as requested at the last meeting. He also reported that he attended a pre-application meeting, along with Mr. Ellis, with the Chester County Planning Commission for the Vision Partnership Program application.

OLD BUSINESS:

Discussion regarding Robinson Lane and Oaklyn Lane – It was reported that a survey will be going out to the residents of Oaklyn, Robinson, and Roundhill.

Discussion/consideration to accept the 90-day time extension for Airport Diner – **Ms. O'Doherty made a motion to accept the 90-day time extension for Airport Diner to November 10, 2018. Mr. Handy seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Handy - yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to set a date/time to meet with ComStar – The Board proposed to meet on July 24, 2018 at 10:00 am with ComStar to review their proposal. Mr. Sciandra will confirm date and time with the representative from ComStar.

Mr. Sciandra noted that they have met with companies that supply police lockers. There is an urgency to confirm the layout of furniture in the patrol room. It was noted that it would be ideal to have six work stations. There was also discussion regarding the need to have cable television in the police offices and to have a monitor in the lobby.

Discussion/consideration to appoint William Handy to the Safety Committee – There was discussion to appoint Mr. Handy to the Safety Committee and annual Safety Committee training which is tentatively scheduled for August 1. **Ms. O'Doherty made a motion to appoint William Handy, Sr., to the Workplace Safety Committee. Mr. Sciandra seconded the motion.** Question: Mr. Lehenky – nay

At this time, Ms. O'Doherty asked Mr. Lehenky if he wanted to remain on the Safety Committee. Mr. Lehenky stated that it was his intention to stay on the Committee. **Ms. O'Doherty rescinded her motion. Mr. Sciandra rescinded his second to the previous motion.**

Mr. Lehenky will remain a member of the Workplace Safety Committee.

NEW BUSINESS:

Consideration to ratify transfer of funds from PSDLAF to CSB General Fund for contractor payments in the amount of \$298,601.52 – **Ms. O'Doherty made a motion to ratify the transfer of funds from PSDLAF to Coatesville Savings Bank General Fund for contractor payments in the amount of \$298,601.52. Ms. Sciandra seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Handy - yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve payment applications for the new township building construction – **Mr. Handy made a motion to approve payment applications for the new township building construction as follows:**

- **H. B. Frazer - \$23,405.99**
- **Trefz Mechanical Inc. - \$79,020.00**
- **Jay R. Reynolds, Inc. - \$4,194.00**
- **Perrotto Builders - \$183,881.53**
- **Triangle - \$8,100.00**

Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Handy - yes; Mr. Sciandra – yes; Ms. Proctor – yes.

APPROVAL OF MINUTES:

Mr. Handy made a motion to approve the minutes from the July 3, 2018, meeting. Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Handy – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

TREASURER'S REPORT

The Treasurer's Report was read.

MOTION TO PAY BILLS:

Mr. Sciandra made a motion to pay bills as presented. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Handy – 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 10:04 p.m.

Janis A. Rambo, Township Secretary