

MINUTES FOR OCTOBER 15, 2019
VALLEY TOWNSHIP BOARD OF SUPERVISORS

The second monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, October 15, 2019, 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, Joe Sciandra, William Handy, Sr. and Patrice Proctor. Supervisor Christopher Lehenky was absent. Also in attendance were Carol R. Lewis, Township Manager; Michael J. Ellis, P.E., of Pennoni Associates, Inc. (Township Engineer); and Andrew D.H. Rau, Esquire, of Unruh, Turner, Burke & Frees (Township Solicitor).

Ms. Proctor noted that the Board of Supervisors met in Executive Session at 6:30 p.m. to discuss matters of litigation and personnel.

CITIZEN'S COMMENTS ON AGENDA ITEMS:

None

APPROVAL OF MINUTES:

Mr. Handy made a motion, seconded by Ms. O'Doherty, to approve the minutes from the October 1, 2019, meeting. The motion passed with Mr. Sciandra abstaining as he was not at the October 1 meeting.

TREASURER'S REPORT:

The Treasurer's Report was distributed.

Discussion/consideration regarding transfer of funds from the General Fund Money Market to General Fund Checking Account – Ms. Lewis requested the Board consider the transfer of funds in order to pay the principal and interest bond payment and other new-building related expenses.

Mr. Sciandra made a motion, seconded by Ms. O'Doherty, to authorize the transfer \$669,379.90 from the Coatesville Savings Bank General Fund Money Market to the Coatesville Savings Bank General Fund Checking Account. Question: Ms. O'Doherty inquired if this would deplete the account; Ms. Lewis confirmed that it would. The motion passed unanimously.

PAYMENT OF BILLS

Mr. Handy made a motion, seconded by Mr. Sciandra, to authorize payment of bills as presented. The motion passed unanimously.

BOARD GENERAL COMMENTS:

Ms. Proctor noted the following:

- The last yard waste collection for the South side will be October 21, 2019
- Leaf collection dates are: November 4, 18 25, December 2, 9
- Township office and public works will be closed on Monday, November 11; Monday's trash will be collected on Tuesday
- Township office and public works will be closed on Thursday, November 28; Thursday's trash and recycling will be collected on Friday, November 29
- Township office will be closed on Friday, November 29; Public Works will be collecting Friday's trash. Friday's recycling will be collected on Monday, December 2
- Tree Lighting will be held on December 8 at 6:00 p.m.
- Children's Holiday Party will be held on December 14 from 12:00 noon to 2:00 p.m.
- Trick or Treat will be held in Valley Township on October 31 from 6:00 p.m. to 8:00 p.m.

DEPARTMENT REPORTS:

Public Safety – Chief Newhall reviewed his written report for September 2019 which included statics for the department year to date as compared to last year. He noted that the department has responded to 10,058 calls year-to-date; 1,088 for the month of September. He reported that for September, the busiest days were Mondays and the busiest hours were 7:00 to 8:00 p.m. and midnight. Chief noted that two officers attended a week-long Inter-County Detective training course. It was reported that we received a grant for two new body cams; however, the grant will not be awarded until 2020. He will proceed to order the two cameras that were budgeted for this year.

Ms. O'Doherty asked the Chief to speak to the arrests being up this year. Chief noted that Valley Township is in the middle of Lancaster/Philadelphia corridor and also attributed the higher arrests to the fact that we always have two officers on duty which allows one officer to be working on investigations while the other officer can handle the routine shift duties.

Fire/EMS – The Westwood Fire and EMS reports were distributed to the Board. Ms. O'Doherty read the reports which noted that there 98 calls for the Westwood ambulance in September; of which, there were 60 responses in Valley Township. The Wagontown Ambulance responded to a total of 143 calls. There were 19 calls for September for the Westwood Fire Company; of which 15 were in Valley Township.

Emergency Management – Mr. Sciandra noted that September was a quiet month and stated that September is known as "Preparedness Month". He encouraged everyone to ensure that they would be prepared should an incident occur. He noted that www.ready.gov is a good tool to subscribe to as well as www.readychesco.org to get local notifications.

Workplace Safety – Ms. O'Doherty reported that the Public Works Department had reported the issue of bed bugs when collecting mattresses. Action was taken to now provide a mattress bag when people pay and arrange for a mattress pickup. The cost of the bag is included in the fee for the collection (\$33). Ms. O'Doherty also noted another issue discussed at the Safety Meeting is people parking at the intersections where there is a bus stop which makes it very difficult for some of the larger equipment to make the turns. It was noted that cars must be 30 feet from the

intersection. The Police Department has been trying to convey this information. Mr. Handy also noted that the Safety Committee completed their annual training. It was noted that having a Certified Workplace Safety Committee saves the Township 5% on their workers compensation premium.

PLANNING COMMISSION:

Tom Burt gave the Planning Commission report for their October 8, 2019, meeting. He noted that October was a light agenda. He noted that there is training planned in December and that as there are no plans before the Commission in the next few months that they will review start to look at new projects such as tot lots and recreation fee-in-lieu, other recreation SALDO amendments, affordable housing, Air BNB and tiny homes.

It was noted that there is currently a vacancy on the Planning Commission. Letters of interest are being accepted until November 8, 2019.

CITIZENS REQUEST TO BE ON THE AGENDA:

Elizabeth Spies, 143 Mineral Springs Road – Ms. Spies requested permission to connect to public sewer through her neighbors' line at 147 Mineral Springs Road. Mr. Ellis noted that the Township's Ordinance is not set up for multiple connections to the same lateral. Mr. Rau also noted that should an arrangement be permitted by the Township after review, he would suggest a mutual indemnity agreement (Operations & Management Agreement) be developed and recorded. Mr. Ellis reviewed that there were issues in the past when there were two connections to a lateral when one unit was backed up due to the other unit putting grease down the drain. After further discussion, it was the consensus of the Board to have Pennoni Associates meet with the homeowner at the site to review the situation for Pennoni to provide a recommendation to the Board.

Fred Gunther, 2 Lindbergh Boulevard, Hangar 5B – Mr. Gunther stated that he was back before the Board with regards to seeking relief for the sewer charges for a leak. Mr. Sciandra noted that the Township does not get relief from Pennsylvania Water Company. Ms. Lewis confirmed that she had contacted a local representative and they could not make an adjustment to the Township's account. Mr. Gunther stated that the leak has since been fixed. The Township advised that to date, there has not been a call for an inspection for the work. Further, it was noted that the permit for the repair was never picked up prior to the work commencing. Mr. Gunther stated that he would like the name and phone number from the PAWC representative that Ms. Lewis talked to in order to contact them directly.

Frederick Iuliano, 444 Lockport Road – Mr. Iuliano stated that he had new sod put down this summer. He stated that he permitted the contractor who was performing work for Orleans on the basin behind his to access the area through his lawn with the stipulation that new sod would be installed after completion. Mr. Iuliano stated that due to the high temperatures this summer, the new sod required heavy watering. He stated that he did not realize that the sewer portion of his

quarterly bill would be that high. He noted that after hearing the previous comments, he realizes that he would not be able to get relief or an adjustment.

Mr. Sciandra suggested, if anything, to go back to the contractor or Orleans for reimbursement for the excess charges for watering of the sod. Ms. Lewis also read the Township's annual notice about "Water Conservation" which is in the spring or summer newsletter and on our website stating "... Remember that your sewer bill is also based on your water usage. If you choose to water your lawn, wash your car, power wash your home or fill a swimming pool, not only will this increase your water bill but it will increase your sewer bill as well."

Paul Krausser, 437 Lockport Lane – Mr. Krausser stated that he had a similar issue with new sod being installed as well as power washing his house. Again, it was noted that an adjustment could not be given.

Wilson Armentrout, 23 Green Street – Mr. Armentrout stated that he had requested to be on the agenda regarding speed signs, but that the signs have been installed and he would now like to see enforcement on Green Street. Chief Newhall stated that he would advise the officers.

Barbara Martinez, 115 Glencrest Road – "Glencrest Manor" – Ms. Martinez question her sewer billing rate. Mr. Ellis the Township's *Unit Scheduled for Sewer Rental* fee schedule which outlined that 2 "sewer units" are applied for a group home with 4 beds or less, and 1 additional "sewer unit" is applied for each addition 2 beds or portion thereof. As "Glencrest Manor" was licensed to have 13 beds, the billing is for 7 units at \$220 per quarterly or \$1,540. Mr. Ellis advised that public water could be an option as it is available in front of the property. The Board suggested that a temporary meter could be installed by a registered plumber and usage could be tracked and compared to our metered fee schedule for water and sewer to see if that would be more cost effective. Ms. O'Doherty stated that once she had her normal monthly or quarterly usage, Janice Duca could advise her what her quarterly bill would be if she were a water/sewer customer of the Township.

NEW BUSINESS:

Discussion/consideration regarding Electric Proposal – Energy Consultant John Hashem provided the Board with an updated electricity procurement proposal, dated October 15, 2019, with rates from three suppliers for 24 months, 36 months and 48 months. The lowest rates were through Freepoint Energy Solutions. It was noted that the proposal, based on an annual usage of 452,400 Kwh, included an additional 100,000 Kwh at the contracted rate; anything above the 552,400 Kwh *could* be subject to a surcharge. Mr. Hashem stated that the usage took into consideration the move to the new building. Mr. Sciandra inquired if the Hillview Pump Station was included in the estimated annual usage which will soon be added as a Township account. Mr. Rau was able to provide Mr. Hashem with an electronic copy of a PECO invoice for the Hillview Pump Station with the current PECO account number. **Mr. Sciandra made a motion, seconded by Mr. Handy, to contract with Freepoint Energy Solutions, for four years at a**

rate of \$0.0508/Kwh contingent upon AUI Associates, Inc.’s confirmation that the Hillview Pump Station’s usage be added on to the Township’s annual base usage and authorized the Chairwoman to sign the contract. The motion passed unanimously.

John Sensing, 80 Robinson Avenue – Ms. Proctor recognized Mr. Sensing in the audience. Mr. Sensing stated he heard a rumor that the bollards will be removed from his yard. Ms. Lewis stated that items that are in the road right of way will be pushed back. Mr. Sensing stated that years ago when Robinson Avenue was paved that the paving extended into the road right away. Ms. Lewis also reviewed that the turn radius at Robinson Avenue and Buckthorn Lane was adequate for Westwood’s largest fire truck and a resident of the neighborhood who had concerns with turning with their RV. She further noted that signage has been ordered with blinking lights and additional police presence has been requested. Chief Newhall noted that the Department will issue warnings during the first month. Chief was requested to notify the GIS for mapping.

ENGINEER’S REPORT:

Mr. Ellis submitted the Engineer’s Report which is on file in the Township Office. Mr. Ellis highlighted the following items from the report:

- Oakcrest Phase I – Developer will attend the November 6, 2019, meeting. Outstanding items for project closeout and dedication consist of approving the deeds and security agreement, provision of the financial security, and provision as an as-built landscaping plan. Mr. Ellis advised that he has talked with PennDOT to come out and measure roads should application be able to made for liquid fuels for next year.
- Pugh Property Drainage – Mr. Ellis reported that he became aware of a PA Small Water & Sewer Grant in which stormwater projects are now eligible. Deadline for filing application is December 13, 2019. Mr. Sciandra also suggested that the Cynthia Road project be given consideration for application. Mr. Ellis noted that he would need to look into that project’s eligibility as the HOA has responsibility. He stated that he felt the Pugh Drainage project, if submitted as multi-municipal grant with the City of Coatesville, could score additional points as he believes since stormwater projects are now eligible that there will be a lot of applications submitted. There was a consensus of the Board to look into the grant and to also contact the City of Coatesville about participating in the grant application and match requirement. Ms. Lewis stated she would contact the City of Coatesville.
- North Park Avenue Drainage Improvements – Pennoni performed field survey at the intersection of North Park Avenue and Valley Road and are preparing the design of the storm sewer system along with plans and a limited quote document. Mr. Ellis stated that he expects to have the documents completed by October 21 and quotes will be requested. The intent is to obtain three written quotes since the cost is expected to be less than the public bidding threshold. The aggressive intention remains to construct the improvements before winter. It was noted that this project will be funded by the grant that was awarded to Valley Township with assistance from Senator Dinniman’s office.

Ms. Lewis noted that she has obtained the paperwork for the PennDOT *Agility Program* which was discussed a few weeks ago. She stated that work on the North Park Avenue drainage system would be an example of where the Township could get credit for the work with PennDOT under the *Agility Program*. The Board concurred to authorize Ms. Lewis to forward the *Agility Program* contract to Mr. Rau's office for review.

Consideration to authorize Chairwoman to sign the permit application for the Water Quality Management Permit Amendment for the Valley View Business Park Pump Station – Mr. Sciandra made a motion, seconded by Ms. O'Doherty, to authorize the Chairwoman to sign the permit application for the Water Quality Management Permit Amendment for the Valley View Business Park Pump Station conditioned upon Pennoni's review of the paperwork received today is satisfactory. The motion passed unanimously.

Discussion/consideration to approve reduction and refund of Valley View Business Park Lot 5 EDUs – Mr. Ellis reported that a request was received from Valley View Two Partners, LP advising that they had secured a long-term lease with Ballymore Corporation for Valley View Lot 5 (251 Waverly Boulevard). They noted that Ballymore is employing 15-16 employees in this building (5-6 in office area and 9-10 in shipping and receiving). It was noted that they had paid for 8 EDUs for this building. They are requesting that Valley Township review the EDU requirements for this project and refund the appropriate overpayment. Mr. Ellis stated that based on information provided, he feels that the appropriate number of EDUs would be three (3). Mr. Sciandra made a motion, seconded by Ms. O'Doherty, to authorize the refund of five (5) EDU connection fees (5 x \$382.92 = \$1,914.60) contingent that the Township Engineer is satisfied with the paperwork. The motion passed unanimously.

SOLICITOR'S REPORT:

Mr. Rau advised that he had nothing to report.

At this time, Mr. Ellis and Mr. Rau departed the meeting.

OLD BUSINESS:

Discussion/consideration to extend contract with Hill International (current extension expires 10/31/19) – Mr. Handy made a motion, seconded by Mr. Sciandra, to extend the services of Hill International, Inc. from November 1, 2019 to December 31, 2019 for up to four (4) days per week as per their extension letter of July 24, 2018. The motion passed by a vote of 3-1 with Ms. O'Doherty voting nay.

Discussion/consideration regarding *Inclement Weather Policy* – The Board reviewed the proposed *Inclement Weather Policy*. It was clarified that this would be for administrative personnel as Public Works and Police would be considered essential during inclement weather. Mr. Sciandra made a motion, seconded by Mr. Handy, to adopt the *Inclement Weather Policy* clarifying in the policy as presented that the policy is for administrative personnel. The motion passed unanimously.

NEW BUSINESS CONTINUED:

Discussion/consideration regarding the request to support the National Register nomination for 890 West Lincoln Highway – An eMail from Elizabeth Rairigh, PA State Historical Preservation Office, regarding National Register listing for the current Township Building. Ms. Rairigh stated in her eMail that a National Register listing does not require public access or place restrictions on what a private property owner can do with their own funding. Her office reviews projects or undertakings that involve state or federal funding, licensing, or permitting, under the National Historic Preservation Act and the PA History Code. The National Register nomination would be paid for by the PA State Historic Preservation Office (SHPO) through a Keystone funding allotment specifically set aside for nominations that the SHPO wishes to move forward. Ms. Rairigh is requesting confirmation that if the SHPO moves forward with the nomination, that the property owner will not object to the listing.

The Board reviewed various concerns regarding the building after the Township vacates to include taxpayer funds being put into the building, security issues, insurance liability costs.

Ms. Proctor requested that all communication with the “Hayti Historical Society” be in writing. The Board requested that the Township Manager draft a letter to the Hayti Historical Society to ask for confirmation that they have the funds for the match for the feasibility study and will pay for an Agreement of Sale. The letter should also include that they will need to make application for a subdivision and land development.

The Board concurred to table any decision on objection to the Historical Register listing.

Discussion/consideration to approve payment applications for new Township Building construction and transfer of funds – Bills were presented from H.B. Frazer in the amount of \$100,342.76 and Element Environment in the amount of \$490.00. **Mr. Sciandra made a motion, seconded by Mr. Handy, to authorize payment to H.B. Frazer in the amount of \$100,342.76 and Element Environmental in the amount of \$490.00 and to authorize the wire transfer of \$100,832.76 from PSDLAF to Coatesville Savings Bank General Fund.** The motion passed unanimously.

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'S COMMENT:

None

There being no further business to discuss, the meeting adjourned at 9:54 p.m.

Janis A. Rambo
Township Secretary