

MINUTES FOR MAY 22, 2019 VALLEY TOWNSHIP BOARD OF SUPERVISORS

The regular monthly meeting of the Valley Township Board of Supervisors was held on Wednesday, May 22, 2019, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 8:02 p.m. Those in attendance were Supervisors Christopher Lehenky, Kathy O'Doherty, and Patrice Proctor. Supervisors Joe Sciandra and William J. Handy, Sr., were 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.

CITIZENS COMMENTS ON THE AGENDA:

Toni Barber, 1010 Front Street, inquired about the draft minutes with regards to the notation under the Open Space, Recreation & Environmental Resources Plan public hearing comments in regards to paragraph 3 of the minutes whereby it stated "It was requested that if the Township would give the Hayti Community Association a year to put together a viable plan to preserve and restore the building". It was noted that this reflected comments from the communication received from the Heritage Preservation Coordinator.

DEPARTMENT REPORTS:

Public Safety – Chief Newhall provided the monthly report for April 2019. He reported that the busiest time for calls is Wednesdays between the hours of 9:00 p.m. to 1:00 a.m. Chief Newhall also reported that the Department received a grant to do a traffic safety study and a grant to do a DUI checkpoint in Valley Township. He also stated that the grant for the record management system is proceeding and another grant for body cameras is being submitted.

Ms. O'Doherty made a motion, seconded by Mr. Lehenky, to authorize the execution of paperwork for the Record Management System Procurement grant with Pennsylvania Commission on Crime and Delinquency. The motion passed unanimously.

Chief Newhall also reported that the traffic study has been rescheduled for Buckthorn and Robinson as previously requested.

A "Handicap Sign Request" was submitted for 25 Linden Street. Question was asked who would pay for the sign. It was noted that it would be the Township's expense. Mr. Lehenky stated that he believes we may have some signs in stock. **Mr. Lehenky made a motion, seconded by Ms.**

O’Doherty, to approve the Handicap Parking Sign for 25 Linden Street. The motion passed unanimously.

Chief Newhall also noted that he was going to begin taking applications for part-time officers as there is a possibility that some current part-time officers may depart for full-time positions.

Ms. Proctor thanked the members from the Police Department that participated in the Annual Community Clean Up Day.

Fire/EMS – The monthly Fire and Ambulance reports from Westwood Fire Company were provided.

Emergency Management – No report.

PLANNING COMMISSION:

Jonathan Egger reported on the Planning Commission’s May 14, 2019, meeting. He stated that the Planning Commission reviewed the proposed SALDO amendment to amend definitions for sidewalk widths and establish standards for dumpsters.

Ms. Proctor questioned “temporary” dumpster regulations for length that a dumpster can be on a property. Ms. Lewis stated that she would look into the inquiry.

CITIZEN’S COMMENTS:

Jonathan Black, 10 Matthew Drive – Mr. Black advised of a stormwater issue on his side yard at Mineral Springs Road and Matthew Drive. Mr. Lehenky stated that he would have the grate/inlet looked at again which was worked on a few years ago.

SOLICITOR’S REPORT:

Mr. Rau reported that two proposed ordinances were advertised for the Board’s action this evening:

Consideration to adopt an Ordinance governing the use of tobacco or nicotine delivery products on Township Property – **Mr. Lehenky made a motion, seconded by Ms. O’Doherty, to adopt Ordinance 2019-02, an ordinance governing the use of tobacco or nicotine delivery products on Township Property.** The motion passed unanimously.

Consideration to adopt an Ordinance with regards to “Obstruction within Boundaries of Public Highways” – **Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to adopt Ordinance 2019-03, an ordinance governing obstructions within the boundaries of public streets.** The motion passed unanimously.

ENGINEER'S REPORT:

Discussion to review a proposed ordinance to amend Chapter 22 of the Code of Ordinances amending definitions and sidewalk widths and establishing standards for dumpsters and consideration to send the proposed amendment to the Chester County Planning Commission for review – Mr. Ellis reviewed the recommendation provided by Mr. Egger during the Planning Commission report for a proposed amendment to the Subdivision and Land Development Ordinance with regards to sidewalk widths to be amended to 5 feet and establishing standards for dumpsters. **Ms. O'Doherty made a motion, seconded by Mr. Lehenky, to forward the proposed SLDO amendment to the Chester County Planning Commission for Act 247 review.** The motion passed unanimously. It was noted that the 5-foot sidewalk width would be for any new sidewalks installed following the adoption of the ordinance.

Discussion regarding Irish Alley repaving quote specifications – Mr. Ellis reviewed a quote that was provided to repave the damaged portion of Irish Alley for \$6,000 which had been obtained by the property owner. The quote included the removal of the bad paving (milling and excavation), rough grading with 3A stone, and 4.5" of 9.5 mm paving material. The proposed cost for the property owner was to contribute \$2,000 towards the cost of the proposed work as well as to put in fill and seed for erosion near the creek. Mr. Ellis also noted that there was approximately another \$1,000 quoted for repairs to the driveway. It was discussed to obtain a revised quote and to document the breakdown and list of items that would be addressed by the property owner and that the Township would not have any further maintenance or obligation in the future. Mr. Rau also noted that a warning and penalty provision could also be included in the Agreement if the property owner would not maintain as required. Ms. Proctor inquired about the percentage of the project versus the percentage of the cost and felt that the property owner should be responsible for more of the cost. After additional comments regarding the cost share, it was the consensus of the Board to discuss the subject at the next Board of Supervisor meeting.

Consideration to approve execution of the Hemlock Bridge Project contract – The contract between the County and the Township for the Hemlock Bridge Renovation Project was presented in the amount of funding for \$348,000. **Mr. Lehenky made a motion, seconded by Ms. O'Doherty, to authorize the execution of the Hemlock Bridge Renovation Project contract with the County of Chester.** The motion passed unanimously.

At this time, Mr. Rau departed the meeting.

Mr. Ellis submitted and reviewed the Engineer's Report:

- Oakcrest Phase I – Mr. Ellis reported that a punch list inspection is scheduled for May 31. He noted that there is some visible cracking in the road, sidewalk, and curbing.
- Oakcrest Phase II – Mr. Ellis reported that Pennoni attend a site meeting with the developer's representatives and the County Conservation District on May 9 to discuss the approach to the infiltration bed redesigns. He advised that the pedestrian bridge still needs to be constructed, the tot lot fencing needs to be installed, and the playground equipment proposal needs to be submitted to the Township.
- Amycel – Cost estimates were provided and reviewed by Pennoni. Comments were provided back to the developer. They also noted to the developer that upgrades to the

pump station would need to be secured as well – either by Amycel or by Valley View Business Park.

- Recreation & Open Space Plan – Final edits are being made for resubmission to DCNR.
- CDBG Applications – Mr. Ellis reported that Pennoni is working on the two applications. He noted that the cost estimate for the Wagontown Road Reconstruction Project is at \$2 million and a grant application will be submitted for \$1 million. The Concord Road Project cost estimate is now \$240,000 based on current prices (last year’s submission was for \$225,000).
- Rock Run Pump Station Bypass Pump – Mr. Ellis reported that DEP will now require a Water Quality Permit amendment.

Consideration regarding Amycel Planning Module Resolution – Mr. Ellis reviewed that Amycel had received a conditional approval for their Planning Module Resolution, Resolution 2019-11, contingent upon receiving proper approvals and addressing the items in the Township Engineer’s review letter. Confirmation was received today that the County approved Amycel’s plan. Amycel has requested that the Township rescind their previous Resolution and adopt another Planning Module Resolution which would be adopted following the County’s approval. **Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to rescind Resolution 2019-11 and adopt Resolution 2019-15, a Resolution for Plan Revision for New Land Development for Amycel.** The motion passed unanimously.

At this time, Mr. Ellis departed the meeting.

MANAGER’S REPORT:

National Public Works Week – Ms. Lewis reported that this is National Public Works Week and gave a “shout out” to Valley Township’s public works department for all the great work they do.

Resident Compliment – Ms. Lewis also reported that during an Open Records inspection, a resident commented on how great Valley Township’s administration staff is with regards to answering and returning calls and assistance.

Administration Cross-Training – Ms. Lewis reported that with a member of the Admin staff out on medical leave, it was apparent that not everyone is crossed trained. Staff is working on preparing a listing of their duties and instructions.

OLD BUSINESS:

Discussion/consideration to release professional fee escrow balance for “123 Mt. Airy Road Land Development/Subdivision Plan” to the City of Coatesville in the amount of \$45.50 – It was noted that the Plan was properly recorded and copies provided to the Township. **Mr. Lehenky made a motion, seconded by Ms. O’Doherty, to release professional fee escrow balance in the amount of \$45.50 for the 123 Mt. Airy Road Land Development/Subdivision Plan to the City of Coatesville.** The motion passed unanimously.

Discussion/consideration to ratify/amend amount to finance through Fulton Bank for 2019 Ford Interceptor Utility Vehicle – Ms. Lewis noted that the final invoice price for the Ford Interceptor Utility vehicle is \$45,476.73. She also noted that there is a transaction/acquisition fee for Fulton Bank in the amount of \$250.00 which could be paid directly to Fulton or rolled into the financing. **Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to amend the amount to finance through Fulton Bank to \$45,476.73 with the \$250.00 fee for Fulton Bank to be paid directly and not financed.** The motion passed unanimously.

Discussion/consideration regarding Township logo – Ms. Lewis provided logo designs prepared by W. J. Strickler Signs. The Board concurred that they would like to see Option 2 (top right, page 1) in color, lightened up, with and without the reflection.

NEW BUSINESS:

Discussion/consideration to approve and authorize signing of the Economic Development Study – The proposed contract between the County of Chester and the City of Coatesville/South Coatesville Borough/Valley Township and 4Ward Planning Inc. was distributed. **Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to approve authorization for the contracts to be executed when finalized by the parties.** The motion passed unanimously.

Discussion/consideration to authorize payment to Hill International for invoices for services from July 2018 through April 30, 2019 in the total amount of \$183,798.94 – The Board reviewed the invoices submitted by Hill International for project management services for the new township building **Mr. Lehenky made a motion, seconded by Ms. O’Doherty, to approve payment of the invoices from Hill International for services for July 2018 through April 30, 2019.** The motion passed unanimously.

Discussion/consideration to extend Hill International - **Mr. Lehenky made a motion, seconded by Ms. Proctor, to extend the services of Hill International, for four days a week, to August 31, 2019.** The motion passed with Ms. O’Doherty voting nay.

Discussion/consideration to approve payment applications for new township building construction – **Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to authorize payment to Perrotto Builders Ltd. in the amount of \$15,530.04, Element Environmental Solutions (Inv #2657) in the amount of \$1,793.97 and Element Environmental Solutions (Inv #2680) in the amount of \$2,183.00.** The motion passed unanimously.

APPROVAL OF MINUTES:

Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to approve the minutes of the May 29, 2019, meeting as presented. The motion passed unanimously.

TREASURER’S REPORT:

The Treasurer’s Report was read.

PAYMENT OF BILLS

Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to authorize payment of bills as presented. The motion passed unanimously.

Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to appoint Carol R. Lewis as Treasurer. 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:

Gwendolyn Austin, 224 Pine Valley Drive—Ms. Austin inquired how to request repairs to her street. Mr. Lehenky advised that she would initiate a complaint by complete the Township’s *Complaint Form*.

There being no further business to discuss, the meeting adjourned at 9:50 p.m.

Janis A. Rambo
Township Secretary