

## MINUTES FOR JUNE 21, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, June 21, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 8:09 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Christopher Lehenky, Kathy O'Doherty, Arlin Yoder and Patrice Proctor. Supervisor Joe Sciandra participated by telephone. Also in attendance were Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor).

An executive session was held at 5:30 p.m. prior to the meeting to discuss the new township building with the township architect and then to discuss personnel issues and items on the agenda.

### **CITIZENS COMMENTS ON AGENDA ITEMS:**

None

### **APPROVAL OF MINUTES:**

**Mr. Yoder made a motion to approve the minutes from the June 6, 2016, Regular Monthly Meeting. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – abstain; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **TREASURER'S REPORT:**

The Treasurer's Report was accepted as read.

**Mr. Yoder made a motion to add to the agenda under New Business, Item #8 "consideration to develop Resolutions for CDBG grant applications". Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **MOTION TO PAY BILLS:**

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

### **BOARD GENERAL COMMENTS:**

Ms. Proctor reminded everyone that Valley Day would be held on August 13, 2016 at the Highlands Corporate Center from 12:00 pm – 5:00 pm. She noted that we are looking for volunteers and vendors. Ms. Proctor also announced that Parks and Recreation Authority is sponsoring a casino bus trip to Caesars Palace on Saturday, August 27, leaving the Airport Village Shopping Center at 10:00 am and returning by 8:00 pm. Cost for the ticket is \$22.

### **DEPARTMENT REPORTS:**

#### **POLICE REPORT:**

Chief Friel reported on the police department's activity for the month of May 2016. Total hours on duty were 1,107.75 and an estimated 5,472 miles were logged. Citations issued were: traffic – 25; parking – 1; warnings – 9; non-traffic – 7; criminal – 5; and complaints – 321. The department has made 82 arrests for the year. The Police Department has obtained new memberships to the Penn-Dutch Sportsmen Club in New Holland. This facility will be used to qualify twice a year for firearms. The police computers are being updated with the new county software to enhance the performance of help so that they can gather more information quicker and with more accuracy. Town Watch will meet on June 29.

Ms. Proctor advised that some residents on Irish Lane, East Glencrest Road and Third Avenue have advised that the police can sit in their driveways to monitor traffic.

## 2 Minutes of June 21, 2016

Chief Friel reported that Officer Raul Aponte-Rodriguez has advised him that he has conflicts due other obligations and cannot work for Valley Township. He noted that he will be billing Officer Aponte-Rodriguez for his pre-employment expenses such as psychological, physical and drug screening. **Mr. Yoder made a motion to remove Raul Aponte-Rodriguez as a part-time police officer for Valley Township. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes. Ms. O’Doherty questioned if a verbal conversation with Chief Friel was adequate. Chief Friel advised that he had also received a text message from Mr. Aponte-Rodriguez advising him that he could not work for Valley Township, but that he never submitted a letter of resignation as requested. Solicitor Jarvis stated that he did not see a problem with not having a letter of resignation but recommended that Chief Friel print out the text message and retain it in his file.

Chief Friel requested the Board of Supervisors consider advertising for more part-time officers. Ms. Proctor stated that she has concerns hiring more which could result in taking away hours from current part-time officers which ultimately could cause them to leave. Question arose regarding the number of hours that the current part-time officers are working. After additional discussion, the Board concurred that they would like to see the number of hours being worked and the challenges facing the department and quantification for additional officers being hired.

### **FIRE/EMS:**

The Westwood Ambulance Division responded to 99 calls; 51 of which were in Valley Township. The Wagontown ambulance responded to 94 calls.

Chief McWilliams reported that Westwood Fire Company responded to 19 calls during the month of May; 13 of which were in Valley Township.

Chief Sly responded to questions from Solicitor Jarvis regarding a resolution needed for the fire company’s mortgage refinancing. Chief Sly noted that Westwood was refinancing half of their outstanding with a state program and the remaining half through PNC which would result in a savings of over \$400 a month. Mr. Jarvis noted the wording in the proposed resolution noted that there would be a public hearing, as advertised in the local paper, would be held as part of adopting the resolution. Mr. Jarvis stated that he could not find the state statute for holding and advertising such a public meeting. Mr. Jarvis stated that he would contact PNC and see if this section and requirement of the resolution could be removed. Consideration to adopt the documents would be placed on the July 5 meeting agenda.

Chief Sly also reported on the status of Westwood’s sprinkler system grant project. He confirmed that Pennsylvania American Water Company was donating the pipe, fire hydrant, and the tap in connection. They could not waive the \$231.20 per month fee. He stated that there is a pre-construction meeting scheduled with Pennsylvania American Water Company next week. He also noted that the timeframe of the grant has technically expired, but they have submitted an appeal for a grant extension. Question arose from the Board if they had received confirmation that there would be no meter pit rental fee. Chief Sly stated he would request confirmation in writing from PAWC.

Chief Sly also reported that Westwood is the recipient of two federal grants. One is for the purchase of a patient lifting system and the second is for fitness and physicals for the personnel. It is anticipated that both grants could have a positive impact on the health and safety of the fire company personnel.

Chief Sly also noted that a reminder notice will be going out for the annual ambulance membership drive.

### **EMERGENCY MANAGEMENT:**

Joe Sciandra reported on a training class that he recently attended. He also noted that we have received a request for additional information regarding our reimbursement submission for Storm Jonas. He noted that severe storms earlier this evening had caused damage to the south of us and that there are warnings for potential storms on Thursday, June 23, as well.

**CITIZENS' COMMENTS:**

George Dowlin, 50 Beech Street – Mr. Dowlin requested a storm water waiver for 50 Beech Street. During the grading plan review and compliance with the Township's stormwater ordinance, an issue was raised with the storm water management by the Township Engineer. Mr. Dowlin stated that he is replacing his current home with a new one on the same property. During the time that the existing home will also be on the property before it is demolished, the property will be over the minimum requirements set for by the ordinance. Once the U&O is issued, the existing home will be demolished and removed; therefore, putting the property back in compliance. Mr. Dowlin estimated that it will take approximately one month from the time that the new home is set until the existing home is taken down. Mr. Yoder commented that he felt two months would be a realistic timeframe allowing for any bad weather that could postpone work. **Mr. Sciandra made a motion to grant a storm water waiver for 50 Beech Street contingent upon the demolition permit being applied for at the time the U&O permit is issued for the new structure. Mr. Yoder seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

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

**PLANNING COMMISSION REPORT:**

Mr. Porter reported on the Planning Commission's meeting of June 14, 2016. He stated that an update regarding a letter received from Sadsbury Township was reviewed advising that the Sadsbury Board of Supervisors has approved the Valley View Lot 8 plan. He noted that operation and maintenance of Hoffman Avenue within Valley Township would be provided by Valley Township and that Sadsbury Township will take responsibility for snow removal. It was noted that an inter-municipal agreement would be needed and that Mr. Ellis had reported that the developer needs to show widening and paving revision as well showing the removal of a sewer lateral from the plan.

Mr. Porter also noted that the Planning Commission reviewed Terry Funeral Home's granting of a 60-day extension of time regarding their land development plan which would extend the time frame to August 27, 2016. The Planning Commission recommends accepting the extension. He also noted that the planning commission reviewed the 50-foot wetlands margin (Zoning Ordinance Section 318,5(b)) whereby the applicants have to demonstrate that they are not impacting the 50-foot wetland margin. Mr. Porter had indicated that the current plan depicts a storm water basin discharge pipe extending into the 50-foot wetland margin. It was noted that Mr. Glisson would follow up with Mr. Jaros and indicate that additional delineation is necessary.

Mr. Porter noted that the Planning Commission reviewed a reverse subdivision application received from APA Tax (Albert Abdala) for 1220-1224 West Lincoln Highway. He stated that the application was received on June 9, 2016 and although not within the timeframe to place on the PC agenda for action, the Planning Commission took a look at it. Mr. Porter advised that the plan submitted did not show the most current conditions of the properties on the plan. He also pointed out that the current provision of the Subdivision and Land Development Ordinance would require sidewalks. Mr. Sciandra noted that the reverse subdivision was initiated when the property owner applied for a permit to connect the two buildings with a breezeway.

**ENVIRONMENTAL ADVISORY COUNCIL (EAC) UPDATE:**

Mr. Porter provided the Board of Supervisors with an update of the EAC's activities. He noted that the new members of the EAC have been brought up to speed. He said it is disappointing that the TMDL strategies will not have action taken until the 2018 permit cycle. He stated that the EAC would like to have a table at Valley Day to provide outreach and education materials. He also would like to have updated

#### 4 Minutes of June 21, 2016

information on the Township's website to also meet the outreach and education requirements. He noted that Jan Bowers would be attending the next EAC meeting in July.

#### **MANAGER'S REPORT**

Mr. Glisson reported the following:

- He participated in the recent Wagontown Road Meeting of June 16
- He met and reviewed the 2016 Road Program recommendations with Pennoni
- He attended various meetings
- He and Mike Ellis met with Heather Martin of Chester County Department of Community Development regarding the CDBG applications
- Attended the monthly Chester County Managers' Consortium Meeting on June 21 which was attended by the County Commissioners
- He is involved in the coordination of the Terry Funeral Home land development plan

#### **OLD BUSINESS:**

Discussion/consideration to accept the 60-day extension to Carriage Pennsylvania Holdings, Inc., for their Land Development Plan – **Mr. Yoder made a motion to accept the 60-day extension until August 27, 2016, for Carriage Pennsylvania Holdings, Inc., for their land development plan. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration regarding the 2016 Road Program – The Board reviewed a letter dated June 16, 2016, from Pennoni Associates regarding budgetary construction estimates for possible 2016 road work. After review and discussion, **Mr. Yoder made a motion to authorize Pennoni Associates to prepare the bid and to advertise the work recommended in Pennoni's letter of June 16 for Newport Avenue (Beech Street to Kirby Street); West 10<sup>th</sup> Avenue (Charles Street to Valley Road); Barber Avenue (Main Street to Front Street) and Washington Avenue (Lincoln Highway to Willow Street) with bid alternatives for Brown Lane (Birch Street to Oak Avenue) and Concord Street (9<sup>th</sup> Avenue to 11<sup>th</sup> Avenue).** Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Ms. O'Doherty made a motion to authorize Pennoni Associates to prepare a bid and advertisement for repairs to South Mt. Airy Bridge. Mr. Yoder seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

#### **NEW BUSINESS:**

Discussion/consideration to draft and advertise an Ordinance that would waive the one year wait for eligibility and reduce the age for eligibility from 21 to 18 years of age for the non-uniform pension plan – **Ms. O'Doherty made a motion to authorize the Township Solicitor to draft and advertise an Ordinance that would waive the one year wait for eligibility and reduce the age for eligibility from 21 to 18 years of age for the non-uniform pension plan. Mr. Yoder seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to advertise for a public hearing in order to adopt a Resolution approving the issuance of certain bonds or notes by Westwood Fire Company and to sign a Territory Agreement – The Board concurred for Mr. Jarvis to draft a Resolution as appropriate for the Board's consideration at their July 5, 2016, meeting.

## 5 Minutes of June 21, 2016

Discussion/consideration to approve the Grinder Pump Station Operation & Maintenance Agreement for 205 Glencrest Road – **Mr. Yoder made a motion to approve the Grinder Pump Station Operation & Maintenance Agreement for 205 Glencrest Road. Ms. O’Doherty seconded the motion.** Question:

Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **SOLICITOR’S REPORT:**

Attorney Jarvis reported on the following items:

- Mr. Jarvis reported that he had discussed issues regarding Valley Farm in executive session.
- Mr. Jarvis reported that he attended the Wagontown Road presentation on June 16.
- Mr. Jarvis reported that he had delivered a copy of the professional fee billing for Oakcrest I to Fronefield Crawford over a week ago. He has not heard anything from Mr. Crawford.
- Mr. Jarvis has had two meetings with Arthur Sagnor, the attorney representing the London Tract subdivision, postponed in order to deliver the professional fees associated with the subdivision.

### **OLD BUSINESS CONTINUED**

Discussion/consideration regarding applying for a grant under the CDBG for Wagontown Road – It was noted that the South Mt. Airy Bridge project would not be eligible under the CDBG program. **Mr. Yoder made a motion to proceed to advertise for public hearings to hear public comment for the grant applications for 1) Manor Road project; 2) Sucker Run Rehabilitation project; and 3) Wagontown Road to be held prior to the Board of Supervisors meeting of July 5, 2016. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Mr. Sciandra left the meeting.

### **ENGINEER’S REPORT:**

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

### **NEW BUSINESS CONTINUED:**

Discussion regarding sewer line I&I - Ms. Proctor reviewed a recent incident that occurred at the main in front of her house on Third Avenue. Her plumber was able to jet the line and found an issue at the main. She noted that to date we have not done any jetting of the lines. The price quote was distributed from Pipe Data View Services for their services. Mr. Lehenky advised that another contributor could be the grease traps that historically have been an issue at the Airport restaurant and at the Airport Village Shopping Center. It was recommended that LTL be asked to look into this matter. Mr. Lehenky advised that the I&I work will be scheduled.

Southeast Regional Household Hazardous Waste Collection 2017-2020 Program – The CCSWA requested confirmation of the Township’s commitment to participate in the 2017-2020 Regional Household Hazardous Waste Collection Program. **Mr. Yoder made a motion to confirm Valley Township’s participation in the 2017-2020 Regional Household Hazardous Waste Collection Program. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Discussion/consideration to proceed with a Municipal Map/Directory through PRINT – **Mr. Yoder made a motion to proceed with an updated Municipal Map/Directory through PRINT. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

**6 Minutes of June 21, 2016**

Discussion/consideration to accept the generator maintenance agreement for pump stations with Martin Energy Group Services in the amount of \$1,743.50. Ms. O'Doherty made a motion to approve the generator maintenance agreement for the pump stations with Martin Energy Group Services in the amount of \$1,743.50 as per their quote of November 3, 2015. Mr. Lehenky seconded the motion.  
Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

**DEPARTMENT REPORTS:**

Solid Waste/Recycling/Roads/Sewer/Water – Monthly written report was distributed and is on file at the Township Office.

Administration – Monthly written report was distributed and is on file at the Township Office.

**ADJOURNMENT:**

Mr. Yoder made a motion to adjourn and Ms. O'Doherty seconded the motion. All affirmed. The meeting adjourned at 10:40 p.m.

Janis A. Rambo  
Township Secretary