

MINUTES FOR JANUARY 19, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, January 19, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:52 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Christopher Lehenky, Kathy O'Doherty and Arlin Yoder; Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor). Supervisor Joe Sciandra was absent.

CITIZENS COMMENTS ON AGENDA ITEMS:

None

Mr. Yoder 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. Yoder – yes; Ms. Proctor – yes.

BOARD GENERAL COMMENTS

Ms. Proctor announced that the annual multi-municipal shredding event would be held on April 9 from 9:00 a.m. to noon at the Kmart parking lot in Thorndale. Christmas tree collection will be held on January 25 and February 1. A public meeting to review the Route 30 Multimodal Transportation Study will be held on February 29, 2016, at the Wagontown Fire Company Banquet Hall from 5:00 to 7:00 p.m.

Ms. O'Doherty made a motion to add the Pitney Bowes postage machine contract to the agenda under Old Business. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

DEPARTMENT REPORTS:

Public Safety: Chief Friel reported on the Police Department's activity for November and December 2015 as well as the 2015 year-end report. Total hours for 2015 were 13,974; traffic and non-traffic citations were 601; parking tickets issued were 55; criminal arrest above summary level were 90; juvenile arrest above summary were 7; and complaints answered were 3,874.

Chief advised that he is waiting for the results of the psychological assessments for the four part-time officer candidates. Revisions are being made to the Body Worn Camera Policy to be considered for adoption by resolution. Chief also advised that he would like to present a resident with a Recognition Award at the second meeting in February for his assistance during a medical call.

Mr. Yoder inquired about the cameras placed for dumping. Chief advised that they have caught five violators to date.

Ms. O'Doherty made a motion to add Ken's Towing to the agenda under Old Business. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

PLANNING COMMISSION REPORT:

Dave Porter presented the monthly Planning Commission report. He advised that he was reappointed Chair of the Planning Commission and Denny Bement was reappointed Vice Chair at their meeting of January 12. He advised that the Commission reviewed the Valley View Lot 8 Final Subdivision and Land Development Plan Review Letter #3 dated December 15, 2015. He stated that there was discussion regarding the timeframe of the Valley View Lot 8 plan. He also noted that he and Mr. Glisson attended a meeting about the FEMA flood plain updates. He stated that the flood plain maps are in the process of being updated from 2006 which will include new studies for the Brandywine and Christina watersheds. Municipalities will have six months to adopt an ordinance consistent with the updated maps. The Planning Commission members requested a copy of the new zoning ordinance.

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OLD BUSINESS:

Consideration to extend a job offer for the position of Assistant Secretary/Treasurer at an hourly rate of \$19.25 contingent upon satisfactory background check, medical and drug screening, and credit check.

Mr. Yoder made a motion to proceed extend a job offer to a candidate for the position of Assistant Secretary/Treasurer at an hourly rate of \$19.25 contingent upon satisfactory background check, medical and drug screening, and credit check. Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration of 2016 Emergency Contact Resolution:

Mr. Jarvis inquired if the Township Manager should be included in the contact list. It was agreed to add the Township Manager information following the list of township supervisors and before the police chief.

Mr. Yoder made a motion to adopt the Emergency Contact Resolution, Resolution 2016-07. Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to Add Ken's Towing to the Towing Rotation:

Ms. O'Doherty stated that a meeting was held between Chief Friel and several officers of the Police Department and representatives from Ken's Towing in December. **Ms. O'Doherty made a motion to put Ken's Towing back into the towing rotation. Mr. Yoder seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Mr. Lehenky made a motion to add Valley View Lot 8 to the agenda. Ms. O'Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to cancel the Pitney Bowes Mail Machine Contract:

Ms. O'Doherty made a motion to cancel the contract for the new mail machine with Pitney Bowes. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes. It was noted that the price previously quoted to the Township was per month, not per quarter which was stated on the proposal.

Consideration to grant a 90-day extension to Valley View Lot 8

Mr. Yoder made a motion to grant an extension from January 4, 2016 to April 5, 2016 for Valley View Lot 8 final subdivision and land development plan. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Fire Company Report: Chief McWilliams reported that effective January 14, 2016, there is no longer an EMS Chief. He noted that John Sly is the EMS Administrator. He further reported that East Fallowfield Township did budget Westwood Fire Company an increase in donation and stated their intention to continue to provide fuel for Ambulance 44-1. Chief McWilliams advised that due to EMS re-districting, the annual membership mailing was delayed. He also stated that due to schedules, the end of year meeting between the Fire Company and Board of Supervisors was not held. He stated that he will be meeting with Mr. Sciandra who can bring back the information to the full Board. Mr. Lehenky stated that he still receives correspondence from the Washington Hose Company regarding ambulance membership. There was discussion regarding what can be done to communicate to residents that they are served by Westwood.

SOLICITOR'S REPORT:

Attorney Jarvis reported on the following items:

- Main Street Culvert easements are now signed.
- Researched Development Permit Act.
- Review of eMails and the signed contract for the postage meter with Pitney Bowes was performed.
- The 2016 EMS Response Resolution was reviewed and prepared for this evening's meeting.

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- The Body Worn Camera policy was reviewed with Chief Friel.

ENGINEER'S REPORT:

Mr. Rasiul read and submitted the engineer's report.

At this time, Mr. Rasiul and Mr. Jarvis departed the meeting.

APPROVAL OF MINUTES:

Mr. Yoder made a motion to approve the minutes from the January 4, 2016, Organization Meeting and the January 4, 2016, Regular Monthly Meeting. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

TREASURER'S REPORT:

The Treasurer's Report was accepted as read.

MOTION TO PAY BILLS:

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

NEW BUSINESS

Consideration to set dates for bulk trash pickup for 2016:

Mr. Yoder made a motion to designate April 25 (Hayti, Quiet Village, Rainbow, Rock Run, West Lincoln Highway, Airport Road, Oakcrest & Meadowbrook), **May 2** (Mineral Springs Road, Hilltop Lane, County Club Valley, Valley Springs, Beacon Hill, County Ridge, Valley Farms, Villages at Hillview) **and May 16** (Westwood, Charles Street, Madison Street, Gap Road, Valley Crossing, Springbrook Village) **as bulk trash collection dates for 2016. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to set dates for community yard sales for 2016:

Mr. Yoder made a motion to designate April 23 (Hayti, Quiet Village, Rainbow, Rock Run, West Lincoln Highway, Airport Road, Oakcrest & Meadowbrook), **April 30** (Mineral Springs Road, Hilltop Lane, County Club Valley, Valley Springs, Beacon Hill, County Ridge, Valley Farms, Villages at Hillview) **and May 14** (Westwood, Charles Street, Madison Street, Gap Road, Valley Crossing, Springbrook Village) **as community yard sale dates for 2016. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to set date for Township Clean Up Day for 2016:

Mr. Lehenky made a motion to designate May 7, 2016, as Valley Township's Annual Clean Up Day for 2016. Mr. Yoder seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to set dates for yard waste pick up for 2016:

Mr. Lehenky made a motion to designate the second Monday of each month for the North Side and the third Monday of each month for the South Side starting in June and ending in October as yard waste pick up dates for 2016. Mr. Yoder seconded the motion. Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

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Consideration to set dates for leaf pick up for 2016:

Mr. Yoder made a motion to designate November 7, 14, 21 and December 5 and 12 as leaf collection dates for 2016. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to approve a Resolution to adopt an investment policy for the police pension plan:

Mr. Yoder made a motion to adopt Resolution 2016-08 whereby adopting an investment policy for the police (uniform) pension plan. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to approve a Resolution to adopt an investment policy for the non-uniform pension plan:

Mr. Yoder made a motion to adopt Resolution 2016-09 whereby adopting an investment policy for the non-uniform pension plan. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to approve a Resolution to authorize Janis Rambo be issued dotGrants in-line reporting ability to file annual Liquid Fuels Report and the signing of an Agreement with PennDOT:

Mr. Yoder made a motion to adopt Resolution 2016-10 whereby Valley Township enters into and agrees to the requirements and obligations of the dotGrants on-line reporting system to file the required Liquid Fuels forms annually and to sign the Agreement to Authorize Electronic Access to PennDOT Systems. Ms. O’Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration to appoint two supervisors to serve on a committee with the Township Manager to hear a proposal from the City of Coatesville regarding a proposed solar farm:

Mr. Yoder made a motion to appoint Arlin Yoder and Kathy O’Doherty to serve with the Township Manager on a committee to hear a proposal from the City of Coatesville regarding a proposed solar farm. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration/discussion to cancel bonds for Janice Duca and Donna Groff In the amount of \$10,000 each as greater coverage would be through the Township’s dishonesty insurance coverage (\$100,000):

Mr. Yoder made a motion to cancel bonds for Janice Duca and Donna Groff in the amount of \$10,000. Ms. O’Doherty seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

Consideration/discussion to waive bond requirement for the Township Manager as coverage would be through the Township’s dishonesty coverage:

Mr. Yoder made a motion to waive the requirement for the Township Manager to be bonded. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Yoder – yes; Ms. Proctor – yes.

The Board requested that Mr. Jaros of Riley Riper Hollin & Colagreco (the proposed developer’s legal counsel) be contacted to attend the next meeting regarding the proposed funeral home at 1060 West Lincoln Highway. Mr. Glisson stated that he would contact Mr. Jaros.

It was announced that the Board of Supervisors would be meeting with Kimmel Bogrette on January 20, 2016, regarding the new township building.

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ADJOURNMENT:

Mr. Lehenky made a motion to adjourn and Mr. Yoder seconded the motion. All affirmed. The meeting adjourned at 9:28 p.m.

Janis A. Rambo
Township Secretary