

## **MINUTES FOR JANUARY 15, 2019 VALLEY TOWNSHIP BOARD OF SUPERVISORS**

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, January 15, 2019, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor. Those in attendance were Supervisors Kathy O'Doherty, William Handy, Sr., Joe Sciandra, 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, Esquire (Township Solicitor).

### **SPECIAL PRESENTATIONS:**

Chief Brian A. Newhall presented Officer Justin Heiney with a *Letter of Recognition* and *Certificate of Commendation* for his exemplary investigation of a sexual assault and the support and empathy he showed toward the victim and her family. He noted that Officer Heiney's dedication to the citizens of Valley Township was exemplified by his tenacity with this investigation.

Chief Newhall presented Officer Jeffrey Canale with a *Certificate of Commendation* for his leadership and dedication to the Department and the citizens of Valley Township while serving as Officer-in-Charge.

### **CITIZENS COMMENTS ON THE AGENDA:**

None

### **CITIZEN'S COMMENTS:**

None

### **DEPARTMENT REPORTS:**

Public Safety – Chief Newhall reported that the Department responded to 254 calls for service during the month of December and responded to a total of 3,132 calls for 2018. He noted that he has begun to format general orders to the Department and reviewing policies, procedures, and job descriptions.

Fire/EMS – Chief John Sly reported that Westwood EMS responded to a total of 130 responses in December, of which 72 were in Valley Township. Station 144 responded to a total of 158 calls for service. The Westwood Fire Company responded to 23 calls in December, of which 17 calls were in Valley Township. Chief Sly reported that a year-end report will be submitted to the Township. He also noted that the last two years of audit reports were just received and will be forwarded to the Township. Ms. Lewis noted that she will be preparing a *Memorandum of Understanding* between Westwood and the Township.

Emergency Management – Deputy EMC Nichole Sciandra gave the Emergency Management report for December. She reported that one snow storm was monitored. She noted that the Emergency Management Plan is being updated.

**SOLICITOR’S REPORT:**

Mr. Rau reported that Mr. Jarvis sat with Ms. Sundquist to review old files. It was noted that there are still files at Mr. Jarvis’ office which will be brought to the Township office.

**OLD BUSINESS:**

Discussion/consideration to adopt a Resolution setting the Permit Fees for the Valley Township Codes Department – **Mr. Sciandra made a motion, seconded by Mr. Handy, to ratify the adoption of Resolution 2019-09, on the advice of the Township Solicitor with more Board members present to participate in the vote, to set permit fees for the Valley Township Codes Department.** The motion passed, 3-1, with Ms. O’Doherty voting nay.

Discussion/consideration regarding DSS-Philly services: **Ms. O’Doherty made a motion, seconded by Mr. Sciandra, that if we need to continue with DSS-Philly to approve the fee increase of \$4,000 to complete Task 1 and Task 3 as outlined in their proposal of November 29, 2018 subject to weekly cost updates to the Township Manager to enable the Township to stop flow of work at any time.** The motion passed unanimously.

**Ms. O’Doherty further moved to authorize payment to DSS-Philly for invoice #1458 in the amount of \$12,063.06. Mr. Sciandra seconded the motion.** The motion passed unanimously.

**NEW BUSINESS:**

Discussion/consideration regarding Element Environmental Solutions’ (E2S) proposal dated January 13, 2019, for IAQ/IEQ consultation for the new Township Building - Ms. O’Doherty made a motion to accept E2S’ proposal dated January 13, 2019, for IAQ/IEQ consultation subject to weekly cost updates to the Township Manager to enable the Township to stop flow of work at any time. Mr. Sciandra seconded the motion. The motion passed unanimously.

At this time, Mr. Rau departed the meeting.

**ENGINEER’S REPORT:**

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

Mr. Ellis reviewed that Pennoni has reviewed the second supplemental submission for the Valley View Lot 5 proposed temporary and permanent upgrades to the pump station by the developer’s wastewater engineer and provided remaining comments and questions via eMail to the developer. They also have reviewed Escrow Request #9 and provided comments to the

developer. Mr. Ellis advised that the escrow request may be ready to present to the BOS at their first meeting in February.

Mr. Ellis advised that the Airport Diner has submitted another 90-day extension. He stated that the applicant is addressing comments on their second submission and will resubmit.

Discussion/consideration to accept 90-day extension for Airport Diner (2/8/19 to 5/9/19) – Mr. Handy made a motion to accept the 90-day extension for the Airport Diner Land Development Plan to May 9, 2019. Ms. O’Doherty seconded the motion. The motion passed unanimously.

Mr. Ellis reported that he attended the Water/Sewer System meeting on January 14. There was discussion regarding the proposed bypass pump. Mr. Ellis provided an update of the proposed pump to be used and they are looking at design and price change to ensure it is within the original scope of the grant.

Mr. Ellis noted that a meeting has been confirmed with DCNR for February 7, 2019, to review the Open Space & Recreation Comprehensive Plan draft. It has been requested that a representative from the Continental FC Soccer Club be present. Mr. Ellis noted that he would be scheduling a pre-meeting with meeting Mr. Hatt and a Board Member from the Continental FC Soccer Club.

Mr. Ellis reviewed ongoing issues with the Roundhill Pump Station and the possible installation of a “muffin monster” to solve the problems. Grants will be looked into.

Mr. Ellis also noted that there is settlement on East Glencrest Road which may be the responsibility of the Oakcrest Phase I developer.

Mr. Ellis reported on the Irish Alley/Irish Lane pavement damage. He stated that he met with the property owner who stated that he would replace the storm sewer culvert under the driveway and restore the driveway. The owner did inquire if the Township would repair about 20 feet beyond the right-of-way. It was estimated that the Township’s portion of the work, to include the 20-feet beyond the right-of-way, was between \$5,000 and \$10,000.

Mr. Sciandra noted his concerns regarding the Valley View Lot 5 proposed escrow release for a temporary design/solution for the Waverly Road pump station.

Discussion/consideration to appoint James J. Terry to the Comprehensive Plan Update Steering Committee – Mr. Sciandra made a motion, seconded by Mr. Handy, to appoint James J. Terry to the Comprehensive Plan Update Steering Committee. The motion passed unanimously. It was noted that the first meeting of the Committee will be held on February 28, 2019, at 5:00 p.m.

At this time, Mr. Ellis departed the meeting.

**APPROVAL OF MINUTES:**

**Mr. Handy made a motion, seconded by Ms. O’Doherty, to approve the minutes of the December 15, 2018, meeting.** The motion passed with Mr. Sciandra abstaining as he was not in attendance at that meeting.

**Ms. O’Doherty made a motion, seconded by Mr. Sciandra, to accept the minutes of the January 7, 2019, organization meeting and January 7, 2019, regular monthly meeting.** The motion passed unanimously with Mr. Handy abstaining as he was not in attendance at the January 7, 2019, meetings.

**PAYMENT OF BILLS**

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

**OLD BUSINESS CONTINUED:**

Discussion/consideration to approve an additional \$400 for appliance warranties as “commercial warranties” are required due to the use in a non-residential facility – It was noted that the an additional \$400 to upgrade the six appliance warranties purchased for the new township building to “commercial warranties” is requested. **Mr. Handy made a motion, seconded by Ms. O’Doherty, to approve \$400 to J.B. Zimmerman for the upgraded commercial warranties for the appliances purchased for the new township building.** The motion passed unanimously.

Discussion/consideration for authorization to sign Engagement Letter with Kimmel, Lorah, & Associates, LLP – **Mr. Sciandra made a motion, seconded by Ms. O’Doherty, to authorize the Engagement Letter with Kimmel, Lorah & Associates, LLP be signed to perform the 2018 DCED audit.** The motion passed unanimously.

Consideration to waive the Township-owned properties’ township real estate taxes – **Ms. O’Doherty made a motion, seconded by Mr. Handy, to waive the Township-owned properties’ township real estate taxes for 2019.** The motion passed unanimously.

**NEW BUSINESS CONTINUED:**

Discussion/consideration regarding Memorandum of Understanding for use of the Chester County Law Enforcement Firing Range – A *Memorandum of Understanding* was presented to use the Chester County Law Enforcement Firing Range for all sworn personnel who will be using and/or qualifying on the firing range located at 137 Modena Road. It was noted that the intent is to use the County Range for the active shooter training. **Mr. Handy made a motion, seconded by Ms. O’Doherty, to sign the Memorandum of Understanding for use of the Chester County Law Enforcement Firing Range.** The motion passed unanimously.

Discussion/consideration to approve additional Township Building Security for motion detection and door release buttons as per The Gilbertson Group's proposal dated January 9, 2019, in the amount of \$1,535 – Ms. O'Doherty made a motion, seconded by Mr. Handy, to approve The Gilbertson Group's proposal dated January 9, 2019, in the amount of \$1,535 for motion detection and door release buttons. The motion passed unanimously.

Discussion/consideration to approve two "uTrust TS Proximity Readers- Pigtail Mullion" for interface between payroll vendor and security vendor at a total cost of \$320 – Mr. Sciandra made a motion to approve the purchase of two "uTrust TS Proximity Readers" at a cost of \$320 from The Gilbertson Group but requested coordination be made with him and building contractors associated with the installation to ensure no additional wiring needs to be run later. Mr. Handy seconded the motion. The motion passed unanimously.

Discussion/consideration to approve support letter for DCNR PEER Program grant to South Coatesville Borough (lead municipality) – Mr. Sciandra made a motion, seconded by Ms. O'Doherty, to approve a letter of support to South Coatesville Borough for a grant application for DCNR's PEER Program. The motion passed unanimously. It was noted that this would be a multi-municipal grant application with the City of Coatesville, Caln Township, Modena Borough, Valley Township, and South Coatesville Borough.

Discussion/consideration to authorize conditional offer of employment to a laborer candidate - Mr. Sciandra made a motion to authorize a conditional offer of employment to Matthew Ronca, conditioned upon Mr. Ronca satisfactorily passing his background check and drug screening and physical, as a laborer at the starting compensation rate as outlined in the Non-Uniform CBA. Ms. O'Doherty seconded the motion. The motion passed unanimously.

Discussion/consideration to approve payment applications for new township building construction – Mr. Sciandra made a motion to approve payment applications for new township building construction and related expenses as follows:

- H. B. Frazer - \$55,057.73
- Trefz Mechanical Inc. - \$34,036.07
- Perrotto Builders - \$73,093.77
- Triangle - \$16,740.00
- Jay R. Reynolds, Inc. - \$30,993.04
- J. B. Zimmerman ("commercial" appliance extended warranties) - \$400.00
- The Gilbertson Group - \$1,222.50
- Comstar Technologies (AV Deposit) - \$19,236.65
- Modern Handling Equipment Co (generator) - \$107,600.00
- Element Environmental (IAQ/IEQ evaluation – 60% complete) - \$1,278.00
- Pennoni Associates (roof testing research) - \$812.50
- Unruh Turner Burke & Frees (legal consultation/construction) - \$4,070.00

**Ms. O'Doherty seconded the motion.** The motion passed unanimously.

Consideration to approve transfer of funds from PSDLAF to CSB General Fund for contractor and vendor payments in the amount of \$345,177.64 – Mr. Sciandra made a motion, seconded by Mr. Handy, to approve transfer of funds from PSDLAF to CSB General Fund in the

**amount of \$345,177.64 for contractor and vendors payments related to the new township building.** 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.

**CITIZEN'S COMMENT:**

None

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There being no further business to discuss, the meeting adjourned at 9:25 p.m.

Janis A. Rambo  
Township Secretary