

MINUTES FOR OCTOBER 1, 2019 VALLEY TOWNSHIP BOARD OF SUPERVISORS

The first monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, October 1, 2019, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:37 p.m. Those in attendance were Supervisors Kathy O'Doherty, William Handy, and Patrice Proctor. Supervisors Christopher Lehenky and Joe Sciandra were absent. Also in attendance were Carol R. Lewis, Township Manager; Amanda Sundquist, Esquire, of Unruh, Turner, Burke & Frees (Township Solicitor); and Michael J. Ellis, P.E., of Pennoni Associates Inc. (Township Engineer). Ms. Proctor noted that the Board of Supervisors met in Executive Session prior to the meeting at 6:30 p.m. to discuss matters of litigation and personnel.

PUBLIC HEARING:

As advertised, the Board of Supervisors held a public hearing to consider decide whether or not to enact an Ordinance amending the Code of the Township of Valley, as amended, at §15-207 to designate certain streets as one-way streets and other miscellaneous provisions contained herein. Section 1 amends Section 15-207(1) by designating portions of Robinson Avenue, Buckthorn Drive, and Oaklyn Lane as one-way streets. Section 2 provides for repealer. Section 3 addresses invalidity. Section 4 authorizes General Code to make nonsubstantive changes. Section 5 provides for an effective date.

Ms. Sundquist advised that a complete copy of the proposed ordinance had been available at the Township Building; the public notice had been advertised as required in the *Daily Local News* and had as an exhibit the Proof of Publication; and that notice and copy of the draft ordinance had been sent to the Chester County Law Library and *Daily Local News*.

Ms. Sundquist asked if there was any public comment on the proposed Ordinance. John Schmidt and Theresa Smith, 50 Robinson Avenue, made comments. Ms. Smith distributed information to the Board that she had found regarding the original subdivision plan showing the intended road width. She spoke about some residents that have placed items and obstructions in the road right of way and easements. Ms. Lewis advised that these items will need to be removed or pushed back. Mr. Smith distributed information that he had found online of studies noting pros and cons of making two-way streets one-way and one-way streets two-way. He stated that when converting from two-way to one-way, the studies indicated an increase in speed.

Ms. Lewis noted that it is the intent that the traffic pattern would actually go into effect around November 1. She advised that letters, following adoption of the ordinance, would be going out to residents of Robinson/Oaklyn and the Round Hill Development; "new traffic pattern ahead" signage will be placed with "blinking lights" on them. The police department will initially provide warnings during the first two weeks and then selective enforcement will follow.

There being no further comment, the public hearing was closed at 7:55 p.m.

SOLICITOR'S REPORT:

Consideration to enact an ordinance amending the Code of the Township of Valley, as amended, at §15-207 to designate certain streets as one-way streets and other miscellaneous provisions - **Mr. Handy made a motion to adopt Ordinance 2019-07, an ordinance amending the Code of the Township of Valley, as amended, at §15-207 to designate certain streets as one-way streets and other miscellaneous provisions contained herein. Section 1 amends Section 15-207(1) by designating portions of Robinson Avenue, Buckthorn Drive, and Oaklyn Lane as one-way streets. Section 2 provides for repeal. Section 3 addresses invalidity. Section 4 authorizes General Code to make nonsubstantive changes. Section 5 provides for an effective date. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

Discussion/consideration regarding bids for water and sewer system – Ms. Sundquist noted that earlier in the year, the Board of Supervisors entered into an agreement with PFM Financial Advisors for Phase 2 and 3 Services relative to the Township's water and sewer systems. Consideration was requested to move forward to release of the request for bids. **Mr. Handy made a motion, seconded by Ms. O'Doherty, to authorize PFM Financial Advisors to proceed with the release request for bids.** The motion passed unanimously.

PUBLIC COMMENT – OPEN SPACE, RECREATION & ENVIRONMENTAL RESOURCES PLAN:

Mr. Ellis noted that the final draft *Open Space, Recreation & Environmental Resources Plan* has been posted on the Township's website and that the Township Manager had been provided a copy for public review.

It was noted that there was no one present to make any additional public comment on the *Plan* nor were any additional comments forwarded to the Township.

Consideration to adopt a Resolution to Close Out the Community Conservation Partnerships Grant Project for Open Space, Recreation & Environmental Resources Plan – **Ms. O'Doherty made a motion, seconded by Mr. Handy, to adopt Resolution 2019-18, a Resolution to close out the Community Conservation Partnerships Grant Project for Open Space, Recreation & Environmental Resources plan and to adopt the Valley Township Open Space, Recreation & Environmental Resources Plan.** The motion passed unanimously.

At this time, Ms. Sundquist departed the meeting.

CITIZENS COMMENTS ON THE AGENDA:

None

CITIZEN'S COMMENTS:

Terry Lambert, 1526 Valley Road – Mr. Lambert inquired about connection to the Township's public water system. Mr. Ellis advised that he would review the Timberlane Subdivision as built plans regarding utilities to see if a connection could feasibly be made as the line does not currently come down Valley Road where he is located. Mr. Ellis did note that since crossing a creek would be involved, a DEP permit would be required.

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:

- Wagontown Road Reconstruction – Mr. Ellis followed up on the MultiModal Transportation Grant that is currently open through PennDOT. He stated that applications need to be submitted by November 8 and requires a financial commitment of 30% local match. He also indicated that it is preferable that the project is "project ready". Ms. Lewis stated that she had reached out to the City of Coatesville and PAWC for cost sharing and will be talking to South Coatesville Borough and other surround municipalities.
- Hillview – Mr. Ellis noted that the remaining punchlist items are to raise a buried stormwater inlet and sanitary manhole and remove vegetation at the pump station. It is his understanding that deeds are being finalized by the Township Solicitor's office. Ms. O'Doherty inquired if the Township could still get liquid fuels. Mr. Ellis advised that PennDOT guarantees allocation for the following year if paperwork is submitted by September 1; they can still allocate if received and subject to PennDOT's work load by December 1.
- Sewer System – Mr. Ellis noted that Pipe Data View made four repairs today. Substantial amount of ground water was found which was diverted from going into the sewer.

At this time, Mr. Ellis departed the meeting.

APPROVAL OF MINUTES:

Mr. Handy made a motion, seconded by Ms. O'Doherty, to accept the minutes from the September 17, 2019, meeting. The motion passed unanimously.

PAYMENT OF BILLS:

Ms. O'Doherty made a motion, seconded by Mr. Handy, to pay bills as presented. The motion passed unanimously.

GENERAL BOARD COMMENTS:

Ms. Proctor noted that the upcoming events are listed on page 2 of the Agenda. She also gave a thanks to everyone who volunteered and supported this year's Valley Day. She also asked the Board members to review the draft newsletter and provide comments to the Township Secretary.

MANAGER'S REPORT:

Discussion/consideration to adopt an Inclement Weather Office Closure Policy – Ms. Lewis provided a draft policy which was modified from Malvern Borough's policy. The Board members advised that they would review and asked that it be placed on the next meeting agenda for consideration.

Discussion/consideration to adopt a Resolution revising the Non-Permit Fee Schedule to raise the cost of mattress and box spring collection to \$33.00 each to incorporate the fee for the mattress/box spring bag required for collection – It was noted that to ensure that the Public Works employees are not exposed to bed bugs when handling mattresses and box springs, that a bag will be provided upon payment for the collection. The cost of the bags will be added to the collection fee which will make the new fee \$33.00. **Mr. Handy made a motion, seconded by Ms. O'Doherty, to adopt Resolution 2019-19, a Resolution adopting a revised Non-Permit Fee Schedule.** The motion passed unanimously.

Consideration to execute contract with Omega for IT Services – Ms. Lewis reported that the Solicitor's office has reviewed the contract with Omega for IT Services and has found it satisfactory. **Ms. O'Doherty made a motion, seconded by Mr. Handy, to authorize the Township Manager to execute the contract with Omega for IT Services.** The motion passed unanimously.

OLD BUSINESS:

Ratification to enter into a lease agreement with Neopost for a postage meter – **Mr. Handy made a motion, seconded by Ms. O'Doherty, to ratify the decision to enter into a lease agreement with Neopost for a postage meter for \$164.99 per month for 63 months to be billed quarterly.** The motion passed unanimously.

NEW BUSINESS:

Consideration to approve the 2020 Holiday Schedule – **Ms. O'Doherty made a motion, seconded by Mr. Handy, to approve the 2020 Holiday Schedule as presented:**

5 Minutes of October 1, 2019

Holiday	Observed Holiday Date	Trash Collection	Recycle Collection
New Year's Day	Wednesday, January 1	January 2	January 2
Martin Luther King Day	Monday, January 20	January 21	---
Presidents' Day	Monday, February 17	February 18	---
Memorial Day	Monday, May 25	May 26	---
Independence Day	Friday, July 3	July 6	July 6
Labor Day	Monday, September 7	September 8	---
Veterans' Day	Wednesday, November 11	November 12	November 12
Thanksgiving Day	Thursday, November 26	November 27	November 27
Day After Thanksgiving	Friday, November 27	November 27	November 30
Christmas	Friday, December 25	December 28	December 28
<i>Road crew will work Day After Thanksgiving Holiday (Friday, November 27); double-trash collection route & Thursday's recycle will be collected; Friday's recycle collection will be collected on Monday, November 30</i>			

The motion passed unanimously.

2020 Budget – Ms. Lewis noted that the 2019 year-end projection was distributed to the Board in their meeting packets for review prior to their budget workshop meeting on October 9.

CITIZEN COMMENTS:

None

There being no further business to discuss, the meeting was properly adjourned.

Janis A. Rambo
Township Secretary