

MINUTES FOR MARCH 5, 2019 VALLEY TOWNSHIP BOARD OF SUPERVISORS

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, March 5, 2019, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 7:38 p.m. Those in attendance were Supervisors Christopher Lehenky, Kathy O'Doherty, Joe Sciandra, William Handy, Sr., and Patrice Proctor. 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 of Unruh, Turner, Burke & Frees, Esquire (Township Solicitor). 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.

CITIZENS COMMENTS ON THE AGENDA:

None

ENGINEER'S REPORT:

Mr. Ellis submitted the engineer's report which is on file at the Township Office.

Discussion regarding Valley View Business Park with regards to agreement for pump station upgrade timing – Mr. Ellis noted that Jan Dobinsky from Advanced GeoService was present representing Valley View Business Park. Mr. Ellis noted that Pennoni responded to Amycel's design consultant about the required upgrades to other temporary pump station to accommodate their development as well as the Township approval process. The developer also submitted a tabulation of the quantity of EDUs allocated to lots in the business park to date for confirmation which is currently being reviewed. Mr. Ellis advised that revised plans for Amycel were received and are being reviewed for next week's Planning Commission meeting. He noted that the developer has also submitted the Amycel Sewer System Module and a waiver request for Lot 6. Mr. Ellis suggested that the sewer system module be placed on the Board of Supervisors' agenda for March 19. With regards to Lot 6 waiver request, Mr. Ellis recommended no action until an agreement can be reached with regards to the upgraded pump station requirements.

Engineering Report Overview - Mr. Ellis noted the following from the Engineer's Report:

- Highview Subdivision/Oakcrest 2 – An informal request was received from the developer on today's date for punch list.
- Valley Suburban Center – The developer is currently doing a traffic study for their Highway Occupancy Permit. They have received their NPDES permit.
- Airport Diner – Revised submission received; review ongoing for review at next week's Planning Commission meeting.
- New Township Building – Request was received from Perrotto for a site work inspection to be scheduled.

- Pugh Property – Mr. Ellis reviewed the study report that was submitted to the Township on February 19 that listed various alternates. Mr. Ellis noted that the Millview basin is not working to design and it is his understanding that the City of Coatesville has this basin in their MS4 plan. The Board concurred that until Coatesville addresses the issues with the basin, Valley should not move forward with any work as it would be compromised by the basin not working. Ms. Lewis stated that she would reach out to the City Manager’s office. Mr. Rau noted that if she is unsuccessful in receiving any response that he would be willing to reach out to the City’s solicitor.
- Rec/Open Space Plan – Mr. Ellis reported that he received formal comments from DCNR as a follow up to the review meeting recently held. He noted that a final public meeting would be required prior to final adoption of the plan.
- Sewer System – Mr. Ellis reported that they have responded to questions from a property owner about a potential low-pressure system extension for 180 Saint George Street due to a failing septic system. Mr. Ellis also noted that they have continued to respond to questions from the contractor installing a sewer main connection at 109 Glencrest Road.
- North Park Avenue Drainage & Valley Road Sump Pumps – Mr. Ellis advised that a report was issued this afternoon from Pennoni regarding Valley Road/North Park Avenue drainage alternatives:
 - Install storm sewer from homes to the existing inlet as Scott Avenue – expected to be the most expensive alternative and would require a PennDOT road crossing and possible private property easements and is not recommended.
 - Install storm sewer from homes to the existing well/pit at 1255 Valley Road – not recommended
 - Install storm sewer from homes t run across Valley Road to Sucker Run – anticipated construction cost to be at least \$25,000
 - Install new inlet on the west side of North Park Avenue with new storm sewer to the existing endwall location – anticipated construction cost for the installation for the inlet, manhole, storm sewer and road rehabilitation to be between \$20,000 - \$25,000.
 - Install storm sewer from homes to east side of North Park Avenue without an inlet – construction cost for the storm sewer plus road rehabilitation to be between \$30,000 to \$40,000.

Discussion regarding DCNR Rec Plan extension for up to \$20,000 – Mr. Ellis and Ms. Lewis reviewed the option to request an extension for up to \$20,000 for a master site plan for 890 West Lincoln Highway as well as the development of a long-term lease with the Coatesville Area School District for the land between Rainbow Elementary School and the Township Complex at 1145 West Lincoln Highway. Each project would be for \$10,000. The Township could then apply in April for grant funding for a site plan for the school property. **Mr. Sciandra made a motion to authorize and direct the Township Manager to issue her draft letter to DCNR requesting an amendment to our existing Grant Agreement, BRC-TAG-21-21, in the amount of \$20,000 with a local match commitment of \$10,000 noting the projects to include an implementation plan for 890 West Lincoln Highway and development of a long-range lease with the Coatesville Area School District for use of 37.5 acres located at 1135 West Lincoln Highway adjacent to the Township’s property at 1145 West Lincoln Highway. Mr. Lehenky seconded the motion.** The motion passed unanimously.

Discussion for Public Meeting for Recreation and Open Space Comp Plan – After discussion, the Board agreed that Ms. Lewis will try and meet with the school board for their support of entering into a long-term lease for the 37.5 acres located at 1135 West Lincoln Highway.

Discussion regarding DCNR C2P2 grant application – The Board discussed moving forward with the C2P2 grant application which would be due by April 10. After discussion, **Mr. Sciandra made a motion if the Township Manager receives positive feedback from the school district, to authorize her and Pennoni Associates to begin work on the application. Mr. Lehenky seconded the motion.** The motion passed unanimously.

Discussion regarding scheduling a public hearing for the SALDO Amendment – It was noted that the public hearing for the SALDO amendment has been scheduled for 7:00 p.m. on March 19, 2019.

Discussion regarding Valley Suburban Center waiver for plan recordation timeframe – Mr. Ellis reported that contact would be made with the developer request that they submit a formal waiver request for the plan recordation timeframe.

MANAGER'S REPORT:

Discussion/consideration regarding Pipe Data View Services' quote for Main Street – Ms. Lewis and Mr. Lehenky reviewed a proposal received from Pipe Data View Services for labor and equipment to fix a sink hole on Main Street in the amount of \$4,800. **Mr. Lehenky made a motion to approve the proposal, dated February 28, 2019, from Pipe Data View Services in the amount of \$4,800 for sink hole repair on Main Street. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

At this time, Mr. Ellis departed the meeting and Mr. Lehenky stepped out of the meeting.

SOLICITOR'S REPORT:

Mr. Rau noted that he has reviewed items of litigation with the Board of Supervisors.

OLD BUSINESS:

Discussion/consideration regarding extension of Hill International contract – **Mr. Sciandra made a motion, seconded by Mr. Handy, to extend the contract with Hill International to April 10, 2019.** The motion passed with a 3-1 vote with Ms. O'Doherty voting nay.

NEW BUSINESS:

Discussion/consideration to shift roadway at new township building – Ms. Lewis reviewed an issue with the current roadway design at the new township building and an existing telephone pole. She noted that we only have three feet from the edge of the roadway to the pole and we need to have four feet. Ms. Lewis stated that a minor revision to the Highway Occupancy Permit

was reviewed with E.B. Walsh, the design engineer on the project, and there would be a cost of \$2,000 to \$4,000 for the resubmission which should not take long. She also noted that PennDOT has also been notified of a possible revision to the HOP. During the discussion, Mr. Lehenky rejoined the meeting. **Mr. Sciandra made a motion to direct the Township Manager to work with E.B. Walsh to make the necessary modifications and submit the revised Highway Occupancy Permit. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

Discussion/consideration regarding purchase of recycling truck through Grand Turk Equipment Company, Inc. for \$304,971 – Mr. Sciandra made a motion to purchase a 33 cubic yard Labrie recycling body mounted on a Peterbilt 520 R/H chassis for the total price of \$304,971.00 through Grand Turk Equipment Company, Inc. Mr. Lehenky seconded the motion. The motion passed unanimously.

Discussion/consideration regarding disposition of the old recycle truck – There was discussion regarding trading in Truck 12 (“Phoenixville” truck) or seeing if someone would want it. It was noted that since this truck was purchased through a DEP grant, that if it was sold, any proceeds would need to go back to DEP. **Mr. Sciandra made a motion to direct the Township Manager to let anyone in our reach know that we have an old recycle truck that we are willing to give away. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

At this time, Mr. Rau departed the meeting.

APPROVAL OF MINUTES:

Ms. O'Doherty made a motion to approve the minutes from the January 24, 2019, Special Meeting. Ms. Proctor seconded the motion. The motion passed 3-0 with Mr. Lehenky and Mr. Handy abstaining as they were not present for the meeting.

Ms. O'Doherty made a motion to approve the minutes from the February 19, 2019, Board of Supervisor meeting. Ms. Lehenky seconded the motion. The motion passed 3-0 with Ms. Proctor and Mr. Handy abstaining as they were not present for the meeting.

MOTION TO PAY BILLS:

Mr. Lehenky made a motion to pay bills as presented. Ms. O'Doherty seconded the motion. The motion passed unanimously.

BOARD GENERAL COMMENTS:

Ms. Proctor noted that the “Meet and Greet” for the Township’s manager and chief of police will be held on March 13, 2019, from 4:00 pm to 7:00 pm at the Westwood Fire Company. She also noted that the annual shredding and eWaste event would be held on May 11, 2019. This year’s event will be held at a new location – North Brandywine/Reeceville Elementary School Complex.

MANAGER'S REPORT CONTINUED:

Discussion/consideration regarding gas snow blower – A quote from Home Depot was presented for a Cub Cadet gas snow blower, model 3X26 (3 X 26 inch 357 cc three stage gas snow blower with electric start and steel chute, power steering and heated grips) in the amount of \$1,199.00. It was noted that the snow blower would be used at the pump stations as well as the new Township Building. **Mr. Sciandra made a motion to authorize the purchase of the gas snow blower from Home Depot, as presented, for a price of \$1,199.00. Mr. Handy seconded the motion.** The motion passed unanimously.

OLD BUSINESS CONTINUED:

Discussion/consideration regarding Chief Newhall's "promotion process" – As a follow up to the last meeting, the Chief's promotion process for the position of Sergeant was reviewed. Ms. O'Doherty noted that the applicants would need to have three-years of full-time experience as a police officer with Valley Township. She noted that one current full-time officer would have over three-years' experience if his part-time service was credited towards his total time with the Township and asked if this could be considered. Mr. Sciandra noted that he would prefer that the process would be outlined in a procedure that would be adopted as opposed to the memo format received. The Board concurred to table and for the process to be revised in a different format.

Discussion/consideration regarding police car purchase financing – Ms. Lewis presented quotes for financing options for the new police car from Fulton Leasing Company, BB&T Commercial Equipment Capital, and Univest. After review, **Mr. Handy made a motion to approve financing of \$45,241.73 (sales price of \$44,991.73 + acquisition fee of \$250.00) for the police car and the total outfitting of the car through Fulton Leasing Company at a rate of 4.20% for five years with annual payments of \$9,813.30. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

Consideration to ratify *Snow Emergency Declaration* from 6:00 pm March 3, 2019 to 6:00 am March 4, 2019 – **Ms. Sciandra made a motion to ratify the *Snow Emergency Declaration* declared from 6:00 p.m. on March 3, 2019 to 6:00 a.m. on March 4, 2019. Mr. Lehenky seconded the motion.** The motion passed unanimously.

NEW BUSINESS CONTINUED:

Discussion/consideration to approve Reilly Sweeping Inc's service agreement for street sweeper and operator – A Service Agreement was submitted for an 8-hour day for a street sweeper and operator. Ms. O'Doherty noted that she believed the Board had discussed sweeping the Township streets twice a year – once in the spring and once in the fall. It was noted that \$6,000 was budgeted. After discussion, it was the consensus of the Board to have a proposal submitted based on total number of hours and days to perform the spring street sweeping.

Discussion/consideration regarding participation in the 2019/2020 CoStars road salt contract – After reviewing the tonnage used to date this winter season and the possibility of additional

streets being dedicated before net winter, **Mr. Sciandra made a motion that we request 1,200 tons of salt through the CoStars road salt contract for the 2019/2020 season. Ms. O'Doherty seconded the motion.** The motion passed unanimously.

Discussion/consideration regarding the request to waive penalty fees in the amount \$32.97 for 11 Pinckney Drive – Mr. Sciandra made a motion, seconded by Mr. Lehenky, to deny the request to waive penalty fees for 11 Pinckney Drive. The motion passed unanimously.

Discussion/consideration to hold annual “Volunteer Luncheon” on Saturday, April 27 at Dutchway Restaurant – Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to hold the Volunteer Luncheon on Saturday, April 27, 2019, at Dutchway Restaurant. The motion passed unanimously.

Discussion/consideration regarding “vacant building” insurance coverage for 1145 West Lincoln Highway (Stoltzfus House) for an annual premium of \$3,212.00 – Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to approve the “vacant building” insurance renewal for 1145 West Lincoln Highway (“Stoltzfus House”) in the amount of \$3,212.00. The motion passed unanimously.

Discussion/consideration to transfer \$120,000 from the CSB Sewer Money Market to CSB Sewer Fund Checking Account – Ms. O’Doherty made a motion, seconded by Mr. Handy, to authorize the transfer of \$120,000.00 from the Coatesville Savings Bank Sewer Money Market Account to the Coatesville Savings Bank Sewer Checking Fund Account. The motion passed unanimously.

Board Discussion: The Board discussed:

- Executive Session prior to the March 19, 2019, meeting will begin at 6:00 p.m. due to the public hearing on the SALDO amendment change.
- Information was received from *Young Lungs at Play* who can provide signage for our parks noting it is a “tobacco-free” zone. A representative will attend a meeting in April.
- The 2009 Emergency Management Risk Assessment Street Light Survey was distributed. Ms. Lewis noted that work is being done to energize lights on the “high risk” level that were not turned on to date.
- Ms. O’Doherty expressed concerns regarding the light that is currently out at the eastern entrance to the current township building and park. Ms. Lewis stated that she would look at options.

CITIZEN’S COMMENT:

None

There being no further business to discuss, the meeting adjourned at 9:47 p.m.

Janis A. Rambo, Township Secretary