

**MINUTES FOR DECEMBER 15, 2020**  
**VALLEY TOWNSHIP BOARD OF SUPERVISORS**

The second monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, December 15, 2020, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:50 p.m. Those participating in the meeting were Supervisors Kathy O’Doherty, Sharon Yates, Carmen Boyd and Patrice Proctor. Supervisor Christopher Lehenky was absent. Also participating in the meeting were Amanda Sundquist, Esquire of Unruh, Turner, Burke & Frees (Township Solicitor); Michael J. Ellis, P.E., of Pennoni Associates, Inc. and Kris Lenhart, Roadmaster – Public Works.

It was noted that the meeting was being conducted through *Go To Meeting* to comply with Governor Wolf’s order that all individuals in Chester County stay home in an effort to slow the spread and minimize public exposure to COVID-19 and maintain social distancing.

**ANNOUNCEMENT OF MEETINGS/ACTIONS OF THE BOARD**

Ms. Proctor noted that the Board of Supervisors met in Executive Session prior to the meeting to discuss matters of litigation and personnel. She also noted that Board met in Executive Session on December 3, 2020, at 6:00 p.m. to discuss personnel matters.

**CITIZEN COMMENTS ON AGENDA ITEMS**

None

**APPROVE MINUTES AS WRITTEN**

**Ms. O’Doherty made a motion, seconded by Ms. Boyd, to approve the minutes of the December 1, 2020, Board of Supervisors meeting.** The motion passed unanimously.

**APPROVE PAYMENT OF BILS**

**Ms. Boyd made a motion, seconded by Ms. Yates, to approve payment of bills as presented.** The motion passed unanimously.

**BOARD GENERAL COMMENTS**

Ms. Proctor reviewed the Christmas and New Year’s Day holiday trash and recycling schedule. She also noted that the annual Reorganization Meeting would be held on January 4, 2021 at 7:00 p.m. The Christmas tree collection schedule in January was reviewed as well as the Compost site schedule.

**CITIZEN REQUEST TO BE ON THE AGENDA**

None

## **DEPARTMENT REPORTS**

Police – Chief Newhall reviewed the Department report for November noting there were almost 13,000 calls for the year to date. He noted that the new body cams have arrived and that 90% of the Department was moved to the new building today. He recommended that with the pending storm forecasted for tomorrow that everyone stay home if possible.

Fire/EMS – Chief McWilliams reported that Westwood Fire Company responded to 19 calls in November, of which 16 were in Valley Township. Westwood Ambulance responded to 116 calls in November, of which 86 were in Valley Township. There was discussion regarding an open burning call that Westwood responded to and the Township’s “No Open Burning” ordinance and enforcement. Mr. McWilliams advised that they advise the Police Department of repeat offenders. Chief McWilliams also reported that Westwood was able to transport Santa throughout the Township over the past weekend.

Emergency Management – No report.

Public Works – The written monthly report was provided to the Board of Supervisors. Mr. Lenhart reported that the Department cleaned drains; assisted in a walkthrough of the former Township Building of the Hayti Historical Committee; prepared for the forecasted storm; cut limbs on various streets; collected liter on Glencrest East and Wagontown Road. Mr. Lenhart also reviewed an issue with a property on Glencrest Road that currently has a leaking well head. He stated that the issue was reported to Codes, who has notified the County; however, there is a safety issue with the continued discharge of water turning to ice on the road. It was further noted that this is a rental property and that the property owner is working through their management company to have the repairs made to the well. Mr. Lenhart reported that the annual fire extinguisher inspection was held and the units at 890 were brought up to the new Township Building. They will placed for compliance.

Administration – Monthly report was distributed.

Codes – Ms. Yates reviewed the distributed report. She noted that there has been a good response to the Septic Management Program.

Workplace Safety Committee – It was noted that the Committee was continuing to review a COVID Plan. It was noted that reflectors were placed on the west entrance signs. An evacuation plan will be developed for the new facility. It was also reported that the Safety Committee Certification renewal received from the Commonwealth.

## **PLANNING COMMISSION REPORT**

Denny Bement reported on the Planning Commission meeting of December 8. He noted that revised plans were just received from Micronics America. At the December 8 meeting, there was a presentation by Miquel Torres for 1311 Valley Road. Originally, he was looking to build three homes on a lot with an existing house and is now revising to build two homes.

Ms. Yates inquired about the proposed ordinance for in-law suites that was previously discussed. Mr. Ellis noted that the proposed ordinance had been drafted and revised and did not move forward with some meetings being canceled due to COVID. He advised that final format will be reviewed and presented to the Board for consideration to advertise.

### **ENGINEER'S REPORT**

Discussion/consideration to approve Financial Security Release #3 for G.A. Vietri in the amount of \$121,344.00 – Ms. O'Doherty made a motion, seconded by Ms. Yates, to approve Financial Security Release #3 in the amount of \$121,344.00 for G.A. Vietri. The motion passed unanimously.

Discussion/consideration regarding Township Complex Detention Basin Underdrain Quote from Gomez Excavating – A proposal was received to install a 4-inch diameter underdrain pipe with stone trench, to include clean out, at the Township Complex. Ms. O'Doherty made a motion to accept Gomez Excavating's proposal in the amount of \$3,716.00 to install a 4-inch diameter underdrain pipe with stone trench, to include clean out, at the Township Complex. Ms. Yates seconded the motion. The motion passed unanimously.

Discussion/consideration to approve payment to Advanced Pavement Group in the amount of \$2,800 for stripping work on County Club Road – Ms. Boyd made a motion, seconded by Ms. Yates, to approve payment to Advanced Pavement Group in the amount of \$2,800 for stripping work on Country Club Road. The motion passed unanimously.

Discussion/consideration to continue in the Christina Watersheds Municipal Partnership for 2021 at a cost share rate of \$950 – Mr. Ellis reviewed the benefits of the Christina Watershed Municipal Partnership. Ms. O'Doherty made a motion, seconded by Ms. Yates, to continue the CWMP membership for 2021 at a rate of \$950. The motion passed unanimously.

The Engineer's Report was distributed and is on file at the Township Office.

Mr. Ellis reviewed the following items from the written report:

- Oakcrest Phase 2 – Pennoni attended a field meeting on December 3. There was a follow up conference call with the developer to discuss the detailed approach to resolving all punch list items.
- Concord Street Reconstruction – Mr. Ellis noted that construction on Concord Street will be halted until PAWC replaces the water main.

### **SOLICITOR'S REPORT**

Discussion/consideration to approve documents for Valley Suburban Center – Ms. Sundquist reviewed the following documents submitted by Valley Square Development Associates, LP for the Valley Suburban Center plans: Temporary Construction Easement; Drainage Easement; and Drainage Management Operation & Maintenance Agreement. Ms. O'Doherty made a motion, seconded by Ms. Boyd, to approve the Temporary Construction Easement; Drainage

**Easement; and Drainage Management Operation & Maintenance Agreement for the Valley Suburban Center.** The motion passed unanimously.

At this time, **Ms. O'Doherty made a motion, seconded by Ms. Yates, to add to the agenda consideration to adopt a Resolution to accept the Deed of Dedication for D. London Tract under Solicitor's Report 11.B.** The motion passed unanimously.

Discussion/consideration to consider acceptance of Deeds of Dedication for roads in the D. London Tract – **Ms. O'Doherty made a motion, seconded by Ms. Boyd, to adopt Resolution 2020-27, a resolution accepting the Deeds of Dedication for roads in the D. London Tract to include all sanitary sewer, water and storm sewer infrastructure with the bed of Burgundy Lane and to authorize the Board of Supervisors and the Assistant Township Manager to execute all documents necessary.** The motion passed unanimously.

At this time, Mr. Ellis departed the meeting.

#### **ADOPTION OF 2021 BUDGET**

Consideration to adopt the 2021 Budget – **Ms. O'Doherty made a motion to adopt Resolution 2020-28, a resolution adopting the 2021 Budget – All Funds as advertised and presented. Ms. Yates seconded the motion.** The motion passed unanimously.

Consideration to adopt a Resolution setting the 2021 tax rates – **Ms. Boyd made a motion, seconded by Ms. Yates, to adopt Resolution 2020-29, a resolution setting the 2021 tax rates as: real estate general purposes – 2.75 mills; real estate fire tax – 0.55 mills; real estate EMS/Ambulance tax – 0.50 mills; earned income tax – 1%; local services tax - \$1.00 per week; and real estate transfer tax – 1%.** The motion passed unanimously.

Consideration to adopt a Resolution setting the trash fee at \$72.25 per quarter – **Ms. O'Doherty made a motion, seconded by Ms. Yates, to adopt Resolution 2020-30, a resolution setting the quarterly charge for garbage, rubbish and ash (i.e., solid waste) at \$72.25 per quarter effective January 1, 2021.** The motion passed unanimously.

Consideration to adopt the 2021 Township Wages – **Ms. O'Doherty made a motion, seconded by Ms. Boyd, to approve the 2021 Township Wages as presented.** The motion passed unanimously.

At this time, Mr. Sundquist departed the meeting.

#### **OLD BUSINESS**

Discussion/consideration to extend Hill International Contract – **Ms. Yates made a motion, seconded by Ms. Boyd, to extend the Hill International Contract, which would expire on December 31, 2020, on an as needed, two-day basis subject to the provisions in the Township's letter of August 19, 2020 to expire on January 31, 2021.** The motion passed unanimously.

Consideration regarding recording of public meetings – **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to table any decision of recording public meetings until later in 2021 when all AV equipment that was ordered for the new Township Building is installed and operational and a quote can be obtained for recording of meetings.** The motion passed unanimously.

Ratification of extension of probationary period of William Kriston for an additional 70 days – **Ms. Boyd made a motion, seconded by Ms. Yates, to ratify the extension of probationary period of William Kriston for an additional 70 days to February 14, 2021.** The motion passed unanimously.

## **NEW BUSINESS**

Discussion/consideration to set the elected auditor meeting– The consensus of the Board was to set the annual elected auditor meeting, as per the Second Class Township Code, as January 5, 2021 at 7:00 p.m. via *Go To Meeting* platform.

Consideration to purchase 3 AEDs from Square One Medical (AEDSource) in the amount of \$5,397.00- **Ms. O’Doherty made a motion, seconded by Ms. Yates, to purchase three AEDs from Square One Medical in the amount of \$5,397.00.** The motion passed unanimously.

Consideration to accept Chief Brian Newhall’s resignation effective January 8, 2021 – **Ms. O’Doherty made a motion to reluctantly accept Chief Brian Newhall’s resignation effective January 8, 2021. Ms. Yates seconded the motion.** The motion passed unanimously.

Consideration to sign an Agreement with PA Chiefs Association for Chief of Police search – **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to sign an Agreement with the PA Chiefs Association for a police chief search at a cost of \$5,000 plus travel costs.** The motion passed unanimously.

Consideration to set date(s) for Assistant Clerk interviews – The Board set December 22 and 23 to interview Assistant Clerk candidates, starting at 5:30 p.m.

Consideration to ratify Emergency Declaration – **Ms. Yates made a motion, seconded by Ms. Boyd, to ratify the Emergency Declaration that was released by the Emergency Management Coordinator this afternoon effective December 16, 2020 at noon until December 17, 2020 at 9:00 a.m.** The motion passed unanimously.

## **CITIZEN COMMENTS**

None

There being no further business to discuss, the meeting was properly adjourned at 10:25 p.m.

Janis A. Rambo, Township Secretary