

MINUTES FOR JULY 7, 2020 VALLEY TOWNSHIP BOARD OF SUPERVISORS

The first monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, July 7, 2020, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:40 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. (Township Engineer); and Kris Lenhart, Roadmaster.

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.

PUBLIC HEARING

A public hearing, as advertised, was conducted to hear comments on a proposed Ordinance amending the Code of Valley Township of Valley at §27-108 to amend the Zoning Map and other miscellaneous provisions.

Solicitor Sundquist opened the hearing noting the amendments rezones two parcels in the Township – parcel 38-5-13.1 (1391 Valley Road, currently in the R2 District to be rezoned HC) and parcel 38-5-13 (1331 Valley Road, currently in the HC District to be rezoned R2). Ms. Sundquist introduced the proposed zoning amendment and map; Proof of Publication for tonight's hearing and notice of amendment consideration; copies of neighbor notification letters; proof of posting; and the Chester County Planning Commission's review letter.

Bob White, 169 Rainbow Road, questioned the proposed development at Airport Road and Business 30 and stated that years ago that property would not perk. Ms. Sundquist advised that the property he mentioned is an approved development and not effected by the zoning amendment being presented for consideration.

Allison Roelofs, 1075 Front Street, and Toni Morton, 924 West Lincoln Highway, also commented on the zoning of Route 30 and Airport Road. Again it was clarified that this amendment only changes two parcels on Valley Road that were incorrectly zoned in the rezoning of 2015. One property involved is a commercial property that will correctly be zoned HC and the other is a farmhouse that will be zoned R2.

There being no further comment, Ms. O'Doherty made a motion, seconded by Ms. Yates, to close the Public Hearing.

ANNOUNCEMENT OF MEETINGS/ACTIONS OF THE BOARD

Ms. Proctor noted that the Board of Supervisors met in Executive Session prior to this evening's meeting at 6:00 p.m.; June 17, 2020 at 6:00 p.m.; and June 25, 2020 at 6:00 p.m. to discuss personnel issues.

CITIZEN COMMENTS ON AGENDA ITEMS

None. The public notice for the virtual meeting was published in the *Daily Local News*, posted at the Township Building and on the Township website. The notice stated that comments could be eMailed to the Township Secretary by 3:00 p.m. on this date to be read at the meeting. No comments were received by the Township Secretary to be read at the meeting.

CITIZENS REQUEST TO BE ON THE AGENDA

Lauren Taylor, 119 Mount Carmel Road – Ms. Taylor advised that she would like to put a modular home on the lot at 119 Mount Carmel Road and requested to be able to connect to public water and sewer. Mr. Ellis advised that water and sewer is available. Water connection would be from the same side of the property; however, sewer connection would come from the opposite side of the road. The size of the water main is believed to be 12” from our water system maps, but other historical documentation indicates it may be 8” so that would need to be confirmed. Mr. Ellis noted that the sanitary connection could be a challenge because of potential conflicts with the water, gas, and storm sewer. The depth of the sanitary main varies from 4’ to 8’ along the property’s frontage. The service pipe may need to go under the water, gas, and storm sewer and then back up to the sanitary which may require a grinder pump. An alternative would be to connect the sewer service to the main in Maple Avenue, but that would probably still require a grinder pump and an easement from the Timberlane HOA.

Ms. Taylor advised that she would explore the costs associated with the connections to see if it is feasible for her.

APPROVE MINUTES AS WRITTEN

Ms. Boyd made a motion, seconded by Ms. Kathy O’Doherty, to approve the minutes of the June 16, 2020, Board of Supervisors meeting. The motion passed unanimously.

APPROVE PAYMENT OF BILLS

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 noted that yard waste collections for July were July 13 for the North Side and July 20 for the South Side. She noted that the Casino Bus Trip and Valley Day were being cancelled.

SOLICITOR'S REPORT

Discussion/consideration to adopt an Ordinance amending the Code of the Township of Valley at §27-108 to amend the Zoning Map and other miscellaneous provisions –**Mr. O’Doherty made a motion, seconded by Ms. Yates, to adopt Ordinance 2020-01, an Ordinance amending the Code of Valley Township of Valley at §27-108 to amend the Zoning Map and other miscellaneous provisions.** The motion passed unanimously.

Consideration to adopt a Resolution amending Resolution 2020-09 to affirm that Valley Township shall not expand the Water and Wastewater System services to any other property outside of Valley Township other than only the portions of the Highlands Corporate Center that are located in West Caln Township and only for purposes of wastewater service with respect to those parcels – Ms. Sundquist reviewed the previously adopted Resolution 2020-09 and asked for the Board to amend that Resolution as four parcels in the Highland Corporate Center that are within West Caln Township was not included. **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to adopt Resolution 2020-21, a Resolution amending Resolution 2020-09 to affirm that Valley Township shall not expand the Water and Wastewater System services to any other property outside of Valley Township other than only the portions of the Highlands Corporate Center that are located in West Caln Township and only for purposes of wastewater service with respect to those parcels.** The motion passed unanimously.

Discussion/consideration to submit to Chester County Planning Commission, and authorization to advertise to hold a public hearing, for proposed Steep Slope and Woodland Protection amendment – A draft ordinance was distributed to the Board to amend the Code of the Township of Valley, as amended, at Section 27-318 to amend the Natural Resource Standards, at Section 27-111 to add a definition and other miscellaneous provisions contained herein. The request to look at this part of the Ordinance was requested by All County Partnership with regards to their plans for Lot 8 in the Valley View Business Park. The Board concurred to forward the draft ordinance amendment to the Chester County and Valley Township Planning Commissions for comment and to proceed to advertise as appropriate.

Toni Morton question Valley View Business Park developer Jim Reading, who was also on the call, to review the number of jobs proposed with the new businesses coming into the Township in the Business Park. Mr. Reading noted that he estimates an additional 100 jobs between the commercial electrical business, G.A. Vietri, Inc. and the specialty stainless business, Cigas Machine Shop. Ms. Morton requested that the Township require diversity hiring of jobs in the new businesses. Ms. Sundquist advised that zoning provides for requirements for uses; hiring policy is not regulated by the Township.

ENGINEER'S REPORT

Consideration to ratify/approve storm sewer rehab on Valley Road at 11th Avenue – Mr. Ellis reported that DCD has provided approval for the proposed pavement rehabilitation change order reported that during the work on Valley Road by Pennsylvania Water Company, a storm sewer leak was found. After investigation, while the line was exposed, a plan to correct the leak was able to be corrected at a cost of \$800, well under the bidding requires.

Bob White questioned about bidding requirements which Mr. Ellis reviewed the current thresholds for obtaining quotes and formal bid requirements.

At this time, Ms. Sundquist departed the meeting.

Mr. Ellis submitted the Engineer's Report which is on file in the Township Office.

The following items from the report were reviewed:

- Oakcrest Phase I – Mr. Ellis reported he has received confirmation that the deeds of dedication have been recorded and his office will proceed to get the updates recorded with PennDOT to ensure liquid fuel funding.
- Oakcrest II – A field meeting has been requested with Pennoni and a representative of the Township.
- Hemlock Avenue Bridge Replacement – Mr. Ellis revised the guiderail layout in coordination with PennDOT and the contactor and permanent easement documentation for the two parcels that are effected by the guiderail re-alignment have been prepared. One easement has been signed and we are awaiting signature from the second property owner.
- Westwood Park Drainage Improvements – Mr. Ellis reported that they have received approval from the US Fish and Wildlife Service and the DEP General Permit GP-4 stream outfall application and the Chester County Conservation District E& S plans have been finalized and submitted to the Township for review.

Discussion/consideration regarding septage management program – Mr. Ellis revised the requirement for the program under the Township's Act 537 and noted that the Township's ordinance requires that septic tanks be pumped out at least every three years. He noted that up to 400 property owners would be effected. A draft letter and flyer were distributed for review.

At this time, Mr. Ellis departed the meeting.

MANAGER'S REPORT

Discussion /consideration to ratify approval of the part-time building maintenance laborer position and job application form – **Ms. O'Doherty made a motion, seconded by Ms. Yates, to ratify the Part-time Building Maintenance Laborer position job description for up to 20 hours a week at a rate of \$15.00 per hour and the revised job application form.** The motion passed unanimously.

5 Minutes of July 7, 2020

Discussion/consideration to approve the renewal of the MultiVista contract – It was noted that the contract for the digital progression for the new Township Building expired at the end of May. An extension for the months of June and July were presented for \$525 per month. **Ms. Yates made a motion, seconded by Ms. Boyd, to extend MultiVista’s contract per their proposal for two months.** The motion passed unanimously.

OLD BUSINESS

Consideration to ratify acceptance of 2013 Ford Explorer from Lower Merion Township– **Ms. Boyd made a motion, seconded by Ms. Yates, to ratify acceptance of a 2013 Ford Explorer from Lower Merion Township to be added to the police vehicle fleet.** The motion passed unanimously.

Consideration to set time of the public hearing for the Comprehensive Plan Update on August 18, 2020 – The consensus of the Board was to start the public hearing for the Comprehensive Update on August 18, 2020, at 7:00 p.m., prior to the start of the regular monthly Board of Supervisors meeting.

NEW BUSINESS

Discussion/consideration to approve a Resolution to authorize disposition of police records as per the *Municipal Records Manual* – **Ms. O’Doherty made a motion, seconded by Ms. Yates, to adopt Resolution 2020-22, a Resolution authorizing the destruction of police documents as set forth:**

Criminal files: 1989, 1995-1999, 2001-2009
Arrest Blotters: 2006-2009
Alarm Permits – 2008
Written Warnings: 2003-2005, 2010
Traffic/Non-Traffic Citations: 1995-2001, 2001, 2003-2006, 2010-2011
Parking Tickets: 2001, 2003-2005
Juvenile Cases: 2000-2009
Voided Citations: 2001, 2010
Payroll: 2003-2005
Patrol Logs: 2003-2005
Crash Reports: 1996, 1999-2009
Police Reports: 1993
Citation Transmittal Forms: 2001

The motion passed unanimously.

Discussion/consideration to approve HandiCap Parking fir 927 Wagontown Road– HandiCap Parking Sign Request was reviewed as well as comments received from Roadmaster Lenhart. Mr. Lenhart noted that the proposed sign placement/parking space would actually be in the City of Coatesville as it is his understanding, and from the *Chescoviews* map, that the municipal line is the center of Wagontown Road. The consensus of the Board was to forward the request to see if they would have an objection to the sign being placed and if they would enforce.

Discussion/consideration to refund PECO \$2,000 for street encroachment permit fees paid which did not require a permit – Request and documentation was reviewed by the Board for permit fees paid in 2019 that were deposited that did not require a permit. **Ms. Boyd made a motion,**

seconded by Ms. Yates, to refund \$2,000 for 8 permit fees paid in 2019. The motion passed unanimously.

Discussion/consideration to fill the vacant Planning Commission seat – Ms. O’Doherty made a motion, seconded by Ms. Yates, to appoint Tamarkius Roby to fill the vacant Planning Commission which would expire on December 31, 2020. The motion passed with Ms. Boyd abstaining as she did not participate in the interviews with those interested in the seat.

Discussion/consideration regarding Tanner quote for miscellaneous hardware for third Codes Department work station and Fire Proof cabinet for minute books – A proposal from Tanner Furniture was presented for miscellaneous hardware for the third workstation for the Codes Department and a *Fire King* fire-resistant storage cabinet to include delivery with floor protection in the amount of \$5,336.94. **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to accept Tanner Furniture’s proposal in the amount of \$5,336.94 for miscellaneous work station hardware and fire-resistant storage cabinet and delivery.** The motion passed unanimously.

Discussion/consideration to hold the June and July Board of Supervisor meetings via “virtual meeting” using the *Go To Meeting* platform – Ms. O’Doherty made a motion, seconded by Mr. Lehenky, to hold the June and July Board of Supervisor meetings via “virtual meeting” using the *Go To Meeting* platform. The motion passed unanimously.

CITIZEN COMMENTS

Allison Roelofs, 1075 Front Street – Ms. Roelofs stated that she had forwarded a follow up eMail regarding the Board’s consideration to recording all meetings to confirm that it was an agenda item by the end of the year. The Secretary advised that she had received the eMail which was forwarded to the Board of Supervisors, Township Manager, and Township Solicitor. Ms. O’Doherty noted that she does not know, under the circumstances, that the Board can commit to a schedule. Ms. Proctor noted that the Board has begun to research recording of meetings.

There was also discussion regarding subscription to updates from the Township. Ms. O’Doherty stated that additional Township staff was to be trained to send out notifications through *ready.chesco.org* but due to the Pandemic the training through the County was suspended. Other “opt-in” notifications through the website were also discussed.

There being no further business to discuss, the meeting was properly adjourned at 10:00 p.m.

Janis A. Rambo
Township Secretary