

## **MINUTES FOR SEPTEMBER 15, 2020 VALLEY TOWNSHIP BOARD OF SUPERVISORS**

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

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:53 p.m. Those participating in the meeting were Supervisors Kathy O'Doherty, Sharon Yates, and Carmen Boyd and Patrice Proctor. Supervisor Christopher Lehenky did not participate. 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.

### **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.

### **APPROVE MINUTES AS WRITTEN**

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

### **APPROVE PAYMENT OF BILLS**

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

### **BOARD GENERAL COMMENTS**

Ms. Proctor noted that there will be a Voter Registration event this Saturday at the former Township Building at 890 West Lincoln Highway from 10:00 am to 6:00 pm. She noted it would be outside under a tent and was open to anyone who has not registered to vote or to request a mail in ballot.

### **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.

### **CITIZEN REQUEST TO BE ON THE AGENDA**

Fred Madonna, 1891 Valley Road – Mr. Madonna requested public sewer hook up, similar to the request and approval by his neighbor at 1895 Valley Road to connect to the PA American Water system. Mr. Ellis reviewed the requirements that would be needed. The consensus of the Board was to permit Mr. Madonna to connect to the PA American Water system.

### **DEPARTMENT REPORTS**

Police – Chief Newhall advised that August was a busy month. He noted that there were over 1,200 calls during the month of August. He noted that the new police vehicle was delivered. The new computer software program is working well. He reported that there is an issue that they are aware of with the Valley Township Police *Facebook* account.

- Ratification to remove Officer Schreiber from part-time probationary status retroactive to March 23, 2020 – **Ms. O’Doherty made a motion, seconded by Ms. Yates, to remove Officer Schreiber from part-time probationary status retroactive to March 23, 2020** The motion passed unanimously.
- Consideration to remove Officer Carboni from part-time probationary status retroactive to August 26, 2020 – **Ms. Boyd made a motion, seconded by Ms. Yates, to remove Officer Carboni from part-time probationary status retroactive to August 26, 2020.** The motion passed unanimously.
- Consideration to hire three part-time police officers and to set starting rate pay – After discussion, **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to extend offers of employment to the three part-time police candidates interviewed on August 27, 2020 (Matthew DiEmedio, David Pomroy II, and Mr. Joseph Juisti).** The motion passed unanimously. **Ms. O’Doherty made a motion, seconded by Ms. Boyd, that the new part-time offers will be available to work two shifts per week and to set the starting salary at \$17.39 per hour and following the satisfactory completion of their six-month probationary period to move to \$18.94 per hour and \$20.00 per hour after one year of service, pending any future budget changes for 2021.** The motion passed unanimously.

Fire/EMS – The monthly report for August for the Westwood Fire Company and Westwood EMS was provided to the Board of Supervisors. Ms. O’Doherty read the statistics from the reports.

Public Works – The written monthly report was provided to the Board of Supervisors. Mr. Lenhart noted that the first week of fall bulk trash collection resulted in approximately 14.71 tons being collected. He noted that the Department responded to three emergency PA One Calls during the month. Several members of the Department participated in HVAC training of the new building system. He noted that a sink hole at Hulnick and Rawson in the Hillview community was scheduled for repair this week and the summer hydrant flushing will conclude this week. He noted that the Department is now back to full personnel as one new employee had started as of

September 8 and one employee returned from paternity leave. Mr. Lenhart also thanked the Township Police for assistance when a kitten was found in a trash bag that was set out for collection.

There was a discussion regarding signage needed for coming into the building. Ms. O'Doherty noted that the east entrance is the main entrance to the building and that the west entrance is one way into the building that leads to Township staff parking and back to the Maintenance Garage. She said she also felt consideration should be given to possibly place decorative bollards in front of the building close to Route 30. The Board also discussed that decorative planters could also be an option.

Administration – The monthly administration report was distributed to the Board noting professional fee billing for the month, utility billing activity, real estate and EIT/LST collection and right-to-know activity for the month.

Codes – Ms. Yates noted that the septic management letters were mailed. LTL has been able to start checking back on open complaints and permits. Coordination for road opening permits for Hillview Phase 3, located in Caln Township for approximately 96 homes, was reported.

Workplace Safety Committee – Ms. O'Doherty reported that the Workplace Safety Committee met on August 31 and September 9. Ms. O'Doherty noted that there had been a request to the Board from the Committee to place Wildlife signs in the Township Parks. She noted that Ms. Lewis was working on signs applicable to the type of wildlife found in our parks but, unfortunately, she does not believe this was completed. Ms. Yates noted that we need to get a design. Ms. O'Doherty also reported that the Committee reviewed Flu Season shot recommendations and ladder safety. A copy of both flyers that the Committee reviewed were distributed to the Board. Ms. O'Doherty noted that the Committee will have their required annual training on October 8.

Council of Governments (COG) – Ms. O'Doherty noted that the Western Chester County COG is looking for pictures or articles for their Facebook and web pages as well as a list of equipment that each municipality has that could be shared. She also noted that a presentation was made by Russ Harper to the COG regarding animal control and that volunteers for a subcommittee to look at animal control options was being requested. She also noted that Caln Township had met with the new Coatesville Area School District superintendent and asked if anyone from the Township had met the new Superintendent yet.

## **PLANNING COMMISSION REPORT**

James Druecker gave the Planning Commission Report for the September 8, 2020, meeting. He noted that a sketch plan had been received from the Chester County Airport Authority which included a terminal expansion and non-aviation related buildings. The applicants received and reviewed the Pennon review letter that was dated September 8, 2020. An overview of the expansion included Hanger 14, an access point across from Buckthorn Drive including a gravel driveway, aircraft apron and parking. Non-aviation related buildings would be adjacent to Route 30 noting that potential uses could be office, light manufacturing, or any number of uses.

There was discussion regarding the impact of any airport expansion or additional access road on Business Route 30 and the importance of noting potential increased traffic in the planning stages. Ms. O'Doherty asked if a traffic light would be a possibility if an access road is added across from Buckthorn Drive. Ms. Boyd also noted her concerns as well to all the added traffic in this area. Ms. Proctor noted that years ago, the traffic count did not meet the warrants with PennDOT for a traffic light.

## **SOLICITOR'S REPORT**

Consideration to approve the settlement in the Devon Services, LLC litigation – **Ms. O'Doherty made a motion, seconded by Ms. Yates, to accept the Settlement Agreement and Mutual Release with Devon Services, LLC.** The motion passed unanimously.

At this time, Ms. Sundquist departed the meeting.

## **ENGINEER'S REPORT**

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 II – Pennoni continues to perform construction observation of Basin #1 permanent conversion and tot lot equipment installation. They corresponded with the developer regarding on-site disposal of excavated soils from upcoming infiltration basin construction.
- Township Municipal Complex – Pennoni evaluated possible solutions for the spring seeps and standing water in the detention basin, including site visits. A conceptual plan is being prepared for installation of an underdrain pipe and stone trench through the middle of the basin bottom. The plan will be presented to CCCD for their review and to the contractor for a price quote. Pennoni also reviewed the West Lincoln Highway roadway work that is proposed as part of the Valley Suburban Center project as it relates to the Township complex. Ms. O'Doherty questioned if a rain garden would work with regards to the basin. Mr. Ellis noted that the design was a dry basin.
- 2020 Road Program – The project is almost complete.

Consideration to award Concord Street Rehabilitation Project – Mr. Ellis noted that, as discussed at the last meeting, the lowest bid for the project was \$90,000 higher than the grant. The County was willing to transfer \$72,000 that was not used for the Hemlock Avenue Bridge Project to the Concord Street project. A letter was sent to the County after the last meeting requesting an additional \$19,600 of funding from the County; however, that request was declined. Ms. Ellis noted that an additional savings could be obtained if the Township opted to substitute the RCP storm sewer pipes with HDPE piping. Ms. Boyd questioned the life span of the HDPE and her concerns with the change from concrete to HDPE. Mr. Ellis noted that HDPE is acceptable, but does not have the 50-year plus life as concrete. **Ms. O'Doherty made a motion to award the Concord Street Reconstruction project, as recommended by the Township Engineer, to**

**Marino Corporation for the total base bid, with Alternative Items, in the amount of \$331,680.20. Ms. Yates seconded the motion.** The motion passed unanimously. It was noted that the work will include the concrete storm sewer pipes.

Consideration regarding the VPP grant application – Mr. Ellis reviewed the proposed grant application under the County’s 2020 Vision Partnership Program. He noted that a pre-application meeting was held with the County today and the Corridor Master Plan for West Lincoln Highway and Airport Road was reviewed as a potential application. Applications are due on September 25 and the Township will need to provide a commitment letter for the match, in the amount of \$15,000, and the commitment to form a Task Force. **Ms. Boyd made a motion to proceed with the VPP grant application for the Corridor Master Plan for West Lincoln Highway and Airport Road, to authorize a commitment letter be issued for the matching funds in the amount of \$15,000 and to form a Task Force, and to authorize Michael Ellis/Pennoni Associates to submit the application. Ms. Yates seconded the motion.** The motion passed unanimously.

Consideration to accept the extension of Micronic Manufacturing USA’s land development time period to December 10, 2020 – A letter was received from Commonwealth Engineers, Inc. on behalf of Micronic Manufacturing USA granting an extension of review time to December 10, 2020, for the Micronic Manufacturing land development plan. **Ms. Boyd made a motion, seconded by Ms. O’Doherty, to accept the extension of review time to December 10, 2020, for Micronic Manufacturing USA’s land development plan.** The motion passed unanimously.

Consideration to approve/ratify emergency public water connection for 24 Ridgeview Drive – **Ms. Boyd made a motion, seconded by Ms. Yates, to ratify the public water connection for 24 Ridgeview Drive.** The motion passed unanimously.

Consideration to approve water connection for 195 Glencrest Road – **Ms. Boyd made a motion, seconded by Ms. Yates, to approve the water connection for 195 Glencrest Road.** The motion passed unanimously.

At this time, Mr. Ellis departed the meeting.

## **OLD BUSINESS**

Discussion/consideration to extend Hill International Contract – **Ms. O’Doherty made a motion, seconded by Ms. Boyd, to extend the Hill International Contract, which would expire on September 30, 2020, to October 1, 2020, on an as needed basis subject to the provisions in the Township’s letter of August 19, 2020.** The motion passed unanimously.

Consideration regarding platform for October’s BOS and other Commission/Authority/Committee Meetings – **Ms. O’Doherty made a motion, seconded by Ms. Yates, to continue the virtual platform for public BOS, Commission, Authority and Committee Meetings to November 30, 2020.** The motion passed unanimously.

Discussion/consideration regarding Trick or Treat in Valley Township – The Board considered the setting of hours for Trick or Treat for October 31, 2020, and how it relates to the ongoing pandemic. Question arose what are other municipalities doing this year. After discussion, the Board concurred to table any decision until the next meeting.

Discussion/consideration to set budget review meeting with Westwood Fire Company – The Board noted that Westwood Fire Company had requested to set a meeting with the Board to review budget requests for 2021 on September 20 at 2:00 p.m. Since a quorum of the Board could be present, the meeting would need to be advertised. The Township Secretary was requested to contact Mike McWilliams to set the platform to allow virtual participation and to request that the Board members receive a copy of the presentation prior to the meeting.

## NEW BUSINESS

Discussion/consideration to approve payment applications for new township building construction – **Ms. O’Doherty made a motion, seconded by Ms. Yates, to approve payment application for the new Township Building as follows:**

- **H.B. Frazer - \$6,898.60 (Payment Application #19)**
- **H.B. Frazer - \$21,660.75 (Payment Application #20)**
- **Perrotto Builders Ltd. - \$436,333.55 (Payment Application #22)**

The motion passed unanimously.

Discussion/consideration to authorize transfer of funds from PSDLAF to Coatesville Savings Bank General Fund in the amount of \$520,127.22 – **Ms. Boyd made a motion, seconded by Ms. Yates, to authorize transfer of funds from PSDLAF to Coatesville Savings Bank General Fund checking account in the amount of \$520,127.22.** The motion passed unanimously. It was noted that the transfer included the payments authorized this evening and the August payments.

Discussion/consideration to use 890 West Lincoln Highway for Voter Registration on Saturday, September 19 from 10:00 am to 6:00 pm – It was noted that the event would be held outside at the Township’s property at 890 West Lincoln Highway and a 10x10 tent would be provided. Voter registration forms and absentee ballot request forms would be available. The consensus of the Board was to permit the location to be used for the event, which would have several other locations throughout the Route 30 corridor, but to ensure social distance measures. Advertising for the event was discussed and it was asked if it could be placed on the website, the digital sign, and forwarded to HOAs.

## CITIZEN COMMENTS

Ms. O’Doherty noted that Keller Williams will be holding a shredding event on Saturday, August 19, at their Exton location from 9:00 am to 12:00 pm and is open to the public.

There being no further business to discuss, the meeting was properly adjourned at 10:53 p.m.

Janis A. Rambo  
Township Secretary