

MINUTES FOR MARCH 16, 2021

VALLEY TOWNSHIP BOARD OF SUPERVISORS

The second monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, March 16, 2021, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor. Those participating in the meeting were Supervisors Kathy O'Doherty, Sharon Yates, Carmen Boyd, Casey Max Leidy, and Patrice Proctor. Also participating in the meeting were Amanda Sundquist, Esquire, of Unruh, Turner, Burke & Frees (Township Solicitor); Lindsay Frazier of Pennoni Associates, Inc., Scott T. Piersol, Township Manager, 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 at 6:00 p.m. prior to the meeting to discuss matters of possible litigation and personnel. She also noted that the Board met on March 10, 2021, to conduct interviews for the open full-time police officer position.

CITIZEN COMMENTS ON AGENDA ITEMS

None

APPROVE MINUTES AS WRITTEN

Ms. Boyd made a motion, seconded by Mr. Leidy, to approve the minutes of the March 2, 2021, Board of Supervisors meeting. The motion passed unanimously.

TREASURER'S REPORT

Mr. Barsz reviewed the Treasurer's Reports for the month ending January 2021 and February 2021. The reconciled total cash balance as of January was \$3,774,313.57 and for February it was \$3,260,722.25. Mr. Barsz reported that his goal was to have all accounts for 2020 reconciled for the annual DCED audit which was done. His staff had reconciled 11 of 12 months of bank statements for 2020 and is current through February 2021. He will have someone in the Valley Township office four days per month. He further recommended a "stamp" process for all invoices. He stated that the process is currently being done, but the actual stamp would be beneficial. **Ms. Boyd made a motion, seconded by Ms. Yates, to accept the Treasurer's Reports for January and February 2021.** The motion passed unanimously.

APPROVE PAYMENT OF BILLS

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

BOARD GENERAL COMMENTS

Ms. Proctor reviewed the upcoming mattress and television collection pick up for March 29, 2021, which requires pre-payment; compost site collection schedule;

CITIZEN REQUEST TO BE ON THE AGENDA

Toni Morton, Hayti Historical Society (HHS) – Ms. Morton noted the Hayti Historical Society's goal to work with the Township for control and ownership to repurpose the former Passtown School/Valley Township Building for the purpose of a community center. Ms. Morton thanked Mrs. Rambo for providing the financial information requested following the last meeting and the Board of Supervisors for their help. Ms. Proctor noted that the letter requested by the HHS to assist in applying for grants at the last meeting should be issued by the end of the week.

DEPARTMENT REPORTS

Police – The report for February 2021 was read by Ms. Proctor.

Ms. Yates made a motion, seconded by Ms. Boyd, to take the agenda out of order to consider the appointment of a full-time police officer as listed under Old Business. The motion passed unanimously.

Consideration to appoint a full-time police officer – Ms. O'Doherty noted that the Township had two part-time Valley Township officers that applied for the full-time position that were both well qualified. All Board members concurred about the qualifications of the two officers who were interviewed. **Ms. O'Doherty made a motion, seconded by Ms. Boyd, to appoint Vernon Garner to the position of Full-time Police Officer at a starting rate of \$28.50 with an effective date to be coordinated with Administration with his providing notice to his current full-time employer.** The motion passed unanimously.

Fire/EMS – Chief McWilliams reviewed the Fire and EMS reports for the month ending February 2021. He noted that the Fire Division responded to 18 calls in February, of which 12 calls were in Valley Township. The Ambulance/EMS Division responded to 103 calls in February, of which 70 calls were in Valley Township. Station 144/244 responded to 186 calls in February. Ms. O'Doherty asked if they could include the number of calls that Stations 144 and 244 responds to in Valley Township. It was noted that the annual Ambulance Membership mailing has gone out. He also added that they anticipate to have paramedic service certification within the next 20 to 30 days out of the Westwood Division (Station 44). The remaining inspection is with the County who is currently scheduled for inspection on March 30 or April 6. Upon passing the County inspection, they will be up and running.

Public Works – The written monthly report was provided to the Board of Supervisors. Mr. Lenhart reviewed the Spring Bulk Pick Up Collection dates. He also noted that a tentative street sweeping scheduled was included in his report. Mr. Piersol reported that Valley Township's public works department assisted West Sadsbury Township with pothole maintenance and noted that in exchange West Sadsbury Township will provide their loader that will help Valley push salt in our salt shed.

Administration – Monthly report was distributed for February 2021.

Codes – Ms. Yates reviewed the distributed report.

Workplace Safety Committee – Ms. O'Doherty reported that the Committee had a lengthy meeting on March 10 to try and finalize a plan recommendation for reopening of the Township Building to the public.

Parks & Recreation – Ms. Proctor reported that the Authority did not meet in February.

Historic Committee – Ms. Boyd reported that the Committee met on February 17. Karen Marshall, Chester County Heritage Coordinator, was a guest speaker at the meeting and gave an educational overview on historic preservation and how to identify historic locations.

EAC – Ms. Yates advised that the EAC met in February and would be meeting on March 18. The EAC continues to work on annual activities, subject to COVID, as well as other projects and community outreach.

PLANNING COMMISSION REPORT

There was no report at the Planning Commission did not meet in March.

SOLICITOR'S REPORT

Ms. Sundquist did not have anything further this evening to report and departed the meeting at this time.

ENGINEER'S REPORT

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

Ms. Frazier reviewed the following items from the written report:

- Concord Street Reconstruction – The curbing was completed on today's date and the base course and driveway restoration work is planned to be done next week. The project is projected to be complete within the next two to three weeks, weather permitting.
- Township Complex – Gomez began the underdrain work today, and weather permitting, will be done in a day or two, weather permitting.

At this time, Ms. Frazier departed the meeting.

MANAGER'S REPORT

Mr. Piersol reported on the following:

- Last week, our Township Engineer, Pennoni, provided a plan for Lincoln Highway safety improvements from Rainbow Elementary School to the west of the Township Building. Mr. Piersol circulated this information to the Board for their review. The plan was created using the Valley Suburban highway occupancy plans for the development of the property adjacent to the Municipal Complex. The revised plan was reviewed during a virtual meeting with PennDOT representatives recently. The improvements are primarily re-striping of the existing center lane to be used as a dedicated left turn lane. Mr. Piersol respectfully request the Board approve submission of this re-striping plan for submission to PennDOT for their review and approval. **Ms. O'Doherty made a motion, seconded by Mr. Leidy, to authorize submission of the re-striping plan to PennDOT by the Township Engineer.** The motion passed unanimously.
- I am pleased to announce the new Township website launch, which occurred earlier in March. Township residents can register on the website to be notified for a variety of issues, and also access applications for permits, hearings, meeting minutes and agendas, and other information of interest to our residents and business owners.
- Also, the Police Department has launched a new Facebook page to notify our residents who subscribe to the Police page of a variety of Police issues in and around Valley Township.
- We recently discussed payments made to the Township. These payments should be made in check form only, and dropped off in the drop box located at the right of the front door. Checks or money orders are your receipt of payment. We will email a receipt if an email address is provided. We will mail a receipt if a self-addressed, stamped envelope is provided. The Township's auditor has strongly recommended against cash being accepted for payments. We appreciate our property owners' adherence to this request. Ms. Proctor expressed concerns regarding not accepting cash.
- Discussion/consideration to authorize Pinky Tows LLC be added to the Township towing rotation – Information was provided from Pinky Tows, 1056 West Kings Highway, Coatesville, PA, for consideration to be added to the towing rotation. Mike Dausi was on the call and answered questions from the Board of Supervisors. **Ms. O'Doherty made a motion, seconded by Ms. Boyd, to approve Pinky Tows LLC be added to the Township's towing rotation.** The motion passed unanimously.
- The Township was notified last week of significant monies to be distributed through the 3rd federal stimulus program to the states, then to each municipality. We are trying to get clarification on what projects or programs these funds can be used for. Further information will be forthcoming as we receive the requirements from the state or federal governments.
- Consideration to adopt a Resolution designating signing and attesting authorization for the PaDEP Growing Greener Grant - Mr. Piersol requested the Board consider approving a resolution to authorize the Township Manager to sign documents related to the Growing Greener grant for stormwater management improvements in a joint project with the City of Coatesville. **Mr. Leidy made a motion, seconded by Ms. Boyd, to approve Resolution 2021-11, a Resolution stating that Scott T. Piersol is authorized and directed to sign**

documents relative to the PaDEP Growing Greener Grant, “Valley Crossing Stormwater Basin & Swale Retrofit” on behalf of the Township and that Janis A. Rambo, Township Secretary, is authorized to attest. The motion passed unanimously.

- County Administrator Bob Kagel told a group of Municipal Managers this morning of the Health Department’s efforts to increase the number of vaccine doses, which has been an on-going problem since the vaccines being approved. The Health Department currently has the capacity to administer 24,000 shots per week, but is only being provided slightly more than 4,300 shots from the State Department of Health. The County will be consistently ordering 25,000 vaccine doses per week, and have the State refuse the order. Chester County is not the only county in Southeastern Pennsylvania, or in the Commonwealth having these types of issues. Registration for the vaccines has also been a major issue. The County will soon launch a new electronic registration website to better manage the vaccine system. 298,000 people have registered with the County Health Department will be automatically invited to register with the new site.

NEW BUSINESS

Consideration to authorize payment to Triangle Fire Protection Inc. – Ms. Boyd made a motion, seconded by Mr. Leidy, to authorize payment to Triangle Fire Protection Inc. for Payment Application #8/Final in the amount of \$10,103.79 relative to the New Township Building Project. The motion passed unanimously.

Consideration to authorize Casey Leidy as an authorized signer on all Township accounts – Ms. Boyd made a motion, seconded by Ms. O’Doherty, to approve Casey Leidy as an authorized signer on all Township accounts. The motion passed unanimously.

CITIZEN COMMENTS

None

There being no further business to discuss, the meeting was properly adjourned at 10:01 p.m.

Janis A. Rambo, Township Secretary