

MINUTES FOR APRIL 20, 2021

VALLEY TOWNSHIP BOARD OF SUPERVISORS

The second monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, April 20, 2021, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:54 p.m. 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); Michael J. Ellis, P.E. 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 6:30 p.m. prior to the meeting to discuss matters of real estate and personnel.

CERTIFICATES OF COMMENDATION PRESENTATIONS

Ms. Proctor noted that two separate incidents occurred in the Township that members of the police department reported to which resulted in actions taken by Officers that were above and beyond the line of duty. Officers James Chieffo and Jennifer Schreiber received a *Certificate of Commendation* for their actions on December 13, 2020, responding to a disturbance that quickly escalated, putting their lives in danger, to ensure the safety of the community. Officer Katelynn Duca and Sergeant Timothy Parker received a *Certificate of Commendation* for their actions on February 18, 2021, for successfully saving a life from a car fire and administering immediate medical attention and putting their own lives in danger. The Board expressed their sincere appreciation to the officers recognized this evening and noted that Officers Chieffo, Duca and Sergeant Parker were present on the virtual meeting.

CITIZEN COMMENTS ON AGENDA ITEMS

None

APPROVE MINUTES AS WRITTEN

Ms. Boyd made a motion, seconded by Ms. Yates, to approve the minutes of the April 6, 2021, Board of Supervisors meeting. The motion passed unanimously.

TREASURER’S REPORT

Mr. Barsz reviewed the Treasurer’s Report for the month ending March 31, 2021. He noted that updated Policies and Procedures are being worked on and a stamp has been ordered for the canceling of invoices. He also noted that a new report is being presented showing the bank balance of the accounts for the prior year for comparison.

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 remaining two Spring bulk collections and other community events.

CITIZEN REQUEST TO BE ON THE AGENDA

Shawn Leonard, 854 West Chestnut Street – Mr. Leonard noted that Oakcrest Phase II was on the last meeting agenda and inquired about outstanding items. Mr. Piersol noted that he would forward the most recent Punchlist.

DEPARTMENT REPORTS

Police – Sergeant Parker provided a review of the police department activity for the month of March to include 21 traffic citations; 36 citations; 9 non-traffic citations; 2 parking tickets; 6 criminal citations and response to 391 calls. He also reviewed various responses by officers.

Fire/EMS – Chief McWilliams reviewed the Fire and EMS reports for the month ending February 2021. He noted that the Fire Division responded to 30 calls in March, of which 18 calls were in Valley Township. The Ambulance/EMS Division responded to 102 calls in March, of which 79 calls were in Valley Township. He noted that as of April 15, 2021, Westwood is an ALS unit. He also reviewed a fire that occurred this morning on Winged Foot Drive which resulted in the homeowners being displaced from their home.

PLANNING COMMISSION REPORT

Bruce Manning, representing the Planning Commission, also thanked the Officers that were present for their service to the Township. Mr. Manning reported on the Planning Commission’s April 13, 2021, meeting. He noted that the Airport Expansion submission was reviewed and that Valley View Lot 8 land development plan review letter was issued from Pennoni Associates. He noted that the Planning Commission will be recommending a representative for the Lincoln Highway Corridor VPP Grant Steering Committee at their next meeting. The Commission also reviewed the recommendation from the Township Manager to amend the criteria for plan submissions from paper to electronic.

SOLICITOR REPORT

Ms. Sundquist reported that the sale of the water and sewer assets continues to move forward with the PUC accepting all applications.

At this time, Ms. Sundquist departed the meeting.

ENGINEER'S REPORT

Discussion regarding 2022 CDBG application cycle – Mr. Ellis noted that they had received notification that the re-application period for the 2022 CDBG application cycle has been open. The Township previously submitted two projects – Bradley Avenue Bridge and Road Construction and Valley Crossing Stormwater Management Basin Retrofit – that are eligible for re-application. After discussion and review of the two projects, it was the consensus of the Board to proceed to reapply for both grant applications and provided authorization for Pennoni to re-evaluate Bradley Avenue Bridge. The Board also concurred that the Bradley Avenue Bridge project should be the #1 priority project for this round.

Grant Award – It was noted that the Township received notification last Friday that they had been awarded \$1.5 million through a PennDOT Multimodal Transportation Fund for reconstruction of Wagontown Road. Mr. Ellis noted that the grant application noted award would be contingent that the waiver would be accepted that the Township could use a CDBG grant from the County of \$500,000 towards the MTF grant match. Mr. Ellis advised that they are waiting for confirmation that the waiver was accepted.

Discussion/Consideration regarding authorization to advertise 2021 Road Program bids – Mr. Ellis reviewed that it is recommended to have cores taken out of Chestnut Street to determine what is there to better estimate the cost and scope of this road. The consensus of the Board was to proceed with the core test at a cost not to exceed \$3,000. Mr. Ellis noted that if mill and overlay would only be required for Chestnut Street, they would like direction from the Board to proceed to advertise and contact PennDOT to get the project approved. This would keep the proposed schedule to have the work done in July and August. The Board concurred for Pennoni to continue as recommended.

The stripping program was reviewed noting that contractor quotes would be obtained for Irish Land and East Glencrest Road. Mr. Leidy inquired about the two roads chosen and it was confirmed that these are highly traveled roads with a history of numerous accidents. Mr. Ellis further noted that these roads were done several years ago, but the stripping is worn off. Ms. O'Doherty inquired about oil-based material.

The Board authorized Mr. Lenhart to proceed to obtain quotes for the stripping of Irish Lane and East Glencrest Road as proposed.

Discussion/consideration regarding Task Force for Lincoln Highway Corridor Master Plan – Mr. Ellis reviewed the membership for the Task Force to include a Board of Supervisor representative, the consultant team of Pennoni and TCA, a staff member, one member from the

planning commission, one commercial representative, one residential representative, and possible a representative from the school district and airport. Mr. Leidy was chosen as the Board of Supervisor representative. This item will continue to be discussed to establish the Task Force/Steering Committee.

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 – Mr. Ellis noted that the sanitary sewers were televised today.
- Valley Suburban – Mr. Ellis noted that the HOP for Valley Suburban development has been issued by PennDOT. All permits are now issued.
- Concord Street – The project is pretty much done with only minor items left. Mr. Ellis noted that he will be contacting the County to see if any additional funding can be obtained for the additional paving related to the storm sewer being moved and the impact of the project being suspended due to PA American Water installing their infrastructure.

At this time, Mr. Ellis departed the meeting.

DEPARTMENT/COMMITTEE/AUTHORITY REPORTS

Public Works – The monthly written report was submitted. Ms. O'Doherty inquired about "Emergency PA One Call"; Mr. Lenhart advised it is a utility marking request that comes in after hours. Mr. Lenhart also advised that Valley Station Road is to be closed for approximately four days for repairs being made by the railroad. Mr. Lenhart stated that he is obtaining quotes for a replacement truck for the 2010 Ram 550, which would require significant body work. He also noted that we received 250 tons of salt to complete our 2020 commitment through CoStars and that West Sadsbury Township assisted pushing it with their loader into our salt shed.

Administration – Monthly report was distributed for March 2021 to include the statement of revenues and expenditures as of March 31, 2021.

Codes – Ms. Yates reviewed the distributed report. Ms. O'Doherty questioned the status of the filing of the L&I reports and the rental inspection schedule. Mr. Piersol stated that he will be meeting with the Codes Secretary. It was also a discussion to clarify the Septic Management fee that the fee is due when a report is required to be filed, not an annual fee. Ms. O'Doherty suggested that a clarification postcard or letter be sent to those that received an initial mailing who read it as an annual fee.

Workplace Safety Committee – Ms. O'Doherty reported that the Committee met on April 14. Again, a COVID policy was discussed and that the Committee's recommendations should be reviewed by the Board of Supervisors to finalize and issue a directive for working within the building and for when we open to the public. She suggested that the Board look at dates to meet to finalize these plans.

Parks & Recreation – Ms. Proctor reported that the Authority met in March and discussed a concert for 2021. Although there have been discussions regarding the annual Valley Day, Ms. Proctor is re-evaluating and will be requesting input from the Board of Supervisors, the Parks and Recreation Authority, and the volunteers who assist with the annual event.

Historic Committee – Ms. Boyd reported that the Committee met in March and organized selecting a Chair, Vice Chair, Secretary and Treasurer. She stated that they are interested in obtaining an atlas of Valley Township and/or map that could be used to identify known historic places. She noted that the Committee will be meeting on April 21 and hope that a Coatesville historian will be able to attend as tentatively scheduled.

EAC – Ms. Yates advised that the EAC will be participating in the annual Community Clean Up day on May 15, 2021. They are also looking at the Township maps to determine open spaces/properties to maintain an index. She also noted that the Valley Township EAC has a Facebook page. Ms. Proctor recommended that Concern be contacted to participate in the Clean Up Day and possible suggestions for refreshments for the volunteers following the event.

MANAGER'S REPORT

Mr. Piersol reported on the following:

- Mr. Piersol reported that he, Mike Ellis and Lindsay (Frazier) Lucibello from Pennoni attended the Chester County Water Resources Authority's Municipal Stormwater Summit last Friday
- Township is in the process of accepting ownership of one of the leaf vacuums from the CCCRA that was obtained a few years ago through a DEP grant.
- We continue to have maintenance issues with the 2010 Freightliner recycling collection vehicle that is used as a backup. Unfortunately, there the Section 902 grant program is suspended.
- Ms. Proctor, Mr. Ellis and Mr. Piersol met with Tomas Hanna, the new CASD Superintendent, to review the previous interest in partnering with the School District on creation of an active and passive recreation space on a 37-acre parcel located between our Municipal Campus and the Rainbow Elementary School. This concept is mentioned in the 2019 Open Space, Recreation, and Environmental Resources Plan.

OLD BUSINESS

Discussion/consideration to proceed with water disconnections in May for delinquent accounts – **Mr. Leidy made a motion, seconded by Ms. Yates, to proceed with water disconnections in May for delinquent accounts as per our policy.** The motion passed unanimously.

Discussion/consideration regarding the vacant EAC seat – **Ms. Yates advised that Shawn Leonard has expressed an interest in filling the vacant seat on the EAC and moved to appoint Shawn Leonard to the EAC for fill the vacant term to expire on December 31, 2022. The motion was seconded by Ms. Boyd.** The motion passed unanimously.

NEW BUSINESS

Discussion/consideration to move remaining funds at PSDLAF to PLIGIT General Fund Prime Account and close the PSDLAF account – It was noted that there is \$522,869.56 in the PSDLAF account, plus any accrued interest, that remains from the bond proceeds for the new building. **Ms. Leidy made a motion, seconded by Ms. Boyd, to authorize the transfer of funds in the PSDLAF fund to the PLIGIT Prime General Fund and to close the PSDLAF Fund.** The motion passed unanimously.

Consideration to remove Joy Hurst from probationary period effective May 1, 2021 – **Ms. O'Doherty made a motion, seconded by Mr. Leidy, to remove Joy Hurst from probationary period effective May 1, 2021.** 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

At this time (11:27 p.m.), the Board recessed into Executive Session to discuss a personnel issue and noted that they would be reopening the meeting.

At 11:33 p.m., the Board reopened the meeting. **Mr. Leidy made a motion, seconded by Ms. Yates, to appoint Officer Jeffrey Canale as Officer in Charge when Sgt. Parker is out on an extended basis on leave as per the Collective Bargaining Agreement.** The motion passed unanimously.

There being no further business to discuss, the meeting was properly adjourned at 11:40 p.m.

Janis A. Rambo, Township Secretary