

## **MINUTES FOR MAY 4, 2021**

### **VALLEY TOWNSHIP BOARD OF SUPERVISORS**

The first monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, May 4, 2021, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:47 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. (Township Engineer); Scott T. Piersol, Township Manager, and Kris Lenhart, Township 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 on prior to the meeting beginning at 6:30 p.m. to review litigation and personnel issues. Ms. Proctor also noted that the Board of Supervisors met in Executive Session on April 26, 2021 to discuss personnel and April 28, 2021, to discuss personnel.

#### **BOARD GENERAL COMMENTS**

Ms. Proctor noted the May mattress and tv collection dates.

#### **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 April 20 2021, Board of Supervisors Meeting.** The motion passed unanimously.

#### **APPROVE PAYMENT OF BILLS**

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

#### **EMERGENCY MANAGEMENT MONTHLY REPORT**

Emergency Management Coordinator Joe Sciandra reported that the EMC was activated for a

fire at Harrison House on Saturday, April 24, 2021 at 3:41 p.m. for a reported building fire. He noted that the fire was determined to be a commercial dryer on the ground floor. The Fire Chief did evacuate due to the amount of smoke in the basement level; residents were evacuated to the outside of the building. Mr. Sciandra also noted that he continues on an update to the Township Emergency Operations Plan to be consistent with the County's new format. The basic section of the plan is almost done. An updated NARM (Notification & Resource Manual) will be submitted to the County this coming month as part of the annual process.

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

None

#### **SOLICITOR'S REPORT**

Ms. Sundquist reported that easements are needed for the asset sale. Several need to be drafted by an abstractor. A proposal was received from Action Title Research for title search, copy requirements, order placement, and delivery at a cost of \$115 per residential parcel and \$155 per commercial parcel. For railroad and utility easements, a proposal was received from Manito Abstract Company for \$200 per parcel. **Ms. O'Doherty made a motion, seconded by Ms. Yates, to authorize Action Title Research and Manito Abstract Company to proceed with the easements required for the sale of assets.** The motion passed unanimously.

#### **OLD BUSINESS**

Discussion/consideration regarding Valley Square Development waiver request for an extension to record plans – Rob Lewis of Kaplin/Stewart, on behalf of Valley Square Development, spoke regarding the extension request to record the final plans for Phase I. He noted that the current extension expires on June 14, 2021. He provided a status update that noted that they had received their HOP from PennDOT; they are working with the engineer to revise plans and revisions as necessary and estimated that plans will be submitted to the Township in about two weeks and are hoping for the plans to be reviewed and approved in 30 days; the cost estimate will be submitted at an estimated amount of \$7 million in improvements for review by PennDOT; financial security determination to be posted for recording; and estimated at least two weeks for signatures and recording at the County. This time line would take them to at least mid-July; however, in order to record they will need to post financial security in the amount of \$7 million. He noted that the developer needed some time to secure the financing which is about a 60 to 90 days process. After discussion, **Ms. Yates made a motion, seconded by Ms. Boyd, to approve a waiver of Section 304.8 to grant a further extension of the time frame to record the Valley Suburban Land Development Plans up to and including October 6, 2021, and noted that an update to the Board will be given at the July 20, 2021, meeting.** The motion passed unanimously.

At this time, Ms. Sundquist departed the meeting.

Discussion/consideration to authorize Chairwoman to sign acknowledgement letter for 2021 Multimodal Transportation Grant for Project ID 2021-06-15-221 (Wagontown Road) – Mr.

**Leidy made a motion, seconded by Ms. Yates, to authorize the Chairwoman to sign the acknowledgement letter for the 2021 Multimodal Transportation Grant for Project ID 2021-06-15-221/Wagontown Road. The motion passed unanimously.**

Discussion/consideration regarding quotes for stripping of Irish Lane & East Glencrest Road – Roadmaster Kris Lenhart reported that he only had responses from two vendors out of four. He noted that the two quotes received to date are lower than the estimate. The Board discussed to extend the quotes to include Butterworth and Heston in Hillview. Mr. Ellis also suggested the possibility of re-stripping on West Lincoln Highway in front of the Township Building. Mr. Lenhart advised he would reach out to the contractors to also provide quotes for Butterworth and Heston.

Ms. Yates stated that she saw that Coatesville recently painted curbs at hydrants and intersections. She inquired if Valley should do that with all the problems of people parking too close in the intersections. Ms. O'Doherty concurred, especially in key areas. Mr. Lenhart advised that Public Works could do that work.

Consideration to ratify decision to allow police officers to extend 2020 vacation rollover to June 30, 2021, under the terms of the CBA - **Ms. Boyd made a motion, seconded by Ms. Yates, to ratify the approval to extend the 2020 vacation rollover to June 30, 2021, under the terms of the CBA for Sgt. Parker and Officer McNeil. The motion passed unanimously.**

## **ENGINEER'S REPORT**

Discussion/consideration to approve Change Order #3 with Marino for the Concord Street Project in the amount of \$8,979.48 – Mr. Ellis noted that the Change Order increases quantities for restoration of full depth pavement and additional wearing course mill and overlay resulting from modifications to the stormwater system locations and depths on West 10<sup>th</sup> Avenue and West 11<sup>th</sup> Avenue as a result of utility conflicts encountered during construction. The cost increase also reflects additional material quantities required to achieve positive drainage when construction concrete driveway transitions. Quantities of curbing and asphalt transitions have been reduced per the as-built measurements. **Ms. O'Doherty made a motion, seconded by Mr. Leidy, to approve Change Order #3 with Marino for Concord Street Project in the amount of \$8,979.48. The motion passed unanimously.**

Discussion/consideration to approve final payment to Marino for the Concord Street project in the amount of \$94,528.99 – Mr. Ellis noted that Marino Corporation submitted the fifth and final invoice for work completed for Concord Street. **Based on the Township Engineer's recommendation, Ms. O'Doherty made a motion, seconded by Ms. Yates, to approve final payment to Marino for the Concord Street project in the amount of \$94,528.99 conditioned that payment not be made until all closeout documents are provided to the satisfaction of Pennoni and DCD. The motion passed unanimously.**

Consideration to authorize Millview/359 East Glencrest Road CDBG application for matching funds for the City's Growing Greener Grant – Mr. Ellis reported that there was a productive

meeting held with the Pughs. As a result of the meeting, a proposed new plan design is being worked on to present to the property owners and it is recommended to apply for the next round of CDBG grant applications due on May 20, 2021, for matching funds for the City's Growing Greener grant. After discussion, **Mr. Leidy made a motion, seconded by Ms. Boyd, to authorize Pennoni to prepare a grant application under the CDBG grant program for 359 East Glencrest Road on behalf of Valley Township up to \$235,000 for work to be done in one construction contract that the City of Coatesville has for the Millview Basin project.** The motion passed unanimously.

Consideration/update regarding 2021 Road Program – Mr. Ellis reported that the cores were completed and reviewed the results. He noted that with the results received, no modifications to the scope of work is required and that they will proceed as authorized at the last meeting.

Consideration to authorize Escrow release #6 for Little Red Dog in the amount of \$39,230.20 – **Ms. Boyd made a motion, seconded by Mr. Leidy, to authorize the Escrow Release #6 for Little Red Dog/Cigas Machine Shop in the amount of \$39,230.20 based on the Township Engineer's recommendation.** The motion passed unanimously.

Consideration to authorize Escrow release #5 for Valley View Business Park Lot #6/G.A. Vietri Inc. in the amount of \$259,034.75 – **Ms. Yates made a motion, seconded by Mr. Leidy, to authorize the Escrow Release #5 for Valley View Business Park Lot 6/G.A. Vietri Inc. in the amount of \$259,034.75 based on the Township Engineer's recommendation.** The motion passed unanimously.

Discussion regarding formation of a Task Force for the Lincoln Highway Corridor Master Plan - Mr. Ellis reviewed that the Board will need to consider appointment of a Task Force/Steering Committee for the Lincoln Corridor Master Plan which is being partially funded through a VPP Grant. Mr. Ellis reviewed the scope of work and noted that it is a 12-month project. In addition to the consultant team of Pennoni and TCA, there should be a representative from the Board of Supervisors, the Planning Commission, and a staff representative which traditionally is the Township Manager. Other potential members could be a commercial representative, a residential representative, someone from the Airport Authority and/or the School District. It is assumed that the first meeting would be in the June or July timeframe. It was noted to place the item back on the next meeting agenda.

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

At this time, Mr. Ellis departed the meeting.

## **MANAGER'S REPORT**

Mr. Piersol reported that he participated in the Coatesville School District's Communications Focus Group meeting. Several parents who participated that evening were concerned that too much focus was placed on the successes of the sports teams and not enough on student activities. Mr. Piersol also noted he and Supervisor Leidy would be participating in the Chamber of Commerce Future Focus Community Showcase on May 5.

## NEW BUSINESS

Discussion/consideration to proceed to advertise for the Police Secretary/Receptionist position –  
Ms. O'Doherty noted that she did not see the ordering of uniforms in the job description. **Mr. Leidy made a motion, seconded by Ms. Boyd, to proceed to advertise for the position of Part-Time Police Secretary/Receptionist with a due date for applications by the close of business on May 24, 2021.** The motion passed unanimously.

## CITIZEN COMMENTS

Ms. Yates noted the Community Clean Up scheduled for Saturday, May 15, starting at 9:00 a.m. She noted the rain date of May 22. She asked anyone interested to pre-register by this Friday, May 7. She stated that the EAC will be participating and that about 30 volunteers from Concern are registered.

There being no further business to discuss, the meeting was properly adjourned at 9:46 p.m.

Janis A. Rambo  
Township Secretary