

MINUTES FOR SEPTEMBER 21, 2021

VALLEY TOWNSHIP BOARD OF SUPERVISORS

The second monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, September 21, 2021, via virtual meeting through *Go To Meeting*. The meeting was held virtually due to a confirmed positive case of COVID which required sanitation of the Township Building. The meeting had previously been advertised as hybrid in-person and virtual meeting. The notice of the virtual-only meeting was posted on the Township's website and at the Township Building on Tuesday morning, September 21, 2021.

Those participating in the meeting were Supervisors Kathy O'Doherty, Sharon Yates, Carmen Boyd, Casey 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); Police Chief Glenn D. Eckman; Peter Barsz, CPA, CGMA (Township Treasurer); and Roadmaster Kris Lenhart.

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 personnel issues.

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 September 7, 2021, Board of Supervisors meeting. The motion passed unanimously.

TREASURER'S REPORT

Mr. Barsz reported on the Township's reconciled fund balances as of August 31, 2021:

General Fund	\$2,503,931.24
Payroll Fund	\$114,720.14
Sewer Fund	\$283,377.91
Water Fund	\$445,845.48
Fire Tax Fund	\$219,879.04
Ambulance/EMS Tax Fund	\$188,904.26
State Fund (Liquid Fuels)	\$250,033.79
Oakcrest Maintenance Escrow	\$299,083.70
Escrow Accounts	<u>\$131,651.84</u>
Total Balance	<u>\$4,437,427.40</u>

Ms. O'Doherty made a motion, seconded by Mr. Leidy, to accept the Treasurer's Report was presented. The motion passed unanimously.

APPROVE PAYMENT OF BILLS

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

At this time, Mr. Barsz departed the meeting.

BOARD GENERAL COMMENTS

Ms. Proctor reviewed the following announcements:

- Township Office is now open to the public: 8:00 a.m. to 4:00 p.m., Monday through Friday
- Reminder to have trash and recycling out on designated day by 5:00 a.m.
- Drop off recycling of electronics has been suspended at the Township Building
Discount movie tickets are available at the Township Building - \$9.50 each (cash sales only)
- Mattress – September 27, 2021 – pre-paid fees apply
- Compost site open September 25, October 9, November 13, December 11
- Remaining Hydrant Flushing: 9/22 & 23 – Beacon Hill & Mineral Springs Road
- Remaining Fall Bulk Collection: 9/27 – Westwood area, Charles Street, Madison Street, Gap Road, Valley Crossing, Springbrook Village
- Last yard waste collections of 2021: North side – October 11; South side – October 18

CITIZEN REQUEST TO BE ON THE AGENDA

Don Ascolese, 902 Madison Street, advised that he would like to address the Board regarding a property issue. He was advised that he would be recognized later in the agenda.

DEPARTMENT REPORTS

Fire/EMS – Chief McWilliams reviewed the Fire and EMS reports for the month ending August 2021 noting that Westwood Fire Company responded to 17 calls for service in August; 15 of those calls were within Valley Township. He noted that the Ambulance/EMS division had 125 total response; 60 of those calls were within Valley Township. Wagontown Division had 202 calls for service; 16 of those calls were for Valley Township.

Police Report – Chief Eckman reported on the Department's activity for August. Total calls were 1,144; year to date is 7,993. Chief also noted that he conducted an annual walk through inspection at Rainbow Elementary School with the Principal and the Coatesville School Police. He also advised that he attended the Hillview Townwatch meeting on August 24. Officer McNeil attend a "9/11" tribute to First Responders on September 10 at Rainbow Elementary School. On September, Chief attended the Chester County Heroes Plaque Re-dedication at the Chester County Emergency Services Training Center in South Coatesville. Officer Duca attended a Search and Seizure training class.

PLANNING COMMISSION REPORT

There were no representatives from the Planning Commission on the call; however, the draft minutes had been distributed to the Board of Supervisors in their meeting packets.

SOLICITOR'S REPORT

Consideration to approve Resolution acknowledging existing sewer rate for Rainbow Washhouse, Inc. – Ms. Sundquist advised that the original sewer rate agreement was not able to be located in Township files. For the upcoming sale of assets, a Resolution stating the sewer rate to Rainbow Washhouse would satisfy the requirement. **Ms. O'Doherty made a motion, seconded by Mr. Leidy, to adopt Resolution 2021-18, a resolution confirming the billing rate for Rainbow Washhouse, Inc.** The motion passed unanimously.

Consideration to authorize joinder on Letter of Agreement between Pennsylvania Water Company and All County Partnership – **Ms. O'Doherty made a motion, seconded by Ms. Yates, to approve the Letter Agreement and authorize the Chairwoman to sign on behalf of Valley Township relative to All County Partnership and Pennsylvania American Water memorializing certain terms and conditions relative to Valley View Business Park ongoing developments with regards to Lot 8.** The motion passed unanimously.

Cleveland Cliffs Conditional Use Hearing – Ms. Sundquist noted that the Conditional Use Hearing for Cleveland Cliffs' application was opened on September 20 and continued to September 29, 2021, at 6:30 p.m.

At this time, Ms. Sundquist departed the meeting.

ENGINEER'S REPORT

Consideration regarding South Mount Airy Paving Rehab Quote – Mr. Ellis reviewed the updated quote from the contractor to do repairs following the September 1, 2021 storm. The additional curbing proposed cannot be paid from liquid fuels; however, there is a line item in the 2021 budget for \$50,000 for stormwater improvements which this will fall under. **Ms. O'Doherty made a motion, seconded by Mr. Leidy, to authorize the additional work as per DiRocco's quote for curbing in the amount of \$14,232.00.**

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

Mr. Ellis reviewed the following items from the written report:

- 2021 Road Program – Mr. Ellis reported that the contractor, DiRocco, began construction on September 7. Chestnut Street, St. George, and Hillcrest are complete and it is anticipated that the contractor will be moving on to Peck Drive tomorrow.
- West Lincoln Highway Corridor Plan VPP Grant – Mr. Ellis noted that the Task Force membership should be finalized in order to begin meetings in October. The Planning Commission was going to advise of a backup representative from the Planning

Commission if Mr. Roby is unable to make the meetings. Ms. Proctor supported reaching out to Dr. McGann to be a business representative on the Task Force as her business is right on Route 30.

- Stormwater Plan/Ordinance Update – Mr. Ellis reported on a recent meeting that he attended with the Chester County Water Resources Authority and the ongoing efforts by the County to update their Plan. The County has been working on this for the last two years and it is anticipated that they will be sending their amended Plan to DEP in early 2022 with an adoption time frame of March/April. Following the County adoption, the Chester County municipalities will have until September 2022 to amend their Plans. He discussed some of the proposed amendments and its effect on local municipalities especially a requirement for ongoing inspections, similar to the septic management program. It was discussed the possible option of requiring property owners to have the inspection and submit reports or if the municipal staff would go out and do the inspections. Ms. O'Doherty inquired if developers are starting to construct underground stormwater facilities. Mr. Ellis advised that the proposed ordinance does not mandate *how* to infiltrate, but there is a proposed 50% infiltrate increase.
- MS4 Report – Annual report is on scheduled and will be filed.

At this time, Mr. Ellis departed the meeting.

DEPARTMENT REPORTS

Public Works – The written monthly report was provided to the Board of Supervisors. Mr. Lenhart reviewed the report advising that the Department continues to move old storage boxes from the former Township Building; first load of televisions were removed by eCovanta following our contract renewal; backboards, rims, and nets were installed at Hayti Park; signage was put up where necessary; and September 1 storm clean up continued. He noted that there is one more night of hydrant flushing scheduled.

At this time, Ms. Proctor recognized Don Ascolese who advised that the condition of 902 Charles Street is out of control. He said he had made a complaint and had been in contact with Kathy (Jeffers) in the Codes Office. He said that she advised that she had contact six landscapers to come out and cut the lawn. He said since she did not have time to continue to try and find a contractor that he found one that would come out, Tank Lawn Care. Ms. Rambo advised that her records show that Tank Lawn Care did some mowing in 2016 on this property. Earlier this year, she pulled her correspondence for Codes at their request to see if a lien had been filed for our costs to mow. Ms. Rambo advised at the time, the solicitor's office held off filing a lien for the mowing at the former township manager's request. We do have liens filed for non-payment for trash billing. When the solicitor's office was contacted in mid-July of this year about the property, Ms. Sundquist had eMailed back that it appears that every once and a while someone has made tax payments on the property. It is believed that the owners of record are both deceased. The property has gone to upset sale, but it did not sell. The Board advised that they would do some follow up on this property.

At this time, Mr. Lenhart and Chief Eckman departed the meeting.

Administration – Monthly report was distributed and noted that budget information will be needed to begin 2022 budget.

Codes – Ms. O’Doherty noted from the Administration Report that Airport Diner still has an outstanding escrow balance. It was noted that they had not made any additional payments on the outstanding professional fees since early 2020 but the property is now a rental. Questions arose regarding where we are with the three-year rental inspections, vacant property registration, and other program initiatives. Ms. Yates advised that she, Mr. Piersol, Ms. Jeffers had a meeting with LTL earlier in the summer to go over the procedures and priorities for the department. After additional discussion, it was determined that a three-month follow up meeting should be scheduled for LTL, Township staff and that Ms. Yates and Ms. O’Doherty would also attend that meeting. Ms. Yates reviewed the Department report as distributed.

Workplace Safety Committee – Ms. O’Doherty reported that the all attended the annual training as required. She noted that during the meeting, Officer McNeil inquired if gaiters could be worn as there are CDC guidelines for gaiters. There was also discussion regarding purchasing a uniform mask for the police officers. After much discussion, it was the consensus of the Board to continue to not allow the wearing of gaiters.

Parks & Recreation – Ms. Proctor reported that the Authority has made the recommendation to not host the annual Holiday Party for the children as that age group would probably not be vaccinated. She stated that they will begin to work with the Airport or a combined event for next year. Ms. O’Doherty mentioned last year we were discussing hanging a large wreath from the Township Building’s south-side outside wall but that time did not permit getting the correct size made and hung in time. She inquired if we wanted to do this for 2021.

Historic Committee – Ms. Boyd reported that the Committee met and discussed establishing a *Facebook* page for residents to share photographs and pictures and for citizen involvement.

EAC – Ms. Yates stated that the EAC did not have a quorum for their last meeting. She is working on obtaining information on tree revitalization to help plant trees in the riparian barriers.

MANAGER’S REPORT

No report

OLD BUSINESS

Discussion/consideration regarding refinance of 2017 Series Debt – No action or discussion was taken on this topic.

NEW BUSINESS

Consideration to appoint Amy Amer as a Deputy Emergency Management Coordinator – Ms. Amer has expressed an interest to Mr. Sciandra to assist with the Township’s Emergency Management Team. She is soon to be leaving her position with the Chester County Department of Emergency Services. **Ms. Yates made a motion, seconded by Ms. O’Doherty, to appoint Amy Amer as a Deputy Emergency Management Coordinator effective immediately.** The motion

passed unanimously.

Consideration to issue refunds for two zoning permit applications – It was noted that Eric Thomas and Emily Fichter made applications to Valley Township for a fence and shed for 29 Washington Lane. Application fees in the amount of \$50 was paid for each zoning permit. It was discovered that this property is not in Valley Township and request was made to refund the application fees totaling \$50. After discussion regarding procedures and how to avoid this in the future, **Ms. Boyd made a motion, seconded by Ms. Yates, to refund the zoning application fees to Thomas and Emily Fichter in the total amount of \$100.00.** The motion passed unanimously.

Discussion regarding ribbon cutting ceremony for the Township Building – There was discussion regarding still planning a ribbon cutting ceremony for the Township Building. The consensus of the Board was to hold off due to the climbing COVID numbers but to possibly continue to explore a virtual tour of the building to be posted on the Township's website.

Discussion/consideration regarding A/V system for public meeting room – There was discussion to obtain additional quotes than the two received to date. **Ms. Yates made a motion, seconded by Ms. O'Doherty, to table any decision at this time.** The motion passed unanimously.

CITIZEN COMMENTS

None

There being no further business to discuss, the meeting was properly adjourned at 10:59 p.m.

Janis A. Rambo
Township Secretary