

VALLEY TOWNSHIP

Regular Session – Tuesday, APRIL 20, 2021 @ 7:30 P.M.

AGENDA

RULES & ORDER OF THE DAY - ROBERTS RULES

1. **CALL TO ORDER**
 - a. Silent Moment
2. **ANNOUNCEMENT OF MEETINGS/ACTIONS OF THE BOARD**
3. **CERTIFICATE OF COMMENDATION PRESENTATIONS**
4. **CITIZEN'S COMMENTS ON AGENDA ITEMS**
5. **APPROVE MINUTES AS WRITTEN – April 6, 2021**
6. **TREASURER'S REPORT**
7. **MOTION TO PAY BILLS**
8. **BOARD GENERAL COMMENTS (see page 2)**
9. **CITIZENS REQUEST TO BE ON THE AGENDA**
10. **EMERGENCY SERVICES DEPARTMENT REPORTS**
 - a. Police
 - b. Fire/EMS
11. **PLANNING COMMISSION REPORT**
12. **SOLICITOR'S REPORT**
13. **ENGINEER'S REPORT**
 - a. Discussion regarding 2022 CDBG application cycle
 - b. Discussion/consideration regarding authorization to advertise 2021 Road Program bids
 - c. Discussion/consideration regarding Task force for Lincoln Highway Corridor Master Plan
 - d. Engineer report review
14. **DEPARTMENT/COMMITTEE/AUTHORITY REPORTS**
 - a. Public Works
 - b. Administration
 - c. Codes
 - d. Safety
 - e. Parks & Recreation
 - f. Historic Committee
 - g. EAC
14. **MANAGER'S REPORT**
15. **OLD BUSINESS**
 - a. Discussion/consideration to proceed with water disconnections in May for delinquent accounts
 - b. Discussion/consideration regarding EAC vacant seat

16. **NEW BUSINESS**
 - a. Discussion/consideration to move remaining funds at PSDLAF (\$522,869.56 plus monthly interest to date) to PLIGIT General Fund Prime Account and close PSDLAF account
 - b. Consideration to remove Joy Hurst from probationary status effective May 1, 2021
17. **CITIZEN COMMENTS**
18. **ADJOURN**

General Comments/Upcoming Events

- Compost site open April 24, 2021 (10:00 am – 2:00 pm); May 8 & 22
- Drop off recycling of electronics has been suspended at the Township Building until the Building is reopened to the public
- Discount movie ticket sales is suspended until the Township Building is reopened to the public
- Mattress & TV pick-up – April 26, 2021 – pre-paid fees apply (must pay by Wednesday, 4/21)

2021 BULK TRASH COLLECTION DATES:

Monday, April 19 & Monday, September 13

Hayti, Quiet Village, Rainbow, Rock Run, West Lincoln Highway, Airport Road, Oakcrest & Meadowbrook

Monday, April 26 & Monday, September 20

Mineral Springs Road, Hilltop Lane, Country Club Valley, Valley Springs, Beacon Hill, Country Ridge, Valley Farms, Villages at Hillview

Monday, May 3 & Monday, September 27

Westwood area, Charles Street, Madison Street, Gap Road, Valley Crossing, Springbrook Village

MINUTES FOR APRIL 6, 2021
VALLEY TOWNSHIP BOARD OF SUPERVISORS

The first monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, April 6, 2021, via virtual meeting through *Go To Meeting*.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:50 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 6:00 p.m. to review real estate and litigation issues. Ms. Proctor also noted that the Board of Supervisors met in Executive Session following part-time police interviews on March 31, 2021.

BOARD GENERAL COMMENTS

Ms. Proctor reported that Vernon Garner was sworn in as a full-time police officer on April 5, 2021. Ms. Proctor noted that on the website is a monthly Newsletter for April which includes the monthly meeting dates for the month, the bulk collection dates, information regarding the Community Clean Up Day, and the street sweeping dates. The intent is to post a monthly one-page newsletter and two mailed newsletters during the year.

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 16, 2021, Board of Supervisors Meeting. The motion passed unanimously.

APPROVE PAYMENT OF BILLS

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

EMERGENCY MANAGEMENT MONTHLY REPORT

No report was provided/given.

CITIZEN'S REQUEST TO BE ON THE AGENDA

Toni Morton, HHS – Ms. Morton stated to keep the concept of a museum and community center at the former Passtown School at 890 West Lincoln Highway, she again asked to be placed on the agenda. She advised that it is difficult for the Hayti Historical Committee to work fundraising and costs for the building when they do not have site control. Ms. Morton requested that the Board of Supervisors transfer ownership of the building to the HHS for \$1.00. The consensus of the Board is that they are not in a position this evening to consider the request.

Ms. Sundquist requested that they put their request in writing regarding what they want now and what they would want later. She also requested documentation for the formation of the HHS and other information such as their Articles of Incorporation, Bylaws, and proof of their non-profit status.

SOLICITOR'S REPORT

Ms. Sundquist reported that she is working with Township administration and Pennoni on development and personnel items.

OLD BUSINESS

Discussion regarding Oakcrest Phase 2 outstanding punch list – Mr. Ellis reviewed the remaining punchlist work for Oakcrest 2. He stated in 2019 there were 156 items and as of December 2020, 80% of the work has been completed; however, several significant items remain: pedestrian bridge/sidewalk; detention basin; and restoration of open space on West Chestnut Street. He noted that a new construction manager and new site contractors have been hired by the developer and a meeting was held on March 26. The construction manager reported that he is in the process of getting the new contractor(s) under contract and a schedule for the punchlist work will be developed. It is their goal to be complete this summer.

Comments were received by a participant under the sign in name of “FTraeger” using the “typed” comments as he was not participating with audio. He expressed his concerns regarding the pedestrian bridge and sidewalk for safety and felt this would further result in increased ATV vehicles trying to use the bridge. It was noted that bollards would be placed that would make access by vehicles prohibitive. “FTraeger” also questioned the vote/survey by the Oakcrest residents that did not want the bridge. Ms. Sundquist noted that the “survey” was done through a mechanism such as “Survey Monkey” which did not meet the requirements of the Uniform Planned Community Act (UPCA). Guidelines for such a vote are outlined under the UPCA; however, it would still require the agreement of the Township and a legal process through the HOA which is a very complex process.

ENGINEER'S REPORT

Discussion/consideration to accept Valley Square's Development, LP's request to amend the waiver/modification of Section 304.8 to grant a further extension of the timeframe to record the Valley Suburban plans up to and including December 14, – Representing Valley Square Development were Paul Leppard, Paige Maz, Richard Natow, Craig Lewis, and Bret Altman. The project history/status was reviewed and the impacts and hurdles over the last year with COVID. They noted that they are still working with PennDOT for the issuance of the Highway Occupancy Permit. Ms. O'Doherty noted that December was still quite a bit in the future and inquired if the HOP could possibly be issued by the current extension of June 14, 2021. Mr. Lewis restated they are eager to move forward but they do not believe they will be able to get the plans recorded by the current June deadline. Mr. Leppard noted that revised HOP plans were submitted about two weeks ago and review comments could be at least another three weeks. Ms. Sundquist recommended that this request be revisited at the May 4 meeting to see if they have heard back from PennDOT by then.

Ms. Morton of the Hayti Historical Society inquired when the development begins, would it create jobs for people in the community. Mr. Leppard advised that the next step would be for the project to be assigned to a builder so he could not speak on behalf a builder yet to be chosen. Mr. Ellis noted that this is a three-lot subdivision, and that the land development currently approved is for Phase 1, for the development of the townhouses.

The consensus of the Board was to table any decision regarding the extension to record the Valley Suburban Plan to the May 4, 2021, meeting.

At this time, Ms. Sundquist departed the meeting.

Discussion/consideration to approve Payment Application #4 to Marino Corporation for Concord Street Project in the amount of \$104,640.09. – Mr. Ellis reported that the final paving was done today and there is a possibility that the road may be opened as early as April 9, weather permitting. Based on the recommendation of the Township Engineer, **Ms. Boyd made a motion, seconded by Ms. Yates, to approve Payment Application #4 to Marino Corporation for Concord Street Project in the amount of \$104,640.09.** The motion passed unanimously.

Discussion regarding 2021 Road Program and Road Striping – Mr. Ellis provided suggested stripping and road paving options. Ms. O'Doherty inquired about the durability of waterborne versus thermoplastic for stripping. Mr. Ellis advised waterborne is approximately two years and thermoplastic is five years. Also discussed were options to improve safety such as rumble strips and/or reflectors. There was discussion regarding stormwater issues on West Chestnut Street (Second Avenue to West Lincoln Highway). It was noted that additional inlets would be necessary on West Lincoln Highway. Mr. Piersol recommended to obtain pictures in order to contact PennDOT to try and get this on their maintenance program. Options for road paving was reviewed. After discussion, the consensus of the Board was for Pennoni to proceed with the scope development and to add the next agenda for consideration to proceed.

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. The following items from the report were reviewed:

- Water/Sewer Asset Sale – Mr. Ellis reported that settlement date is on track for a November 4 closing.

At this time, Mr. Ellis departed the meeting.

MANAGER'S REPORT

Mr. Piersol reported at the present time, the 2020 EIT tax return deadline for local EIT which is filed through Keystone Collections is still April 15. He also reported on attending, virtually, the Second Century Alliance update meeting. He also attended a pension update for the Township's uniform and non-uniform plans. He noted that a resident donated a print of the signing of the Constitution for display at the Township Offices.

NEW BUSINESS

Discussion/consideration to remove Larry Brickus from probationary period – **Ms. O'Doherty made a motion, seconded by Ms. Boyd, to remove Larry Brickus from probationary period.** The motion passed unanimously. The Board noted the good job that Mr. Brickus is doing for the maintenance of the Township Building.

Consideration to accept resignation of Kate Kelly from the EAC – **Ms. Yates made a motion, seconded by Mr. Leidy, to accept the resignation of Kate Kelly from the EAC due to her relocation from the Township.** The motion passed unanimously.

Consideration regarding filling the vacant seat on the EAC – Mr. Piersol noted that Shawn Leonard had advised that he was interested in any opening that the Township may have. Ms. Yates was asked to reach out to Mr. Leonard to ensure his willingness to serve on the EAC and the appointment could be placed on the next meeting agenda.

Consideration to adopt a Resolution amending the Non-Permit Fee Schedule – A revised Non-Permit Fee Scheduled was presented for consideration to add a fee for Act 22 fees (police

recordings of body cams and/or dashcams if applicable) in the amount of \$100.00, the Vacant Property Fee of \$250.00, and to modify the Conditional Use Hearing fees to \$3,000.00 for all uses. **Mr. Leidy made a motion, seconded by Ms. O’Doherty, to adopt Resolution 2021-12, a resolution adopting the Non-Permit Fee Schedule.** The motion passed unanimously.

Consideration to authorize conditional offers of employment for part-time police officers – **Mr. Leidy made a motion, seconded by Ms. Yates, to proceed to offer two part-time police officer candidates conditional offers of employment contingent upon satisfactory background check, psychological evaluation, drug screening and physical.** The motion passed unanimously.

CITIZEN COMMENTS

Lauren Young, 1046 Front Street – Ms. Young commented on the continued dirt bike/ATVs on the streets throughout the day. She noted that she is a nurse who works night shift. She said that these bikes/ATVs are out all day long and are getting worse. The noise prevents her from being able to sleep as well effecting the quality of life to be able to even sit out on their front porch. Allison Roelofs, 1075 Front Street, agreed with Ms. Young’s statements. She added that she does not believe that the people operating these bikes are old enough to be on the road. Ms. Young added that she is surprised that no one has gotten hurt noting how they ride these vehicles to include doing “wheelies” and the speed. Ms. Roelofs added that there are a lot of “walkers” in the neighborhood as well. Gerald Davis, 833 Lafayette Street, noted that they are also on his street and surround roads and he believes that they originate from the 900 block of Lafayette Street. Mr. Piersol asked if anyone can provide any specifics to include description of the vehicle(s), clothing, helmet, and any description of the drivers (such as age, race, body type, etc.).

The Board advised that they will continue to bring these complaints to the Police Department.

There being no further business to discuss, the meeting was properly adjourned at 10:18 p.m.

Janis A. Rambo
Township Secretary

VALLEY TOWNSHIP, CHESTER COUNTY

Treasurers Report for the Period Ended March 31, 2021

GENERAL FUND				
BEGINNING BALANCE				\$ 1,880,164.36
	Cash Receipts	\$ 358,294.17		
	Expenditures		\$ (449,916.82)	
ENDING BALANCE				\$ 1,788,541.71
PAYROLL FUND				
BEGINNING BALANCE				\$ 117,760.85
	Cash Receipts	\$ 119,617.51		
	Expenditures		\$ (119,408.43)	
ENDING BALANCE				\$ 117,969.93
SEWER FUND				
BEGINNING BALANCE				\$ 187,928.06
	Cash Receipts	\$ 206,139.17		
	Expenditures		\$ (114,042.02)	
ENDING BALANCE				\$ 280,025.21
WATER FUND				
BEGINNING BALANCE				\$ 384,121.08
	Cash Receipts	\$ 51,988.07		
	Expenditures		\$ (55,347.24)	
ENDING BALANCE				\$ 380,761.91
FIRE TAX FUND				
BEGINNING BALANCE				\$ 104,780.32
	Cash Receipts	\$ 21,803.43		
	Expenditures		\$ (34,400.00)	
ENDING BALANCE				\$ 92,183.75
AMB/EMS FUND				
BEGINNING BALANCE				\$ 70,955.20
	Cash Receipts	\$ 20,089.85		
	Expenditures		\$ -	
ENDING BALANCE				\$ 91,045.05
STATE FUND (Liquid Fuels)				
BEGINNING BALANCE				\$ 84,326.94
	Cash Receipts	\$ 228,315.98		
	Expenditures		\$ (20,604.65)	
ENDING BALANCE				\$ 292,038.27
OAKCREST MAINTENANCE				
BEGINNING BALANCE				\$ 299,083.70
	Cash Receipts	\$ -		
	Expenditures		\$ -	
ENDING BALANCE				\$ 299,083.70
ESCROW ACCOUNTS				
BEGINNING BALANCE				\$ 131,651.76
	Cash Receipts	\$ 0.01		
	Expenditures		\$ -	
ENDING BALANCE				\$ 131,651.77
TOTAL BALANCE				
BEGINNING BALANCE				\$ 3,260,772.27
	Cash Receipts	\$ 1,006,248.19		
	Expenditures		\$ (793,719.16)	
ENDING BALANCE				\$ 3,473,301.30

TREASURERS REPORT TRANSACTIONS

MARCH 2021

<u>General Fund</u>	<u>Beginning</u>	<u>Deposits</u>	<u>Disbursements</u>	<u>Ending</u>
Prosper-General Fund #1612	690,736.96	358,264.16	(449,916.82)	599,084.30
PLGIT-General Fund #0018	666,562.19	25.66	0.00	666,587.85
PSDLAF-General Fund Capital Reserve #0201	522,865.21	4.35	0.00	522,869.56
Total	1,880,164.36	358,294.17	(449,916.82)	1,788,541.71
<u>Payroll Fund</u>				
Prosper Bank-Payroll Fund #1646	117,760.85	119,617.51	(119,408.43)	117,969.93
	117,760.85	119,617.51	(119,408.43)	117,969.93
<u>Sewer Fund</u>				
Prosper Bank-Sewer Checking #1620	187,742.54	206,139.17	(114,042.02)	279,839.69
PLGIT-Sewer Fund #0047	185.52	0.00	0.00	185.52
Total	187,928.06	206,139.17	(114,042.02)	280,025.21
<u>Water Fund</u>				
Prosper Bank-Water Checking #1638	384,000.77	51,988.07	(55,347.24)	380,641.60
PLGIT-Water Fund #0021	120.31	0.00	0.00	120.31
Total	384,121.08	51,988.07	(55,347.24)	380,761.91
<u>Fire Tax Fund</u>				
Prosper Bank-Fire Tax Checking #1844	74,405.54	21,798.89	(34,400.00)	61,804.43
Prosper Bank-Fire Tax Capital #1950	30,374.78	4.54	0.00	30,379.32
Total	104,780.32	21,803.43	(34,400.00)	92,183.75
<u>AMB/EMS Tax Fund</u>				
Prosper Bank-AMB/EMS Tax Checking #1851	70,803.33	20,089.85	0.00	90,893.18
Prosper Bank-AMB/EMS Tax Capital #1943	151.87	0.00	0.00	151.87
Total	70,955.20	20,089.85	0.00	91,045.05
<u>State Fund</u>				
PLGIT-State Fund #0034	84,326.94	228,315.98	(20,604.65)	292,038.27
	84,326.94	228,315.98	(20,604.65)	\$ 292,038.27
<u>Oakcrest Maintenance</u>				
Prosper Bank-Oakcrest Maintenance Checking #2479	299,083.70	0.00	0.00	299,083.70
	299,083.70	0.00	0.00	299,083.70
<u>Escrow Accounts</u>				
Key Bank-DHLP Meadowbrook LP Valley #9874	4,095.00	0.00	0.00	Q 4,095.00
Key Bank-ESC Agt for Valley Xing 4 Snow Re #9785	9,305.47	0.00	0.00	Q 9,305.47
Key Bank-ESC Agt for Valley Xing 4 #9793	23,660.10	0.00	0.00	Q 23,660.10
Key Bank-ESC Agt for Valley Crossing Dev #9815	405.02	0.01	0.00	Q 405.03
Key Bank-ESC Agt for Milestone land Devop #9831	55,404.39	0.00	0.00	Q 55,404.39
Key Bank-ESC Agt for Sterling Constructio #9858	25,798.85	0.00	0.00	Q 25,798.85
Key Bank-ESC Agt for Beacon Hill Phase 3 #9866	2,126.07	0.00	0.00	Q 2,126.07
Key Bank-ESC Agt for L&R Acquis #9882	10,856.86	0.00	0.00	Q 10,856.86
	131,651.76	0.01	0.00	131,651.77
Total	3,260,772.27	1,006,248.19	(793,719.16)	3,473,301.30

TREASURERS REPORT TRANSACTIONS

March 2021

	BALANCE PER BOOKS As of 3/31/2021	BALANCE PER BOOKS As of 3/31/2020	DIFFERENCE
<u>General Fund</u>			
Prosper-General Fund #1612	\$ 599,084.30	\$ 1,235,924.28	\$ (636,839.98)
PLGIT-General Fund #0018	666,587.85	1,163,411.50	(496,823.65)
PSDLAF-General Fund Capital Reserve #0201	522,869.56	1,536,331.68	(1,013,462.12)
Total	1,788,541.71	3,935,667.46	(2,147,125.75)
<u>Payroll Fund</u>			
Prosper Bank-Payroll Fund #1646	117,969.93	113,516.44	4,453.49
Total	117,969.93	113,516.44	4,453.49
<u>Sewer Fund</u>			
Prosper Bank-Sewer Checking #1620	279,839.69	(90,438.72)	370,278.41
PLGIT-Sewer Fund #0047	185.52	185.15	0.37
Total	280,025.21	(90,253.57)	370,278.78
<u>Water Fund</u>			
Prosper Bank-Water Checking #1638	380,641.60	307,787.42	72,854.18
PLGIT-Water Fund #0021	120.31	120.15	0.16
Total	380,761.91	307,907.57	72,854.34
<u>Fire Tax Fund</u>			
Prosper Bank-Fire Tax Checking #1844	61,804.43	40,222.58	21,581.85
Prosper Bank-Fire Tax Capital #1950	30,379.32	30,305.79	73.53
Total	92,183.75	70,528.37	21,655.38
<u>AMB/EMS Tax Fund</u>			
Prosper Bank-AMB/EMS Tax Checking #1851	90,893.18	49,381.03	41,512.15
Prosper Bank-AMB/EMS Tax Capital #1943	151.87	151.86	0.01
Total	91,045.05	49,532.89	41,512.16
<u>State Fund</u>			
PLGIT-State Fund #0034	292,038.27	432,507.17	(140,468.90)
Total	292,038.27	432,507.17	(140,468.90)
<u>Oakcrest Maintenance</u>			
Prosper Bank-Oakcrest Maintenance Checking #2479	299,083.70	-	299,083.70
Total	299,083.70	-	299,083.70
<u>Escrow Accounts</u>			
Key Bank-DHLP Meadowbrook LP Valley #9874	4,095.00	4,095.00	-
Key Bank-ESC Agt for Valley Xing 4 Snow Re #9785	9,305.47	9,305.47	-
Key Bank-ESC Agt for Valley Xing 4 #9793	23,660.10	23,660.10	-
Key Bank-ESC Agt for Valley Crossing Dev #9815	405.03	404.97	0.06
Key Bank-ESC Agt for Milestone land Devep #9831	55,404.39	55,404.39	-
Key Bank-ESC Agt for Sterling Constructio #9858	25,798.85	25,798.85	-
Key Bank-ESC Agt for Beacon Hill Phase 3 #9866	2,126.07	2,125.81	0.26
Key Bank-ESC Agt for L&R Acquis #9882	10,856.86	10,856.86	-
Total	131,651.77	131,651.45	0.32
Total	\$ 3,473,301.30	\$ 4,951,057.78	\$ (1,477,756.48)

VALLEY TOWNSHIP BILLS

ALL BILLS - APRIL 20, 2021			\$434,888.80
GENERAL FUND	GL ACCT #	DESCRIPTION	\$102,429.94
ADVANTAGE PRINT & DESIGN LLC	01.406.3400	BUSINESS CARDS (25 SETS)	\$587.50
ALLIED BRANDYWINE	01.430.4100	SOIL & STRAW - LAWN RESTORATION (SNOW)	\$75.00
AFSCME HEALTH & WELFARE FUND	01.487.1990	VISION PREMIUM	\$76.50
	01.487.1981	DENTAL PREMIUM	\$1,082.90
AMTRUST	01.484.0000	WORKERS COMP PREMIUM INSTALLMENT	\$8,165.00
BBD	01.402.3110	2020 DCED AUDIT PROFESSIONAL FEES	\$5,200.00
BGA&F	01.405.3100	TREASURER/FINANCE OVERSIGHT SERVICES	\$3,948.50
BRUCE MANNING	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$50.00
CHESTER COUNTY SOLID WASTE AUTHORITY	01.400.3670	TIPPING FEE - WEEK OF 4/7/2021	\$3,211.26
COMCAST BUSINESS	01.409.3250	INTERNET - MAINTENANCE GARAGE	\$113.35
COMMONWEALTH OF PENNSYLVANIA	01.446.4200	ANNUAL MS4 PERMIT FEE	\$500.00
DENNY BEMENT	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$50.00
E. B. O'REILLY SERVICING CORP	01.409.3720	SERVICE CALL 2/19/2021 - NO HEAT	\$230.00
E. L. CARPENTER REPAIR	01.427.3750	TRK #6 - INSPECTION & REPAIRS	\$608.27
FORMAX	01.427.2200	PRESSURE SEALER ANNUAL MAINT CONTRACT	\$277.34
HILL INTERNATIONAL	01.409.6600	CONSULTANT FEES - MARCH 2021	\$542.50
HILL INTERNATIONAL	01.409.6600	CONSULTANT FEES - FEBRUARY 2021	\$775.00
HOME DEPOT CREDIT SERVICES	01.430.4100	MAILBOX REPLACEMENT - SNOW STORM DAMAGE	\$54.61
	01.409.3720	DOOR LEVER FOR MAINT GARAGE	\$19.97
	01.430.2540	MISC. SHOP SUPPLIES	\$90.83
HUNTER KESTONE PETERBILT, L.P.	01.426.3750	TRK #13 - SERVICE, DEF CONTAMIN, SENSOR ...	\$1,487.58
IMPERIAL BAG & PAPER CO. LLC	01.409.2200	HAND TOWELS, TRASH BAGS	\$316.16
JAMES C. DRUECKER	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$50.00
KEEN COMPRESSED GAS CO	01.430.2450	CYLINDER RENTAL	\$14.06
LESLIE SIEBERT	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$90.00
MAIL MORE SERVICES	01.409.2200	POSTAGE/TRACKING MAILING	\$49.31
	01.413.2400	STAMP FOR CODES DEPARTMENT	\$49.95
MARK A ECKBOLD GENERAL CONSULTING	01.409.7300	HANGING OF FIRE EXT, FIRST AID KITS, BBOARDS	\$795.00
McNEILUS TRUCK & MFG COMPANY	01.427.3750	TRK #6 - REPLACE ALL MOUNTING HARDWARE	\$1,712.58
NAPA	01.409.3720	BATTERIES FOR TWP BLDG GENERATOR	\$616.34
	01.409.3720	CREDIT FOR CORE DEPOSIT FOR BATTERIES	\$144.00
NAPA	01.426.3750		\$329.28
	01.427.3750	PALLET OF DEF FLUID	\$329.28
	01.430.3750		\$329.28
OBERMAYER	01.404.3100	MONTHLY RETAINER - ASSET SALE	\$2,500.00
PARADISE TRUCK TIRE SPECIALISTS, INC.	01.426.3750	TRK #13 - TIRES/DISMOUNT/MOUNT, DISPOSAL	\$1,538.00
PECO	01.409.3610	POLE AT 1145 W LINCOLN HWY	\$120.81
PENNONI ASSOCIATES	VARIOUS	SEE ATTACHED	\$16,111.25
PENNSYLVANIA ONE CALL SYSTEM	01.430.2200	MONTHLY FEE & 2020 ANNUAL CREDIT	\$3.42
QUADIENT LEASING	01.406.3740	QUARTERLY POSTAGE MACHINE LEASE	\$494.97
READYREFRESH	01.406.2100	BOTTLED WATER SERVICE	\$36.31
RHOADS ENERGY	01.410.2310	FUEL - POLICE	\$1,330.18
	01.413.2310	FUEL - CODES	\$0.00
	01.427.2320	DIESEL - TRASH	\$909.81
	01.426.2320	DIESEL - RECYCLING	\$1,007.52
	01.430.2320	DIESEL - ROADS	\$616.23
	01.430.2310	FUEL - ROADS	\$101.14

ROTHWELL DOCUMENT SOLUTIONS	01.406.3740	QUARTERLY MAINENANCE CONTRACT	\$1,148.53
RUBINSTEIN'S OFFICE SUPPLIES & FURNITURE	01.413.2400	MAGNETIC POCKET - CODES DEPT	\$31.86
	01.406.2100	POST IT NOTES, GEN OFFICE SUPPLIES	\$29.42
RUBINSTEIN'S OFFICE SUPPLIES & FURNITURE	01.413.2400	FILE PACKETS - CODES DEPT	\$28.65
	01.406.2100	RECEIPT BOOKS	\$47.70
TAMARKIUS A ROBY	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$50.00
TOM BURT	01.414.1100	PLANNING COMMISSION ATTENDANCE	\$50.00
TREFZ MECHANICAL INC.	01.409.3720	TROUBLE SHOOT CALL 1/27 - FAILED BLOWER MOTOR SERVICE CALL	\$891.00
TREFZ MECHANICAL INC.	01.409.3720	1/29 - THERMOSTAT & PRESSURE SWITCH REPLACED	\$643.50
UNIFIRST	01.430.2380	UNIFORM EXPENSE - WEEK OF 4/9/2021	\$96.44
UNRUH TURNER BURKE & FREES	VARIOUS	MONTHLY LEGAL FEES - SEE ATTACHED	\$8,469.72
VALERIE DILUIGI	01.406.3200	FINAL WEBSITE POSTING (1Q 2021)	\$120.00
GENERAL FUND EARLY PAY			
AMERIFLEX	01.487.1980	HRA TRANSACTIONS (4/1 - 4/16/2021)	\$180.18
AMERIFLEX	01.487.1980	MONTHLY ADMINISTRATION FEE	\$98.60
PENNSYLVANIA MUNICIPAL HEALTH INS COOP	01.487.1960	HEALTH INSURANCE PREMIUM DUE	\$40,119.42
VALLEY TOWNSHIP AMBULANCE/EMS TAX FUND	01.230.0400	TAX LIEN DEPOSIT TRANSFER	\$869.46
VALLEY TOWNSHIP FIRE TAX FUND	01.230.0300	TAX LIEN DEPOSIT TRANSFER	\$676.73
SEWER FUND			\$285,070.62
BBD	08.429.3110	2020 DCED AUDIT	\$2,550.00
FORMAX	08.429.3720	PRESSURE SEALER MAINT AGREEMENT	\$277.33
M&B ENVIRONMENTAL, INC.	08.429.3720	OPERATIONS CONTRACT	\$1,077.48
M&S SERVICE COMPANY INC.	08.429.3720	RH1 - OVERLOAD; RH2 - OFFLINE	\$375.00
PA AMERICAN WATER	08.429.3800	ROUNDHILL PUMP STATION 1	\$42.09
PA AMERICAN WATER	08.429.3800	ROUNDHILL PUMP STATION 2	\$53.48
PA AMERICAN WATER	08.429.3800	WASTEWATER	\$281,740.85
PECO	08.429.3610	VALLEY RD/STRODE AVE PUMP STATION	\$9.09
PECO	08.429.3610	WILLIAMS WAY PUMP STATION	\$754.09
PECO	08.429.3610	HIGHLANDS/FOX CHASE PUMP STATION	\$116.06
	08.429.3130	COUNTRY RIDGE PS WQM PERMIT	\$3,813.50
PENNONI ASSOCIATES INC.	08.429.3130	SEWERGE FACILITIES/GENERAL ENGINEERING	\$1,811.50
PIPE DATA VIEW	08.429.3720	LOCATE MANHOLE/TELEWISE	\$650.00
VERIZON	08.429.3210	ROUNDHILL PUMP STATION 1	\$137.08
VERIZON	08.429.3210	HIGHLANDS/FOX CHASE PUMP STATION	\$57.65
VERIZON	08.429.3210	COUNTRY RIDGE PUMP STATION	\$57.75
WATER FUND			\$11,020.01
BBD	06.448.3130	2020 DCED AUDIT	\$2,550.00
FORMAX	06.448.3720	PRESSURE SEALER MAINT AGREEMENT	\$277.33
	06.448.3100	OPERATIONS CONTRACT/METER READING	\$1,413.41
M&B ENIRONMENTAL, INC.	06.448.3720	LABOR HOURS/EMERGENCY CALLS	\$402.51
MICHAEL D. MONTGOMERY	06.448.3720	METER INSTALL - 22 PHINEAS LANE	\$75.00
PECO	06.448.3610	WATER TOWER	\$33.85
PENNONI ASSOCIATES INC.	06.448.3130	VARIOUS WATER REPORTS/GEN ENGINEERING	\$9,606.50
VERIZON	06.448.3210	CIRCUIT FROM WATER TOWER TO WATER PLANT	\$208.33
STATE FUND			\$1,636.38
PECO	35.434.3610	STREET LIGHTS	\$1,636.38

PAYROLL FUND			\$2,356.85
AFLAC	90.489.2000	EMPLOYEE PREMIUM PAYMENT	\$544.60
PAYROLL FUND EARLY PAY			
PENNSYLVANIA MUNICIPAL HEALTH INS COOPERATIVE	90.489.2000	EMPLOYEE HEALTHCARE CONTRIBUTION	\$1,812.25
AMBULANCE/EMS TAX FUND			\$32,375.00
WESTWOOD AMBULANCE DIVISION	04.412.5000	2Q 2021 DONATION	\$32,375.00
FIRE TAX FUND			\$0.00

Pennoni - #064		-	
INVOICE DATED 4/1/2021		-	
	Invoice #	Amount	Description
01.408.3130	1065474	\$1,706.00	Consultation - General
01.408.3130	1065466	\$105.75	General - London Tract
01.414.3130	1065475	\$768.00	Consultation - Planning Commission
01.414.3130	1065470	\$397.00	Consultation - Zoning & Codes
01.408.3130	1065488	\$678.00	Wastewater System Valuation Support
01.408.3130			Sewer Engineering Assessment (sale/VT portion)
01.408.3130			Water System Engineering Assessment (sale/VT portion)
01.408.3130	1065492	\$431.25	Water System Valuation Support
01.439.6110			North Park Avenue Storm Sewer
01.438.3130			Hemlock Ave Bridge Rehab
01.408.3130			CDBG Grant - Bradley Avenue Bridge
01.408.3130			CDBG Grant - Valley Crossing SWM Basin
01.408.3130			Lincoln Hwy Corridor Plan VPP Grant
01.408.3130			CDBG Grant - Wagontown Road 2020
01.408.3130	1065484	\$92.75	MTG Grant - Wagontown Road
01.438.3130			Hemlock Ave Bridge Construction Phase
01.438.3130			Hemlock Ave Bridge Precast Inspections
01.408.3130	1065469	\$681.50	New Twp. Municipal Bldg
01.408.3130	1065483	\$2,125.25	Concord Street Reconstruction
01.408.3130			Hillview Legal Matters
01.446.3130	1065477	\$2,612.00	Pugh Stormwater Feasibility
01.438.3130	1065476	\$1,846.25	Roads Consultation
01.438.3130	1065479	\$64.00	2020 Road Program
01.446.3130			Valley Crossing SWM Growing Greener Grant
01.446.3130			Stormwater Engineering
01.446.3130			2020 MS4 Report
01.446.3130	1065478	\$35.25	Westwood Park Drainage Improvements
01.248.2800			Airport Hangar PreApplication
248.0260			1037 Manor Road Retaining Wall
248.2730			Valley View Lot 6 Pre-Application (GA Vietri)
200.5420			London Tract
200.5435	1065467	\$1,481.75	Oakcrest Phase 2 /Highview at Brandywine
200.5435			Oakcrest Phase 2 / Lot Inspections
200.5430			Oakcrest-Infrastructure
200.5820	1065481	\$85.25	Valley View Lot 6 Construction - Vietri
200.5830	1065482	\$50.00	Valey View Lot 7 Construction - Little Red Dog
200.5713			Valley View Lot 8 Grading Permit
248.0110			Valley View Pump Station
200.5632	1065471	\$35.25	Valley Suburban Center
200.5725	1065480	\$412.75	Micronic Manufacturing Land Develop Plan
248.2760	1065485	\$908.00	Precision Welding C/U/H
200.5841	1065486	\$1,392.75	Airport Stormwater Pavement Rehab
	1065487	\$202.50	Airport Expansion - Prelim Land Develop Plan
200.5840			Airport Concept Master Sketch Plan
200.5714			Valley View Lot 5-Construction Phase
248.2750			Little Red Dog/Cigas Machine Shop

Pennoni - #064		-	
INVOICE DATED 4/1/2021		-	
		-	
TOTAL General FEES/ESCROWS		\$16,111.25	
WATER FUND FEES		-	
06.448.3130	1065491	\$3,314.75	Chapter 94 Report
06.448.3130	1065494	\$524.00	2020 DRBC Water Audit
06.448.3130	1065493	\$4,894.00	2020 Annual Water Report
06.448.3130			PADEP Subsidiary Permit Application
06.448.3130			2019 Annual Water Report
06.448.3130	1065473	\$873.75	Water System Maintenance
Total Water Fund Fees		\$9,606.50	
		-	
SEWER FUND FEES		-	
08.429.3130	1065489	\$3,813.50	Country Ridge Pump Station WQM Permit
	1065472	\$1,811.50	Sewerage Facilities
	Total	\$5,625.00	
		\$31,342.75	

UNRUH TURNER BURKE & FREES INVOICE BREAKDOWN

March 31, 2021

		March
01.404.3100	Bidding & Contracts	
01.404.3100	Devon /London Tract	\$746.70
01.404.3100	Finance	\$74.00
01.404.3100	General	\$1,757.50
01.404.3100	C/U/H - Precision Welding	
01.404.3100	Michael Sherman McCoy	
01.404.3141	Litigation (Airport Diner Collections)	
01.404.3141	Litigation (Ansari)	\$92.50
01.404.3100	New Township Building	\$1,507.02
01.409.7308	Township Roof Remediation	
01.404.3100	Ordinances	
01.404.3140	Personnel	\$1,924.00
01.404.3100	Right To Know	\$370.00
01.404.3100	Sewer System Valuation	\$1,091.50
01.404.3100	Enforcement	\$74.00
01.404.3100	Police	\$666.00
01.404.3100	Tax Assessment	\$74.00
01.404.3140	Zoning	
ESCROWS		
01.248.2710	AMYCEL	
01.200.5430	Oakcrest	
01.200.5435	Oakcrest II	
01.200.5632	Valley Suburban Center	\$92.50
01.248.2750	Lot 7 - updated application	
01.248.2750	Little Red Dog/Cigas Machine Shop-7	
01.248.2730	G. A. Vietri - pre-submission review	
01.248.2740	G. A. Vietri - land development	
01.248.2720	Lot 7/All County Partnership	
TOTAL GENERAL FUND		\$8,469.72



WESTWOOD FIRE COMPANY

EMS Report – March, 2021
Valley Township



102 Total Responses

79 Total Responses, Valley Township

Call Types – Valley Township

Medical	53
Fall	12
Fire Stand-By	4
Vehicle Accident	4
Injured Person	3
Cardiac Arrest	2
Overdose	1

Other Statistics

Billed Mileage	359.1
Hours in Service	74.15

Wagontown Division Calls: 209
Wagontown Division Calls – Valley Township: 16

John Sly – EMS Administrator



Westwood Fire Company

Fire Chief's Report

March, 2021

Total Calls For March

30

Total Calls For March – Valley Township

18

Call Types – Valley Township

Assist EMS	5
Vehicle Accident	4
Investigation	3
Carbon Monoxide Incident	3
Automatic Fire Alarm	1
Building Fire	1
House Fire	1

Total Time in Service: 19 hours, 29 minutes

Total Manpower: 140 (*average 4 per call*)

Michael McWilliams – Fire Chief

**VALLEY TOWNSHIP
ENGINEER'S REPORT**

for April 20, 2021

1. **Highview Subdivision (formerly Oakcrest Phase 2)** – We provided comments on the revised design submission on the pedestrian bridge and footings to the developer, and we are awaiting a follow-up review meeting with the bridge design engineer to be scheduled. We coordinated with the developer's construction manager and Township staff on sanitary sewer cleaning & televising and fire hydrant water usage for that work. The work is scheduled for April 19 and 20. We also performed E&S inspections and communicated with the Township about E&S deficiencies. The developer's team was notified to correct the deficiencies by April 16. They responded that they will be addressing the deficiencies, but no work has been performed as of April 15. We are awaiting a schedule from them.
2. **Valley View Business Park Lot 6 (Vietri)** – We performed inspections during the parking lot subgrade proofrolling and paving and during installation of storm sewers for the detention basin.
3. **Valley View Business Park Lot 7 (Little Red Dog c/o Craig Cigas)** – We performed inspections of the foundations for light poles. We also notified the contractor of the need to sweep/clean sediment off of Washington Lane and Waverly Blvd from their concrete trucks, and the contractor will be implementing additional E&S controls to mitigate sediment on roads from upcoming concrete placements. There are 3-4 more concrete placements for the building floor that are expected to be completed by April 23, weather permitting.
4. **Valley View Business Park Lot 8** – We reviewed the first Preliminary Land Development Plan submission and issued a comment letter. We met virtually with the applicant and design consultant thereafter to discuss the comments. They will revise and resubmit Preliminary Land Development Plans accordingly.
5. **Airport** – There are three recent submissions:
 - A. A stormwater management and grading permit plan application was submitted for the reconstruction of existing pavement and replacement of existing storm sewers around the existing T-Hangars. The application has been reviewed, and a comment letter will be issued.
 - B. We completed review of the first Preliminary Land Development Plan submission for the Airport expansion and issued a comment letter. We attended two virtual meetings thereafter with the applicant and design consultant to discuss the comments. We anticipate they will submit a revised Preliminary Land Development Plan for the June Planning Commission meeting.
 - C. An additional grading permit application was reviewed for re-paving and storm sewer reconstruction of the taxiway/apron in front of several hangars. We previously reported that no comments were expected; however, upon submission of legible plans, we have asked the applicant to confirm the replaced storm sewer pipes will have adequate capacity due to shallower slopes than existing.
6. **Valley Suburban Center** – We previously reviewed a plan of the proposed access drive connections from proposed Walter Johnson Blvd into the Township Municipal Complex. After further discussion with the Township, it was determined that the preferred location of the sidewalk tie-in is the north side of the new access drive. This decision was submitted to the design consultant for their use in finalizing the access drive design. Additionally, PennDOT provided a minor comment on the most recent HOP drainage permit

application, and the design consultant submitted a response. We are inquiring about the status of the other HOP applications for the roadway improvements and utilities.

7. **Micronic Manufacturing** – The revised Land Development plan submission is currently under review.
8. **Township Municipal Complex** –
 - A. We submitted a concept sketch of the proposed Lincoln Hwy center left turn lane line striping to PennDOT for review.
 - B. PennDOT indicated their speed study along Lincoln Hwy would be complete by late April.
9. **Concord Street Reconstruction** – Marino Construction has completed all major construction work, and the road has been re-opened to the public. We performed inspections during the final paving, and we conducted a punchlist walkthrough. There are minor items for correction including cleanout of inlet and manhole debris, road and curb backing yard touch-ups, and adjustment of the baffle wall elevation in one inlet. Marino is currently planning to address these items the week of April 19. They also repaired a fence that was reported by a resident to have been damaged during construction.
10. **2021 Road Program** – We performed field visits and quantity measurements, and we developed proposed rehabilitation scopes and updated cost opinions, which were submitted to the Township for consideration and authority to advertise. We recommend pavement cores be conducted along W. Chestnut St as noted in our updated cost opinion submission email. We can then determine the final scope, submit to PennDOT, and put the projects out to bid. The road paving and line striping will be solicited separately.
11. **359 E. Glencrest Rd/Millview Basin Drainage** – No activity since our last report. There is a coordination meeting scheduled with the property owner on April 22.
12. **Valley Crossing Stormwater Basin and Swale Rehab** – No activity since our last report. The required PADEP Growing Greener grant award documentation was previously sent to PADEP for their review.
13. **Wagontown Road PennDOT MTF Grant Application** – No activity since our last report. PennDOT indicated they will make awards on the Multimodal Transportation Fund (MTF) grant applications in the next couple months.
14. **W. Lincoln Hwy Corridor Plan VPP Grant** – The Township has begun the process of forming a Steering Committee so that the project can kick-off in the June-July timeframe. We discussed representation from the Planning Commission on the steering committee at the April PC meeting and asked that the representative be identified by the May PC meeting.
15. **Water and Sewer Sale** – We continued to assist with responses to information requested by PAWC. We also attended weekly progress calls with the Valley and PAWC sales teams.
16. **Westwood Park Drainage Improvements** – No activity since our last report. All permits have been obtained so construction can now occur to install the underdrain. The prior intention had been for construction to be done by the Road Crew. The permit requires completion by June 30, 2021.
17. **CDBG Re-Applications** – We coordinated with Chester County DCD regarding the recently opened 2022 CDBG re-application cycle for the Bradley Ave Bridge & Road Reconstruction and the Valley Crossing Stormwater Management Basin Retrofit projects.

18. Water System –

- A. We continued preparation of the 2020 DRBC Water Audit and the 2020 Consumer Confidence Reports.
- B. We are preparing asbestos monitoring waiver submissions to DEP for the three public water systems.

19. Sewer System – We responded to questions about the permitting process and construction requirements for a proposed water and sewer service connection at 225 Glencrest Road.

20. Codes Assistance – No activity since our last report.

Sincerely,



Michael J. Ellis, PE
Senior Engineer
PENNONI ASSOCIATES INC.
Township Engineer

cc: Scott Piersol, Township Manager
Janis Rambo, Assistant Township Manager/Secretary
Amanda Sundquist, Esq., Unruh Turner Burke & Frees