

VALLEY TOWNSHIP

Regular Session – Tuesday, JUNE 1, 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**
 - a. Executive Session of BOS – May 24, 2021 following Police Chief interviews
3. **CITIZEN'S COMMENTS ON AGENDA ITEMS**
4. **APPROVE MINUTES AS WRITTEN – May 20, 2021**
5. **MOTION TO PAY BILLS**
6. **BOARD GENERAL COMMENTS** (see page 2)
7. **EMERGENCY MANAGEMENT REPORT**
8. **CITIZENS REQUEST TO BE ON THE AGENDA**
9. **SOLICITOR'S REPORT**
10. **OLD BUSINESS**
 - a. Discussion/consideration to finalize West Lincoln Highway Corridor Task Force
 - b. Discussion/consideration to accept Micronic Manufacturing USA's extension of review time from June 10, 2021 to September 10, 2021
 - c. Other
11. **ENGINEER'S REPORT**
 - a. Consideration to authorize Escrow Release #7 for Little Red Dog/Cigas Machine Shop in the amount of \$301,589.55
 - g. Engineer report review
12. **MANAGER'S REPORT**
13. **NEW BUSINESS**
 - a. Consideration to confirm to CCSWA the Township's intent to remain in the P&M Contract for Recyclables for the final one-year extension with J.P. Mascaro & Sons (Total Recycle, Inc.)
 - b. Discussion/consideration to waive late fees for properties managed by PGM Real Estate for 116 Burgundy Lane and 1267 Valley Road
 - c. Other
14. **CITIZEN COMMENTS**
15. **ADJOURN**

General Comments/Upcoming Events

- Drop off recycling of electronics has been suspended at the Township Building until the Building is reopened to the public
- Discount movie ticket sales have been suspended until the Township Building is reopened to the public
- Compost site open June 12, 2021
- Yard waste collection begins this month: North side – June 14; South side – June 21
- Mattress & TV pick-up – June 28 – pre-paid fees apply (must pay by close of business on June 21)
- **Monthly e-Newsletter posted on website – subscribe for Township Alerts and/or Township News & Announcements**

MINUTES FOR May 20, 2021
VALLEY TOWNSHIP BOARD OF SUPERVISORS

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

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 7:34 PM. 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 Ellis of Pennoni Associates, Inc., Scott T. Piersol, Township Manager, Peter Barz, Township Treasurer, and Kris Lenhart, Roadmaster - Public Works, and resident Alexis Pointek were in attendance.

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 PM prior to the meeting to discuss matters of possible litigation and personnel issues. She also noted that the Board met on Wednesday, May 12, 2021, to attend the interviews for the Police Chief's position, conducted by the PA Chiefs of Police.

ANNOUNCEMENTS OF OATHS OF OFFICE

Ms. Proctor announced that the Honorable District Justice Grover Koon administered the Oath of Office for part-time Police Officers Lennard Smith, Jr. and Anthony Faraca, III on Friday, May 14, 2021.

CITIZEN REQUEST TO BE ON THE AGENDA

Alexis Pointek from 170 Country Club Road was present at the beginning of the meeting, but was not available when this agenda item was recognized. Mr. Piersol and Mr. Ellis gave a basic overview of her request for the Board's consideration for public sewer service to her property. The Board tabled discussion of this item.

APPROVAL OF MEETING MINUTES AS WRITTEN

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

TREASURER’S REPORT

Mr. Barsz summarized the Treasurer’s Reports for the month ending April 30, 2021. The account balances were as follows:

General Fund	\$2,377,100.86
Payroll Fund	\$116,536.74
Sewer Fund	\$524,445.55
Water Fund	\$456,380.20
Fire Tax Fund	\$248,581.34
Ambulance/EMS Fund	\$201,105.18
State Fund	\$259,317.41
Oakerest Maintenance Fund	\$299,083.70
Escrow Accounts	\$131,651.77

The reconciled total cash balance for all funds as of April 30, 2021, was \$4,614,202.75.

Ms. Boyd made a motion, seconded by Mr. Leidy, to accept the Treasurer’s Reports for April, 2021. The motion passed unanimously.

APPROVE PAYMENT OF BILLS

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

BOARD GENERAL COMMENTS

Ms. Proctor had the following comments:

- The Compost Site will be open from 10 AM to 2 PM on May 22 and June 12.
- Street sweeping should be completed on Friday, May 21. There was a question why street sweeping occurred the same days as trash & recycling collections.
- Mattress & TV pickup is scheduled for Tuesday, June 1 – collections must be pre-paid by May 24.

Mr. Leidy commented on the Valley Township Clean-Up Day held on Saturday, May 15. He thanked all the volunteers who attended to make the event a success. He also recognized John Lymberis and Harry’s Hot Dogs for catering lunch for the volunteers. Mr. Piersol mentioned that the event collected over 1,100 pounds of trash, plus several tires, TVs and other items that could not be disposed of in the County Landfill. He also mentioned the youth from Concern, located in Valley Township, who brought over 20 volunteers to this event.

DEPARTMENT REPORTS

Police – The Police Department Incident and Statics Report for April 2021 was read by Ms. Proctor. The following items were noted:

- Officer Pomroy purchased basketballs for the youth in our Parks.
- Officer Duca successfully completed certification training as a Taser instructor, and Standardized Field Sobriety (SFST) Training.
- Officer Garner began his first month as a full-time Police Officer in April.
- Officers Faraca and Smith were formally hired and sworn as part-time officers, and have begun their field training.

Disposition of the 2010 Ford Explorer and 2013 Ford Interceptor were listed on the agenda. After some discussion by the Board, it was agreed to place the 2010 Ford Explorer for sale by Muni-Bid. It was also recommended that the 2013 Ford Interceptor, and 2 Police Patrol Bikes, would be retained until the new Police Chief is in place, and can determine how to proceed with their respective disposition.

Fire/EMS – Mr. Piersol stated that Chief McWilliams and several members of the Westwood Fire and EMS Division were attending the Chester County EMS Council Awards Banquet this evening, so Chief McWilliams was unable to attend. Mr. Piersol was pleased to report that 11 of their EMS providers who were receiving awards during the event, including clinical saves (successful cardiac arrest resuscitations), 2 pre-hospital child deliveries, and one medal of valor award. The Board expressed their appreciation for all dedicated Fire and EMS personnel. Mr. Piersol will obtain the names of each of the recognized personnel, as the Board would like to recognize them at a future “in-person” public meeting.

Mr. Piersol noted for the Board that Westwood’s Advanced Life Support Service has been operating for 1 month serving East Fallowfield and Valley Townships.

Mr. Piersol noted that the Fire Division responded to 26 incidents in April, of which 12 incidents were in Valley Township. The Ambulance/EMS Division responded to 104 medical incidents in April, of which 59 incidents were in Valley Township. The Wagontown EMS Division responded to 164 incidents, 9 of which were in Valley Township.

Public Works – Mr. Lenhart had previously provided his written monthly report to the Board of Supervisors, and asked the Board members if they had any questions about his report. There were no questions.

Mr. Lenhart reviewed the information previously circulated on line striping proposals for Irish Lane, and line striping and a stop bar installed on East Glencrest Road. All bids were for installation of double yellow thermoplastic lines and white stop bars, including traffic control, as proposed. Mr. Lenhart has also contacted Julius Scott from the Coatesville City Public Works Department, to confirm their agreement to share in the costs for East Glencrest Road, since this road is the boundary between both municipalities. **After review, Ms. Boyd made a motion to approve the Guidemark, Inc.’s proposal for this work, at a cost of \$9,227.00 as presented. Mr. Leidy seconded the motion.** The motion passed unanimously.

Public Works (continued)

Mr. Lenhart mentioned that Guidemark had not yet provided cost estimates for Heston and Butterworth in the Hillview development. The proposals for these two streets will include installation of white fog lines along the edges of the roadways. The estimates will be provided at a later date for the Board to review.

Mr. Lenhart stated Public Works staff will assist the Police Department on Friday, May 21, with removal of 2 large safes from the former Township Building at 890 W. Lincoln Highway.

Administration – Monthly report was distributed for April, 2021.

Codes – Ms. Yates reviewed the distributed activity report for April, and month-to-date in May, 2021 for Building Permit, Resale and Rental Inspections, and miscellaneous Code Office work.

Workplace Safety Committee – Ms. O’Doherty discussed the idea of giving an incentive to employees to get vaccinated, which would also apply to those already vaccinated. Ms. O’Doherty remembered a past practice was to give every employee an extra day off. After discussion, it was decided not to consider this idea.

Parks & Recreation – Ms. Proctor reported that the Park & Rec Committee has decided to cancel Valley Day for 2021.

Historic Committee – Ms. Boyd reported that Diane Kramm from the Chester County Historic Preservation Network, was contacted to discuss assessments of historic structures in Valley Township. It was agreed that Valley Township has a rich history, and was established before the City of Coatesville. Three of the historic structures mentioned during the discussion were the Stoltzfus House, part of the Municipal Complex, the Scott Farm on Valley Road, and the former municipal building (former Passtown School) at 890 W. Lincoln Highway. The Historical Commission hopes Ms. Kramm will be able to attend a meeting later this summer.

EAC – Ms. Yates mentioned the Jay Smoker issue on Route 340 south of Route 82. Valley and West Brandywine Townships are waiting for follow-up by PA DEP on the environmental concerns for wetlands impact and significant impervious surfaces created. The EAC continues to work on annual activities, subject to COVID, as well as other projects and community outreach, especially what property owners can and cannot do around bodies of water on or near their properties. Ms. Yates advised there are a full complement of 5 EAC members.

PLANNING COMMISSION REPORT

The Planning Commission report for May had previously been distributed for Board review. There were no questions regarding this report.

SOLICITOR’S REPORT

Ms. Sundquist provided some context on the resolution the Chester County Association of Township Officials (CCATO) has circulated for each municipality’s consideration. Governor Wolf signed an extension for the disaster declaration earlier in the day on Thursday, May 20, 2021, although the timeframe for the extension was not specified as had previously occurred. Previous extensions were for a period of 90 days.

The purpose of this resolution is to clearly provide municipalities the ability to host virtual public meetings, including for committees and commissions. Ms. Sundquist stated that the resolution provides the ability to hold fully virtual or hybrid meetings.

After some further discussion, Ms. Boyd made a motion to accept Resolution 2021-13. Mr. Leidy seconded the motion. There were no questions on the motion, which passed unanimously.

Ms. Sundquist expects the emergency declaration will end sometime this summer, possibly by the second June Board of Supervisors' meeting on June 15. The Board decided the first public meeting with public participants could occur on July 6.

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

The Western Chester County Chamber of Commerce had offered to assist the Township with a Ribbon Cutting Ceremony for the new Municipal Building. Mr. Piersol offered to contact Executive Director Donna Steltz from the Chamber to begin this discussion.

ENGINEER'S REPORT

The Engineer's Report was distributed and is on file at the Township Office. Mr. Ellis reviewed the following items from the written report:

- West Lincoln Highway Corridor – VPP project – Mr. Ellis reported that the following persons have agreed to participate on the Task Force - Mr. Leidy, Supervisor representative, Mr. Roby, Planning Commission representative, Mr. Piersol, Township Staff representative, and representatives from TCA and Pennoni. Task Force representation should include at least 1 business person, and 1 resident. Persons mentioned who might consider participating on this Task Force were Greg Vietri, Jim Terry, a representative from Martin Brower, and Bill Handy, a former Valley Township Supervisor.
- Highview subdivision (formerly Oakcrest II project) – There has been significant construction progress made in the past two weeks, versus the lack of progress during the past 12 months. The infiltration bed #210 should be completed by May 21. Land-Tech will move to remediate the sand and sediment deposits in and along the creek next week. Landscaping punch list has been updated. There are some corrective measures needed on the tot lots. Revised illumination plans for street lights have been reviewed and approved.
- Oakcrest pedestrian bridge - Mr. Ellis had briefly spoken with the developer about the options of installing or not installing the bridge. Mr. Ellis reported that the developer was receptive to the idea of installing the bridge if it will not delay closing out the project, and would also consider not installing this pedestrian bridge. If the Board of Supervisors is agreeable to not having the bridge installed, the developer will proceed with removal of the bridge piers. The Board was concerned whether the developer would look for some financial offset on the expenses incurred to date on this situation, and, what to do with the bridge structure. Mr. Ellis will contact the developer to determine if a decision has been made. Ms. Sundquist will contact the HOA to obtain contact information with the HOA attorney.
- Concord Street Reconstruction – Marino Construction has completed this reconstruction project, and is awaiting payment. At the May 4 meeting, the Board directed Pennoni to discuss additional funding from the County for the change orders incurred with this

project. Mr. Ellis spoke with the Department of Community Development (DCD), and was told the Township could apply for additional funding, but the Commissioners were unlikely to approve the additional funding. If the Township was to apply for the additional \$45,000 grant funding, the existing \$45,000 due the Township to complete the project could be held up 5-6 months.

Initially, Ms. O'Doherty made a motion to not have Pennoni request additional funding from DCD. There were questions on the motion. After some discussion, Ms. O'Doherty withdrew the motion.

Mr. Leidy made a motion to authorize Pennoni to apply for the additional grant funding in the amount of \$45,000. There was no second to Mr. Leidy's motion, so the motion failed.

- 2021 Road Program – Mr. Ellis stated that the pavement cores on West Chestnut Street done on April 29. The information from these samples proved that the final scope of work could proceed with mill and overlay, and some base repair, which will be a much less costly work scope. Pennoni received concurrence from PennDOT, and is continuing preparation of the bid documents.
- 359 E. Glencrest Road & Millview Basin projects – Mr. Ellis reported on several meetings held to gather information for a grant submission to DCD to cover the majority of the Growing Greener funding shortfall for this project, as well as additional work scope recently discovered, which Mr. Ellis summarized. Pennoni will submit the grant application with the City of Coatesville as the “applicant.” Cedarville Engineering Group, on behalf of the City, will oversee the Millview Basin scope of work, while Pennoni will oversee the scope of work for 359 E. Glencrest Road. The grant submission deadline of 3 PM on May 20 was met.
- Wagontown Road reconstruction project – Pennoni is coordinating with DCD and the City of Coatesville on this project. PennDOT has initially denied our waiver request to use a \$500,000 CRP grant as a match to the \$1.5 Million MTF grant. Mr. Piersol will contact the PennDOT representative to further discuss the reasons for the denial, to determine if there is another avenue toward approval.

MANAGER'S REPORT

Mr. Piersol reported on the following:

- Mr. Piersol thanked the many volunteers, including 24 teens from Concern, who participated in the Valley Township Clean-Up day on Saturday, May 15.
- Mr. Piersol summarized the information received from PennDOT which indicated the traffic study performed in the vicinity of the new Municipal Complex could not reduce the posted 45 MPH speed limit. Mr. Piersol had provided information in an email Wednesday night on the use of the 85th Percentile as a means to establish proper speed limits along a roadway.
- Mr. Piersol updated the Board on the progress being made with the sale of the Township's water and sewer assets to PA American. The official document filing to the PUC occurred on Tuesday, May 11th. It is possible that the settlement with PA American may occur in mid-October. We continue to investigate missing water and sewer easements, and other legal details needed to complete this transaction.

- Mr. Piersol also mentioned that PA American began flushing their water system on Monday, May 17. This work will continue through Friday, June 4. A ReadyChesco message was circulated on Monday, May 17, advising water customers to run a water tap on their lowest floor for 3-5 minutes if they experience cloudy water due to this work.

OLD BUSINESS

The line striping issue listed on the Agenda was handled with the Township Roadmaster's Report.

NEW BUSINESS

New Business was handled as part of the Solicitor's Report.

CITIZEN COMMENTS

None.

There being no further business to discuss, the meeting was properly adjourned at 10:40 p.m.

Scott T. Piersol, Township Manager
On behalf of Janis A. Rambo, Township Secretary

VALLEY TOWNSHIP BILLS

ALL BILLS - JUNE 1, 2021			\$37,760.91
GENERAL FUND	GL ACCT #	DESCRIPTION	\$19,081.20
21ST CENTURY MEDIA	01.400.3400	PT POLICE SECY'S CLASSIFIED	\$709.58
ASAP HYDRAULICS, INC.	01.430.2450	12 MP REDUCER	\$3.86
BERGEY'S TRUCK CENTER	01.426.3750	TRK #11 - TURBO/REGEN REPAIRS	\$7,308.25
BERGEY'S TRUCK CENTER	01.426.3750	TRK #1 - RIGHT SIDE CAB LIFT CYLINDER	\$670.73
BIGFOOT AUTOMOTIVE LLC	01.410.3750	3801 - TURBOCHARGER COOLANT REPAIR, INSP	\$745.54
CHESTER COUNTY SOLID WASTE AUTHORITY	01.400.3670	TIPPING FEE - WEEK OF 5/22/2021	\$4,269.72
CHESTER COUNTY SOLID WASTE AUTHORITY	01.400.3670	TIPPING FEE - WEEK OF 5/15/2021	\$3,116.04
CHESTER COUNTY TREASURER	01.409.4300	COUNTY TAX -ANTENNA ON WATER TOWER	\$1,068.30
COMCAST	01.409.3250	INTERNET - TWP BLDG	\$246.87
HENSEL'S MOWER SERVICE	01.430.3740	PACK MIX OIL	\$104.00
NAPA OF YORK-GAP	01.426.3750	KNOCKER LOOSE/DEEP CREEP	\$24.63
	01.427.3750	ARMORALL/VINYL REPAIR KIT	\$21.54
	01.430.3750	ANTIFREEZE, 15W/40, HD 50/50, AIR FRESHENER	\$200.70
OFFIT KURMAN	01.404.3140	PERSONNEL ATTORNEY	\$1,311.00
OMEGA SYSTEMS CONSULTANTS, INC.	01.406.3740	MONTHLY REMOTE SUPPORT - COMPUTER	\$1,852.24
OMEGA SYSTEMS CONSULTANTS, INC.	01.406.3740	SMART HOST FEES	\$3,143.25
PECO	01.451.3610	ROCK RUN PARK	\$86.19
PECO	01.409.3620	TWP BLDG - 1145/GAS	\$147.54
PECO	01.409.3610	TWP BLDG - 1145/ELECTRIC	\$1,347.48
REEVES COMPANY, INC.	01.410.2380	POLICE NAME BADGES (3)	\$40.74
STAPLES	01.406.2100	COPY PAPER, NOTE PADS, KLEENEX, WITEOUT	\$190.07
THE GILBERTSON GROUP, INC.	01.409.3720	SUPPORT - ACCESS CARDS AND FOBS	\$50.00
TREFZ MECHANICAL INC.	01.409.3720	SERVICE - AURORA CONTROLLER FAILED	\$396.00
TRIANGLE FIRE PROTECTION, INC.	01.409.3720	ANNUAL SPRINKLER INSPECTION/BACKFLOW	\$700.00
ULINE	01.409.2200	CHAIR DOLLY & BOX TRUCK	\$574.49
UNIFIRST	01.430.2380	UNIFORM EXPENSE - WEEK OF 5/21/2021	\$96.89
UNIFIRST	01.430.2380	UNIFORM EXPENSE - WEEK OF 5/28/2021	\$96.89
ZEE MEDICAL SERVICE	01.430.2200	FIRST AID KIT REFILL - MAINT GARAGE	\$154.49
GENERAL FUND EARLY PAY			
AMERIFLEX	01.487.1980	HRA TRANSACTIONS (5/20 - 5/27/2021)	\$89.00
VENICE PIZZA & PASTA	01.400.4600	LUNCH FOR POLICE CHIEF INTERVIEWS	\$75.21
SEWER FUND			\$138.02
VERIZON	08.429.3210	ROUNDHILL #2 PUMP STATION	\$39.15
VERIZON	08.429.3210	HILLVIEW PUMP STATION	\$39.24
VERIZON	08.429.3210	COUNTRY RIDGE PUMP STATION	\$59.63
WATER FUND			\$18,541.69
GAP POWER	06.448.2600	ROTARY HAMMER RENTAL - TOWER REPAIR	\$232.80
PENNSYLVANIA AMERICAN WATER	06.448.3800	AIRPORT ROAD METER	\$4,722.32
PENNSYLVANIA AMERICAN WATER	06.448.3800	OLD LINCOLN HWY METER	\$2,201.53
PENNSYLVANIA AMERICAN WATER	06.448.3800	HILLVIEW METER	\$11,115.04
SJE RHOMBUS	06.448.3720	ICONTROL - APRIL, MAY, JUNE 2021	\$270.00

STATE FUND			\$0.00
SIGNAL SERVICE	35.433.3700	SERVICE CALL/TRAFFIC LIGHT - GREEN LED OUT	
PAYROLL FUND			\$0.00
AMBULANCE/EMS TAX FUND			\$0.00
FIRE TAX FUND			\$0.00