

MINUTES FOR MARCH 15, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, March 15, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:45 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Arlin Yoder and Patrice Proctor. Supervisor Joe Sciandra participated by teleconference. Also in attendance were Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor). Supervisors Christopher Lehenky and Kathy O'Doherty were absent.

An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel issues.

CITIZENS COMMENTS ON AGENDA ITEMS:

None

OATH OF OFFICE

Judge Grover Koon administered the Oath of Office to Raul Aponte-Rodriguez. Mr. Aponte-Rodriguez will join the Valley Township Police Department as a part-time police officer.

Mr. Yoder made a motion to take the agenda out of order. Mr. Sciandra seconded the motion.

Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

POLICE REPORT:

Chief Friel reported on the police department's activity for the month of February 2016. Total hours on duty were 1,124.50 and 5,299 miles were logged. Citations issued were: traffic – 35; parking – 1; warnings – 7; non-traffic – 5; criminal – 0; and complaints – 330. He noted that two body worn cameras are in service. The police officers have completed their on line mandatory Act 180 training updates for the year.

CITIZENS' COMMENTS:

Nicole Reilly, 3 Kimberly Circle – Ms. Reilly addressed the Board regarding concerns with annual holiday displays for Halloween and Christmas at the corner property on Kimberly Circle. She noted that the displays have grown in size over the last few years and that people stop to watch. She noted that parking becomes limited. She suggested that a police officer is present to direct traffic during the peak days and times; limit the parking to one side of the street; and require the owners of the property to move the interactive displays further into their yard so that people are not standing in the street. She feels there is a public safety issue. Chief Friel advised that public safety is the number one priority and asked if she had ever contacted the police. Ms. Reilly advised that she had not, but an officer did show up at her home advising that someone had filed a complaint against her driving recklessly through the crowd. Mr. Sciandra stated contact could be made with the homeowner about the displays and that the Township could look in to possibly posting temporary no parking on one side of the street. Solicitor Jarvis was asked to look at the ordinances to see if temporary no parking could be posted.

SETTING OF HOURLY RATE FOR NEWLY HIRED PT POLICE OFFICERS:

The Board advised that they would address Old Business, Item 6 at this time while Chief Friel was still in attendance. **Mr. Yoder made a motion to set the starting wage for the three newly hired part-time police officers at \$17.39 per hour and upon successful completion of their six-month probationary period, the rate would increase to \$17.89; and upon one year of service to \$18.39. Mr. Sciandra seconded the motion.** Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

2 Minutes of March 15, 2016

DEPARTMENT REPORTS:

Fire: Chief McWilliams reported on Westwood Fire Company's activity for the month of February 2016. He advised that there were 24 calls of which 14 calls were in Valley Township. He advised that the Ambulance Division out of Westwood had 92 calls during the month of February of which 51 calls were in Valley Township. He advised that the Wagontown station at 101 calls during February. Chief McWilliams reported that the annual ambulance membership notifications have been mailed. Mr. Sciandra asked Chief McWilliams if he had the opportunity to review the letter and plans regarding Valley View Lot 8 and if the hydrant locations were identified. Chief McWilliams advised that he had not had an opportunity to review the latest plan submission.

EMS: Mr. Sciandra reported that the President has not signed the paperwork that would provide for reimbursement for Storm Jonas as of this date.

PLANNING COMMISSION REPORT:

Denny Bement gave the Planning Commission report for their meeting in February. He advised that they reviewed the latest Valley View Lot 8 submission and approved their waiver request and approved their request for conditional final approval.

Mr. Bement also reported that the Planning Commission reviewed the proposed Terry Funeral Home plans.

Mr. Bement, as a Board member of the YMCA, asked the Board of Supervisors to consider a contribution to the Brandywine YMCA.

MANAGER'S REPORT:

Mr. Glisson reported that activity during the last two weeks included: served on Chester County Jury Duty; attended a DEP class regarding Emergency Water Response Plan; attended the monthly Water and Sewer meeting and reviewed the new SCADA operating system; reviewed the new green sand filter and analyzer; and attended the annual Spring CCATO conference.

OLD BUSINESS:

Discussion/consideration to approve Valley View Lot 8 Waiver from §602.14.A (cul-de-sac streets shall not serve more than 20 units and/or exceed a centerline distance of 600 feet):

After discussion, **Mr. Yoder made a motion to approve the waiver request for Valley View Lot 8 from §602.14.A relative to cul-de-sac streets shall not serve more than 20 units and/or exceed a centerline distance of 600 feet. Mr. Proctor seconded the motion.** Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Valley View Lot 8 final approval:

Victor Kelly, Jr. of Commonwealth Engineers, Inc., and Bill Colby representing All County Partnership were present and requested final conditional approval for Valley View Lot 8. The Board reviewed Pennoni Associates' review letter of March 7, 2016. Mr. Sciandra recommended that all changes noted in the review letter be addressed in a final set of plans to be reviewed to ensure nothing has been missed from revision to revision. Mr. Sciandra also requested that the final plans have a standard notation referencing and acknowledging that the development is in the vicinity of the airport. Mr. Sciandra further requested that the fire company respond that they are satisfied with plan relative the hydrants and the cul de sac as the last plan reviewed was the December 2015 submission. The Board also requested that the Solicitor is presented with documents noting the HOA. Mr. Kelly advised that they were hoping to get conditional final approval in order to approach the Sadsbury Township Board of Supervisors to also get their final approval on the plan. After further discussion, Mr. Colby advised that he would withdraw his request

3 Minutes of March 15, 2016

for conditional final approval. **Mr. Sciandra made a motion to table final plan approval for Valley View Lot 8. Mr. Yoder seconded the motion.** Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to award Main Street Culvert Replacement Project:

The bid tabulation for the Main Street Culvert Replacement Project was reviewed. **Mr. Yoder made a motion, based on the recommendation of the Township Engineer, to award the Main Street Culvert Replacement Project to Out of Site Infrastructure, Media, PA, to include their base bid with alternate item #22 instead of base bid item #7 and to add item #21 for a total award amount of \$335,128. Mr. Sciandra seconded the motion.** Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to adopt an ordinance amending Ordinance #2014-04, adopting the PA Construction Code, with amendments to Section 1, Section 2, Section 3, Section 4 and Section 5.

Mr. Yoder made a motion to adopt Ordinance 2016-01, an ordinance amending Ordinance #2014-04 which adopted the PA Construction Code, with amendments to Section 1, Section 2, Section 3, Section 4 and Section 5. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to purchase an insurance policy to cover volunteer medical bills at township-sponsored events:

Mr. Yoder made a motion to approve the purchase of a medical insurance policy to cover up to 60 volunteers at a premium of \$235 a year. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – no.

APPROVAL OF MINUTES:

Mr. Yoder made a motion to approve the minutes from the March 1, 2016, Regular Monthly Meeting. Ms. Proctor seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

TREASURER'S REPORT:

The Treasurer's Report was accepted as read. The year-to-date budget comparison as of February 29, 2016, was also distributed to the Board of Supervisors.

MOTION TO PAY BILLS:

Mr. Yoder made a motion to pay bills as presented. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

SOLICITOR'S REPORT:

Attorney Jarvis reported on the following items:

- Mr. Jarvis reported that he continues to communicate with interested parties of 957 West Lincoln Highway to ensure that lien is repaid to Valley Township.
- Mr. Jarvis reported that he talked with Mr. Hatt regarding his meeting with the school board regarding placement of soccer fields around Rainbow Elementary School. A copy of the plan was provided to the Board of Supervisors.
- Mr. Jarvis reported that he reviewed the bid tabulation and recommended award of the Main Street Culvert Project.
- Mr. Jarvis reviewed correspondence regarding the outstanding Valley Farm professional fee agreements as well as a review of the original agreements.

4 Minutes of March 15, 2016

ENGINEER'S REPORT:

Mr. Rasiul read and submitted the engineer's report.

NEW BUSINESS:

Discussion/consideration to exonerate uncollectable County real estate property tax liens as requested in the County Tax Claim Bureau's letter of March 7, 2016:

Mr. Yoder made a motion to exonerate uncollectable County real estate property tax liens as requested in the County Tax Claim Bureau's letter of March 7, 2016. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to request extension for the 2015 audit:

Mr. Yoder made a motion to request an extension for the filing of the Township's 2015 audit and financial report advising the PA Department of Community & Economic Development that the audit will begin by July 2016. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to purchase a new computer for the Codes Secretary:

Mr. Sciandra made a motion to purchase a new computer for the Codes Secretary as per Custom Computer's proposal in the amount of \$1,188.77. Mr. Yoder seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to cancel the Lowe's credit card:

Ms. Proctor stated that the credit card was established without Board approval and noted her concerns regarding increasing credit accounts and limits prior to being rated for a potential bond or securing loan financing for the new municipal building. Mr. Sciandra reiterated that all financial obligations of the Township should be approved by the Board of Supervisors. For potential liability issues, the Board noted perhaps lowering the credit limit to \$2,500 in line with the Home Depot line of credit.

Discussion/consideration of Public Works personnel:

It was reported that Careers USA was able to clear liability for providing laborers. Their hourly rate, however, was \$26.85. Mr. Glisson reported the 2015 laborer rate with Labor Ready was \$18.09. **Mr. Yoder made a motion to contract for a laborer through either Labor Ready or Careers USA pending lower rate and contingent on either vendor providing satisfactory background and medical checks and clearances. Mr. Sciandra seconded the motion.** Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Yoder made a motion to proceed to advertise for a full-time laborer position and pending earliest advertising date, to have applications due two weeks after ad commences. Mr. Sciandra seconded the motion. Question: Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

ADJOURNMENT:

Mr. Yoder made a motion to adjourn and Mr. Sciandra seconded the motion. All affirmed. The meeting adjourned at 10:16 p.m.

Janis A. Rambo
Township Secretary