

## MINUTES FOR AUGUST 16, 2016

The regular meeting of the Valley Township Board of Supervisors was held on Tuesday, August 16, 2016, at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order at 7:53 p.m. by Chairwoman, Patrice Proctor. Those in attendance were supervisors Kathy O'Doherty, Arlin Yoder, Joe Sciandra and Patrice Proctor. Supervisor Christopher Lehenky was absent. Also in attendance were Robert Glisson (Township Manager); Ed Rasiul of Pennoni Associates (engineer); and Alan Jarvis (solicitor).

An executive session was held at 6:45 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

### **CITIZENS COMMENTS ON AGENDA ITEMS:**

None

### **APPROVAL OF MINUTES:**

**Mr. Yoder made a motion to approve the minutes from the July 19, 2016, Regular Monthly Meeting. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

**Mr. Sciandra made a motion to approve the minutes from the August 2, 2016, Regular Monthly Meeting. Mr. Yoder seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **TREASURER'S REPORT:**

The Treasurer's Report was accepted as read.

**Mr. Sciandra made a motion to take the agenda out of order. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **MOTION TO PAY BILLS:**

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

### **BOARD GENERAL COMMENTS:**

Ms. Proctor reminded everyone that Parks and Recreation Authority is sponsoring a casino bus trip to Caesars Palace on Saturday, August 27, leaving the Airport Village Shopping Center at 10:00 am and returning by 8:00 pm. Cost for the ticket is \$22. There will be a concert on Saturday, September 17, 2016, at Westwood Fire Company from 12:00 noon to 2:30 p.m. The band *Metropoliss* will be performing. Ms. Proctor announced that the next mattress and television collection will be held on August 29 with payment due by noon on August 26. The compost site will be open on Saturday, August 27 from 8:00 am to 2:00 pm.

### **DEPARTMENT REPORTS:**

#### **POLICE REPORT:**

Chief Friel was not in attendance. No report available.

#### **FIRE/EMS:**

There was no representative from Westwood Fire Company present nor reports available.

## 2 Minutes of August 16, 2016

### **EMERGENCY MANAGEMENT:**

Emergency Management Coordinator Joe Sciandra reported that the cause of the July 15 house explosion on Valley Station Road has been ruled “undetermined”. Mr. Sciandra extended his thanks to the Valley Township Police Department, Chief Friel, and Westwood Fire Company for their assistance.

### **CITIZENS’ COMMENTS:**

Mr. Alston, 586 East Lincoln Highway – Mr. Alston requested use of the Rock Run Park on August 20 from 3:00 pm to 8:30 pm for a “Chat and Chew” Picnic. He stated that they anticipated approximately 60 people and proposed that parking of cars would be restricted to one side of Irish Lane, Harry Road, Mary Street, and Moody Street. Mr. Sciandra advised that the parks are open from dawn to dusk. He noted that dusk is now beginning prior to 8:30 pm and that they should adjust their timing accordingly. Mr. Sciandra also noted that the parks are locked at night. Parking issues were discussed. The Board expressed concerns with parking on Irish Lane and Harry Road. Mr. Sciandra suggested for streets that would be utilized for parking on one side, to put stakes with “caution” tape on the side where there would be no parking. **Mr. Sciandra made a motion to approve use of Rock Run Park on August 20, 2016 for the “Chat and Chew Picnic” from 3:00 pm to dusk with parking on one side of Ash Street, Mary Street, and Moody Street. Mr. Yoder seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Alston inquired about trash. Mr. Sciandra advised that trash should be placed in bags and put in the park containers. Mr. Yoder also advised that there are recycle containers as well that should be utilized.

Shauna Purnell, Director of Academy Kids School (Marantha Christian Academy) – Ms. Purnell advised that with more tenants in the corporate park, there is more traffic and that there is a concern with regards to speeders. She requested “school zone” signs being placed within the business park to alert drivers that there is a school located within the business park. After discussion, **Mr. Sciandra made a motion to authorize Chief Friel to conduct a traffic analysis for 555 Fox Chase and to determine what the appropriate signage would be. Mr. Yoder seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Ms. O’Doherty also suggested requesting the police department to place the speed sign in the area of the school to show drivers of their speed.

### **PLANNING COMMISSION REPORT:**

Mr. Porter reported on the Planning Commission’s meeting of August 9, 2016. He reported that the Planning Commission did a preliminary review of the land development plan for the new township building. He noted that the Commission had not seen an actual land development plan and that this was this first opportunity to see the proposed plan. Mr. Glisson noted that the full set of plans and waivers are to be submitted for the September Planning Commission meeting.

Mr. Porter reported that there was considerable discussion regarding the sidewalk, per the Township’s Zoning Ordinance, along Business Route 30. Mr. Porter stated that some of the Commission members felt that the “sidewalk to nowhere” should be installed during construction to set an example. Mr. Porter stated that since this is the Township, he would be in favor to allow the township to construction the sidewalk when it can be connected with another property, such as when Valley Suburban is constructed. He stated that his reasoning is that the Township is not going anywhere unlike a developer who comes in, builds, and then leaves. He stated that Mr. Glisson mentioned at the meeting that there would be an associated cost to maintain the sidewalk. Ms. Proctor stated that she feels that the Township should follow their own ordinance and install the sidewalk when the building is constructed. She referenced requiring Dollar General to install their “sidewalk to nowhere”. Mr. Sciandra stated that he also believes they should be put in, and in the scope of the entire project, the cost to install the sidewalks during construction is not a factor.

### 3 Minutes of August 16, 2016

There was additional discussion regarding the sidewalks within the complex. It was noted that the paved “walking system” is shown across the frontage of the building to be constructed out of asphalt. The Board questioned how the plan showed asphalt instead of concrete sidewalks which is what was originally proposed. Ms. O’Doherty noted that there appears to be changes or other recommendations being made at meetings where there is no representation of the Board.

Another discussion point was to “phase” parking around the farmhouse. Ms. Sciandra noted that he believes consideration should be made for parking improvements for the public works employees.

Mr. Porter stated that the Planning Commission also reviewed the two waiver requests from Carriage Pennsylvania Holdings (Terry Funeral Home): Section 306.2 for combining the two-step process for a preliminary and final plan application; and 402.C to provide existing contour data and features within 200 feet of the subject property. Mr. Porter stated that the Planning Commission made a motion to make a recommendation to the Board of Supervisors to approve the waiver request for Section 306.2 as well as a motion to make a recommendations to the Board of Supervisors to approve the waiver request from Section 402.C with the stipulation that the applicant provide contour data and existing features in enough proximity of the property to the satisfaction of the Township Engineer in order to adequately evaluate the stormwater management plan for the project.

**Mr. Yoder made a motion to add to the agenda under Old Business the consideration of the two waiver requests from Carriage Pennsylvania Holdings (Terry Funeral Home). Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Porter also noted that the Planning Commission voted to recommend to the Board of Supervisors to accept the 90-day extension, subject to written request by the applicant granting the extension, for the Terry Funeral Home.

Mr. Porter also noted that the Planning Commission reviewed the Flood Plain Ordinance Update. He stated that the Planning Commission recommends moving forward with the model ordinance.

Ms. O’Doherty stated that during Valley Day, Kris Lenhart had mentioned to her that he believes there is a sewer main and two manholes to the south side, near Business 30, of the proposed new township building. She asked if the architect and engineer are aware of this or if this has been confirmed.

#### **OLD BUSINESS:**

Discussion/consideration to accept the 90-day extension to Carriage Pennsylvania Holdings’ Preliminary/Final Land Development Plan – **Mr. Yoder made a motion to accept the 90-day extension from Carriage Pennsylvania Holdings, Inc. (James J. Terry Funeral Home) from August 27 to November 25, 2016. Ms. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Carriage Pennsylvania Holdings’ Waiver Request from Section 402.C of the Valley Township Zoning Ordinance – **Mr. Yoder made a motion to accept the waiver request from Carriage Pennsylvania Holdings from Section 402.C which requires existing contour data and features within 200 feet of property be provided on the plan, to allow the applicant to provide contour data and existing features in enough proximity of the property to the satisfaction of the Township Engineer in order to adequately evaluate the stormwater management plan for the project. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – nay.

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Discussion/consider to approve Carriage Pennsylvania Holdings' Waiver Request from Section 306.2 of the Valley Township Zoning Ordinance – **Mr. Sciandra made a motion to accept the waiver request from Section 306.2 which requires separate Preliminary and Final Plans, to allow the preliminary and final plan applications to proceed concurrently. Mr. Yoder seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra – yes; Ms. Proctor – nay.

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

- Solicitor Jarvis reported that all documents for Valley Farm have been taken to the County for recording. He noted that he will ensure that Mr. Rasiul receives a copy of all the paperwork for him to add the streets for liquid fuel reimbursement from the Commonwealth.
- Solicitor Jarvis reported that he received a check in the amount of \$11,784 representing the municipal claim against 957 West Lincoln Highway. The check has been turned over the Township Treasurer.
- Solicitor Jarvis reported that he is scheduling a meeting with Art Sagnor regarding Pleasant Valley Woods (aka London Tract) to discuss outstanding issues. Ms. Proctor and Mr. Glisson will attend.

Ms. O'Doherty questioned the status of 123 Burgundy Lane and expressed her concerns with the expired, conditional U&O.

#### **ENGINEER'S REPORT:**

Mr. Rasiul read and submitted the engineer's report which is on file at the Township Office.

At 9:24 p.m., Ms. Proctor departed the meeting due to a family emergency.

At 9:25 p.m., Mr. Rasiul departed the meeting.

#### **OLD BUSINESS CONTINUATION:**

Discussion/consideration to appoint a full-time police officer – Ms. Rambo advised that following the Board of Supervisors' direction to hire an additional full-time officer, an internal posting went up on July 22. Two letters of interest were received. One was from Officer Justin Heiney and the other was from another part-time officer who is still on his initial probationary period. Chief Friel forwarded his recommendation to hire Officer Justin Heiney as a full-time police officer. Ms. O'Doherty noted that Chief Friel had been asked for justification for the hiring of another full-time officer and does not recall ever receiving the information. After additional discussion, **Mr. Sciandra made a motion to hire Justin Heiney as a full-time police officer effective August 29, 2016, at a starting salary of \$23.00 per hour. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra.

Chief McWilliams arrived to give the Board of Supervisors a quick update on Westwood Fire Company.

#### **NEW BUSINESS:**

Discussion/consideration for a Proclamation for William Reeves – As Ms. Proctor had the information for this agenda item, **Mr. Sciandra made a motion to table the agenda item as it is believed that Mr. Reeves is being honored in October. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Yoder – yes; Mr. Sciandra.

#### **MANAGER'S REPORT:**

Mr. Glisson submitted a written report which is on file at the Township Office.

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**DEPARTMENT REPORTS:**

Solid Waste/Recycling/Roads/Sewer/Water – Written report was distributed and is on file at the Township Office.

Administration – Monthly written report was distributed and is on file at the Township Office.

Ms. O’Doherty inquired about the start of the 2017 budget. She requested that a proposed budget schedule be drafted for the Board and staff to follow.

Ms. O’Doherty asked about the next steps for the new township building financing, in particular, the selection of bond counsel. Mr. Glisson was requested to set up meetings for the Board to talk to potential bond counsel attorneys for consideration.

**ADJOURNMENT:**

Mr. Yoder made a motion to adjourn and Ms. O’Doherty seconded the motion. All affirmed. The meeting adjourned at 10:24 p.m.

Janis A. Rambo  
Township Secretary