

## MINUTES FROM JULY 5, 2017

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday July 5, 2017, at 7:30 p.m. at the Township Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 7:55 p.m. Those in attendance were Supervisors Kathy O'Doherty, Eric Lama, Joseph Sciandra and Patrice Proctor. Supervisor Christopher Lehenky was absent. Also in attendance was Michael Ellis of Pennoni Associates, Inc. (Township Engineer). An executive session was held at 6:45 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

### **CITIZEN COMMENTS ON AGENDA ITEMS:**

None

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

### **CITIZEN COMMENTS:**

Discussion/consideration to permit Louise Smith to proceed with subdivision recording approved on August 16, 2006 – Ms. Smith noted that in 2006 there was a subdivision submitted to convey 0.133 acres of the adjacent Douglas and Sadie Lambert parcel (tax #38-2-149.19) to Louise L. Smith parcel (tax #38-2-149.18). The resultant Lambert parcel would be 2.194 acres and the Smith parcel would be 0.611 acres. After approval of the subdivision by the Board of Supervisors in 2006, Ms. Smith advised that the plan was not recorded and noted that the conveyance of property was from her parents' property to her. She noted that this was around the time that her father was very ill and apparently the plans did not get recorded.

A copy of the Board of Supervisors' meeting minutes from August 15, 2006 was distributed to the Board confirming the 2006 Board's approval of the preliminary/final plan for Louise Smith. Also distributed were copies of the Chester County Planning Commission's review letter and Pennoni Associates' review letters. Secretary reported that Mr. Jarvis had mentioned that a letter may need to be written by the Township Solicitor in order to have the plan recorded this long after the approval. Ms. Smith stated that she would reimburse the Township for all costs associated with the Solicitor having the plan recorded. Mr. Ellis reported that in Pennoni's original review letter of July 20, 2006, it noted an existing gazebo is considered an accessory structure in a side yard. It must be setback at least 10 feet from the proposed south line. Ms. Smith stated that if her mother's property is sold, she will have the gazebo moved or removed or possibly another land development plan may be submitted conveying additional property from tax parcel 38-2-149.19 to 38-2-149.18 in the future.

**Mr. Sciandra made a motion to authorize the solicitor to write a letter as required in order to have the subdivision plan recorded. Ms. O'Doherty seconded the motion.** Question: Ms.

Proctor inquired about the stipulation of Mr. Jarvis' fees being reimbursed by Ms. Smith to the Township. **Mr. Sciandra made a motion to amend his motion to include that all Solicitor fees with regards to the Louise Smith subdivision recording will be reimbursed by the applicant to the Township. Ms. O'Doherty seconded the amended motion.** Question: The Board discussed who would sign the plans. It was noted that Ms. Proctor, Mr. Lehenky, and Mr. Sciandra were on the Board in 2006 when this was plan was approved and therefore they would sign and that Mr. Bruce was a member of the Planning Commission in 2006. Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**BOARD GENERAL COMMENTS:**

Ms. Proctor noted that there would be a “Meet and Greet” at the Township Building on July 15, 2017 from noon to 3:00 p.m. for residents to meet the new supervisor, Eric Lama.

**SOLICITOR'S REPORT:**

No report as Mr. Jarvis was not in attendance.

**ENGINEER'S REPORT:**

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

**OLD BUSINESS:**

Discussion/consideration to authorize Spruce Street Sewer System Release #2 - Mr. Ellis reviewed the proposed release noting that the request is for the remaining portion of the manhole tie-in, the force main testing, and portions of the street restoration and flush station. He noted recommendation to approve the Financial Security Release in the amount of \$7,235.00 contingent to be released when signed copies of the financial documents are presented and upon receiving a signed release request from the property owners. The Board also discussed the current professional fee escrow with the Township which now has a negative balance and reimbursement due to the Township. **Mr. Sciandra made a motion to table the release until the next meeting as the owner has not signed the release request. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**NEW BUSINESS:**

Discussion/consideration to authorize advertisement that the TMDL Plan is available for public review and presentation of plan at the Board of Supervisors meeting of August 15, 2017 – **Ms. O'Doherty made a motion to authorize the advertisement that the TMDL Plan is available for public review and that the presentation of the plan will be part of the Board of Supervisors meeting of August 15, 2017. Ms. Lama seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Mr. Ellis departed the meeting.

Discussion/consideration to approve Officer Katelynn Duca's six-month probationary period completion and pay increase to \$17.89 per hour – Based of Chief Friel's written recommendation dated July 5, 2017, **Mr. Lama made a motion to approve Officer Duca's probationary period completion and to increase her pay to \$17.89 per hour and at her one-year anniversary to increase her pay to \$18.39. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**OLD BUSINESS CONTINUED:**

Discussion/consideration regarding the PennDOT Agility Partner Program – The Board of Supervisors discussed the information received regarding the Agility Partner Program. Mr. Sciandra suggested asking Mr. Kennedy, the Senior Highway Maintenance Manager, to make a short presentation before the Board of Supervisors. Ms. Proctor stated that she felt we may only be interested in the guiderail tagging program that would include our police department tagging guiderails that are damaged in an accident with the incident information to enable PennDOT to bill back any damages to the correct person. It was asked that any paperwork involved in participation with the guiderail program should come before the Board of Supervisors to review.

Discussion/consideration to set a date to submit names of applicants to be interviewed for the Assistant Secretary/Treasurer position and to set dates(s) for interviews – The Board agreed to have names of potential interview candidates to the Secretary by July 12 and that interviews would be conducted on July 26 and 27.

**APPROVAL OF MINUTES:**

**Mr. Lama made a motion to accept the minutes of the June 20, 2017 meeting as presented. Ms. Proctor seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

**CITIZEN COMMENTS:**

None

**ADJOURNMENT:**

There being no further business to discuss, the meeting was properly adjourned at 9:53 p.m.

Janis A. Rambo  
Township Secretary