

MINUTES FROM JANUARY 16, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, January 16, 2018, at 7:30 p.m. at the Township Building, 890 West Lincoln Highway, Coatesville, PA.

Prior to the meeting, a Conditional Use Hearing was held to hear the application of Lampart Limited Partnership. The applicant is planning for an incremental expansion of its overall businesses on its property as future market demands may require. The applicant also plans to consolidate its three parcels into one parcel and has a lot consolidation plan pending before the Township. The Industrial Zoning District in Valley Township permits multiple principal uses on an industrial parcel. Currently, buildings and portions of buildings on the property are used for offices, processing, packaging, storing of agricultural products, agricultural support businesses, and mushroom spawn cultivation. Some of these uses are permitted by right, some as legal non-conforming uses, and others such as the expansion of mushroom spawn cultivation, require conditional use approval. The Applicant seeks permission to expand its mushroom spawn cultivation business on the consolidated lot in the manner proposed in the conditional use plan submitted. The applicant demonstrated compliance with Section 705-2 of the Valley Township Zoning Ordinance.

In attendance for the Conditional Use Hearing were Supervisors Patrice Proctor, Kathy O'Doherty, Joe Sciandra, and Eric Lama; Solicitor Alan J. Jarvis; and Ed Rasiul, Township Engineer. Representing the applicant was Scott McIntyre; Michael T. Shiring, Esquire of Riley Riper Hollin & Colagreco; and Mr. Mark J. Padula, P.E. of Inland Design.

The Conditional Use Hearing concluded at 8:25 p.m.

The Board of Supervisors meeting was called to order by Chairwoman Patrice Proctor at 8:35 p.m. Those in attendance were Supervisors Kathy O'Doherty, Eric Lama, Joe Sciandra and Patrice Proctor. Also in attendance were Ed Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis (Township Solicitor). Supervisor Christopher Lehenky was absent. An executive session was held at 6:00 p.m. prior to the meeting to discuss personnel issues and items on the agenda.

CITIZENS' COMMENTS ON AGENDA:

None

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

DEPARTMENT REPORTS:

Public Safety – No report.

Fire/Ambulance – No report. The Fire Chief’s Report and EMS Report for December 2017 were distributed to the Board of Supervisors.

Emergency Management – Mr. Sciandra advised that there was no deployment in December. Mr. Sciandra noted that the Assistant Emergency Management Coordinator, Nichole Sciandra, has begun to work on training requirements.

PLANNING COMMISSION REPORT:

Ms. Allen gave a report on the Planning Commission meeting of January 9, 2018. She noted that the Commission reviewed SALDO amendments and Category 4 casinos. Mr. Bement was appointed Chair of the Planning Commission and Michele Allen was appointed Vice Chair.

Ms. Allen noted that the Planning Commission would like to hold a special meeting to continue their work on Category 4 casinos.

NEW BUSINESS:

Discussion/consideration to authorize Planning Commission to hold an additional meeting for the purpose of working on Category 4 Casino regulation proposal – Mr. Sciandra made a motion to authorize the Planning Commission to hold an additional meeting for the purpose of working on Category 4 Casino regulations. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

SOLICITOR’S REPORT:

Mr. Jarvis reported on the following:

- Mr. Jarvis review ongoing correspondence with the attorney representing Pleasant Valley development. He stated that Mr. Sagnor advised that his client is unwilling to pay for the two previous inspections but did advise they would be willing to pay for the one that they were now requesting. Mr. Jarvis advised that the would let Mr. Sagnor know that this is unacceptable
- Mr. Jarvis stated that Pennoni will be surveying the property on Manor Road to provide the “meets and bounds” for an easement legal description relative to the easement to be drawn up for the Manor Road Rehabilitation Project.
- Mr. Jarvis reported that a letter will need to be written to allow the City of Coatesville to record the subdivision plans that were approved by the Board of Supervisors in April of 2017 and that he would notify Mr. and Mrs. Saha that they need to sign the plans which are now at the Township Building. The Supervisors gave Mr. Jarvis direction to prepare the recording letter that will be necessary.
- Mr. Jarvis reported that he had reviewed the documents and application for this evening’s conditional use hearing for Lampart Limited Partnership.
- Mr. Jarvis advised that he would review Ordinance 2016-01 and prepare an amendment to correct wording to reference “Ordinance 2004-04, Adoption of the Uniform

Construction Code”. Ordinance 2016-01 currently reads “Ordinance 2013-04, Pennsylvania Construction Code”; however, this is the Property Maintenance Code ordinance.

- Mr. Jarvis reported that he made adjustments for the Emergency Services Resolution that is being presented for consideration.
- Mr. Jarvis reported that he had a productive conversation with the representative from Verizon regarding the cell tower lease.

OLD BUSINESS:

Consideration to approve the annual Emergency Services Resolution – **Mr. Sciandra made a motion to approve the Emergency Services Resolution, Resolution 2018-06, as presented. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to authorize the Township Solicitor to prepare and advertise an amendment to Ordinance 2016-01 – The Board concurred to authorize the Solicitor to prepare and advertise an amendment to Ordinance 2016-01 as discussed under the Solicitor’s Report.

At this time, Mr. Jarvis departed the meeting.

ENGINEER’S REPORT:

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

Ms. O’Doherty inquired if residents to be affected by the Manor Road project are aware of all work that the Township is doing for this project and asked if a letter should go out to the local residents. Mr. Sciandra stated that he feels a letter should go out closer to work being done. Ms. Proctor noted that notification of the Township being awarded a grant for the project was previously noted in the Township’s newsletter.

OLD BUSINESS CONTINUED:

Consideration to authorize Pennoni Associates to prepare the annual CCR reports – **Mr. Sciandra made a motion to authorize Pennoni Associates to prepare the annual CCR reports at a cost of up to \$3,000. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to approve bid opening for Sucker Run Project to be moved on day to February 14, 2018, at 3:30 p.m. instead of February 13, 2018 as previously approved – **Mr. Sciandra made a motion to approve bid opening for Sucker Run Project to be moved on day to February 14, 2018, at 3:30 p.m. instead of February 13, 2018 as previously approved. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration regarding SALDO recommended revisions – The proposed changes to the SALDO as recommended by the Planning Commission were distributed to the Board of

Supervisors. After discussion, **Mr. Sciandra made a motion to table any decision regarding the recommended SALDO revisions in order to provide the Board of Supervisors' time to review. Mr. Lama seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve M&S Service Company Pump Station annual contract in the amount of \$4,423 – **Mr. Sciandra made a motion to approve M&S Service Company Pump Station annual contract in the amount of \$4,423. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve M&S Service Company iControl annual contract in the amount of \$3,890 – **Ms. O'Doherty made a motion to approve M&S Service Company Pump Station annual contract in the amount of \$3,890. Mr. Lama seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve annual sprinkler system inspection and annual fire alarm system inspection with Oliver Fire Protection & Security – **Mr. Sciandra made a motion to approve annual sprinkler system inspection, in the amount of \$515, and annual fire alarm system inspection, in the amount of \$340, with Oliver Fire Protection & Security. Mr. Lama seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve change order to relocate water and gas lines for the new Township Building project at a cost of \$46,017.32 – **Mr. Sciandra made a motion to approve Change Order #1 in the amount not to exceed \$46,017.32 to relocate water and gas lines for the new Township Building project. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Ratification of approval for LTL to review and issue electrical permit for New Township Building – **Mr. Sciandra made a motion to ratify approval for LTL to review and issue the electrical permit for the New Township Building. Mr. Lama seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Payment #1 for Perrotto in the amount of \$98,963.03 – There was discussion regarding when the payment application was received. Secretary advised at the pre-construction meeting held in October, contractors were advised that their preliminary payment request would need to be submitted to the architect no later than the first Tuesday of each month for review and that the final payment application would need to be filed by the second Tuesday of the month to enable the Township to transfer funds for payment at the Board's second meeting of each month generally held on the third Tuesday of the month. The Board agreed that they would like the final application by the first Tuesday of the month to have adequate time to review. Mr. Sciandra advised that he would contact Kimmel Bogrette and/or Hill International. There was discussion regarding Item 1.14, "Bonds", in the amount of \$40,574. **Mr. Sciandra made a motion to authorize payment request #1 to Perrotto Builders in the amount of \$98,963.03 contingent upon clarification of Item 1.14, "Bonds". Mr. Lama**

seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Ratification to transfer \$98,963.03 from PSDLAF to Coatesville Savings Bank – Mr. Sciandra made a motion to ratify the transfer of \$98,963.03 from PSDLAF to Coatesville Savings Bank for Payment Application #1 to Perrotto Builders. Mr. Lama seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

NEW BUSINESS CONTINUED:

Discussion/consideration to award Mechanical System Bid for New Township Building – Based on the Township Architect's recommendation, Mr. Sciandra made a motion to award the Mechanical Redesign Bid to Trefz Mechanical in the amount of \$812,977. Mr. Lama seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve a cyber policy in the amount of \$2,524.96 – Mr. Sciandra made a motion to approve an expanded cyber policy in the amount of \$2,524.96 with the Beazley Group. Mr. Lama seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of dates for Spring bulk trash pick for 2018 – Mr. Sciandra made a motion to set the spring bulk pick updates as April 30, May 7 and May 21. Ms. O'Doherty seconded the motion. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of dates for community yard sales for 2018 – Mr. Sciandra made a motion to set the community yard sale dates as April 28, May 5, and May 19. Mr. Lama seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of dates for Fall bulk trash pick up for 2018 – Ms. O'Doherty made a motion to set the fall bulk pick updates as October 1, 22 and 29. Mr. Sciandra seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of date for the Township Clean Up Day for 2018 – Mr. Lama made a motion to set May 5, 2018 as the annual Township Clean Up Day for 2018. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of dates for yard waste pick up for 2018 – Mr. Sciandra made a motion to set the 2018 yard waste pick up dates as the second Monday of each month for the North Side and the third Monday of each month for the South side starting in June and ending in October. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of leaf pick up dates for 2018 – **Mr. Sciandra made a motion to set the leaf pick up dates as November 5, 19, 26 and December 3 and 10, 2018. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of Volunteer Luncheon date for 2018 – **Mr. Sciandra made a motion to hold the 2018 Volunteer Luncheon on either April 14 or April 21 at Dutchway pending availability to reserve their banquet room. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration of date for annual employee meeting – **Mr. Sciandra made a motion to hold the annual employee meeting on Monday, February 26 at the Coatesville Moose. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Kris Lenhart to attend the 2018 PA Recreation and Park Society Conference and Expo – **Mr. Sciandra made a motion to authorize Kris Lenhart to attend the 2018 PA Recreation and Park Society Conference and Expo on March 27 through March 30 to include the registration fee of \$475 plus lodging. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to convert the police van to a utility maintenance vehicle – **Mr. Sciandra made a motion to convert the police van to a utility maintenance vehicle for public works contingent upon review and agreement with Chief Friel. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration regarding personnel action – **Mr. Sciandra made a motion to terminate Donna Groff’s employment with Valley Township effective immediately. Mr. Lama seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

APPROVAL OF MINUTES:

Mr. Sciandra made a motion to accept the minutes of the January 2, 2018, Board of Supervisors meeting. Mr. Lama seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

Ms. O’Doherty made a motion to accept the minutes of the January 2, 2018 Reorganization Meeting. Mr. Lama seconded the motion. Question: Ms. O’Doherty – yes; Mr. Lama – yes; Mr. Sciandra – abstain; Ms. Proctor – yes.

TREASURER’S REPORT:

The Treasurer’s Report was accepted as read.

MOTION TO PAY BILLS:

Mr. Sciandra made a motion to pay bills as presented and to add to the list the Supervisors' monthly salary and to delete the payment to Perrotto Builders in the amount of \$98,963.03 as the Board voted on that payment request under Old Business. Ms. O'Doherty seconded the motion. Question: Ms. O'Doherty – yes; Mr. Lama – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

DEPARTMENT REPORTS:

Public Works – The monthly report was distributed to the Board of Supervisors and is on file at the Township Office.

CITIZEN COMMENTS:

None

ADJOURNMENT:

There being no further business to discuss, the meeting was properly adjourned at 11:06 p.m.

Janis A. Rambo, Township Secretary