

## MINUTES FOR MAY 1, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, May 1, 2018, at 7:30 p.m. at the Township Municipal Building, 890 West Lincoln Highway, Coatesville, PA.

The meeting was called to order by Chairwoman Patrice Proctor at 7:50 p.m. Those in attendance were Supervisors Christopher Lehenky, Kathy O'Doherty, Joe Sciandra, and Patrice Proctor. Supervisor Eric Lama was absent. Also in attendance were Ed Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis, Esquire (Township Solicitor). An executive session was held at 6:30 p.m. prior to the meeting to discuss personnel and items on the agenda.

### CITIZENS COMMENTS ON THE AGENDA:

None

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

### CITIZEN'S COMMENTS:

None

### OLD BUSINESS:

Discussion/consideration to authorize payment #1/final to Job Site Resources, LLC in the amount of \$73,575 for Sucker Run Rehabilitation Project – Mr. Rasiul reviewed the payment application request and noted that the contract is 100% complete. Based on the Township Engineer's recommendation, **Mr. Sciandra made a motion to authorize payment to Job Site Resources, LLC in the amount of \$73,575 for the Sucker Run Rehabilitation Project. Ms. O'Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to set up a meeting date with residents regarding the Manor Road Storm Sewer & Road Rehab project – The Board discussed possible dates and times to meet with residents from Manor Road and Wagontown Road. After discussion, it was agreed to hold the meeting on May 9 at 6:00 p.m. Mike Ellis from Pennoni will attend. Letters will be prepared and hand delivered.

### NEW BUSINESS:

Discussion/consideration regarding the 2018 Road Program – Pennoni Associates provided a list of roads for consideration for the 2018 Road Program after meeting with Township staff. A cost estimate was prepared. Additional information will be provided for the Board to consider at their next meeting.

**ENGINEER'S REPORT:**

Mr. Rasiul reviewed and submitted the engineer report which is on file at the Township Office.

Mr. Rasiul also noted that the bridge inspection is complete and a report is being generated.

At this time, Mr. Rasiul departed the meeting.

**SOLICITOR'S REPORT:**

Attorney Jarvis reported on the following items:

- Mr. Jarvis reviewed the procedure for filling the vacancy of Supervisor noting that the Board of Supervisors has 30 days from resignation to appoint. If they do not appoint, it would go to the Vacancy Board who has 15 days to appoint.
- Mr. Jarvis reported that he received correspondence from Art Sagnor today noting that he has filed a *Petition for the Appointment of a Board of Viewers to Open Burgundy Lane in Valley Township* before the Honorable Court of Quarter Sessions requesting three viewers as a Board of Viewers be appointed to undertake proceedings under PA General Road Law to open Burgundy Lane as a possible street/road. Mr. Jarvis stated that he will be filing a response.
- Mr. Jarvis reported that he has meetings with Mr. Sciandra and telephone calls with Andrew Dillon with regards to the performance of H.B. Frazer, the electrical contractor for the new township building. A letter was forwarded to H.B. Frazer and an eMail response was received today. It was noted that H.B. Frazer did not report to work regarding the dispute that they have regarding the existing electrical pole. Mr. Sciandra noted that there was other work that they could be doing.
- Mr. Jarvis noted that he prepared the legal notice for advertisement for the zoning amendment with regards to the definition of casino. Hearing is scheduled for May 9.
- Mr. Jarvis reported that he continues to work with Verizon regarding a lease at the water tower. Verizon's representative inquired about an access agreement. Mr. Jarvis requested that they contact Kris Lenhart to gain access to look at property.
- Mr. Jarvis that he drafted a letter for the City of Coatesville to record the plans for 123 Mt. Airy Road. It was noted that the City's solicitor, John Carnes, picked up the plans during the week of April 23.

At this time, Mr. Jarvis departed the meeting.

**OLD BUSINESS CONTINUED**

Discussion/consideration to approve change orders for the new township building project –  
Three change orders were presented for approval:

- Change Order #4 with H.B. Frazer in the amount of \$2,153 dated April 2, 2018 – Ms. O'Doherty made a motion to approve Change Order #4 with H.B. Frazer in the amount of \$2,153 dated April 2, 2018 for a credit for eliminated fixtures in Room 114A which was removed from the scope of work; an added fire alarm, smoke

**detectors and duct smoke detectors; and a credit for deletion of electric feed for duct heaters HP-4 and JP-6. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

- Change Order #5 with Perrotto Builders in the amount of \$34,131.78 dated April 11, 2018 – Ms. O’Doherty made a motion to approve Change Order #5 with Perrotto Builders in the amount of \$34,131.78 dated April 11, 2018 for all work entailed with ver excavation/backfilling of unsuitable soils; credit offered from fabricator for elimination of sand basting prep from scope of work; reduction of required amount of tempered glazing; and existing sanitary line diversion around foot at column A/1.0. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.
- Change Order #7 with Jay R. Reynolds in the amount of \$13,275 dated April 17, 2018 - Ms. O’Doherty made a motion to approve Change Order #7 with Jay R. Reynolds in the amount of \$13,275 dated April 17, 2018 for additional piping due to mechanical redesign and conformance set revisions. Mr. Lehenky seconded the motion. Question: Mr. Lehenky – nay; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Sciandra reported that Change Order #6 is being reworked with H.B. Frazer relative to electrical rework. He also reviewed the status of a change for the generator that was awarded as a larger unit may now be required to ensure that the building is completely functionable and be used as a heating and cooling facility. Mr. Sciandra also reported that he has confirmation that the FAA is reviewing the design submittal.

Discussion/consideration to appoint an Assistant Clerk I to start May 7, 2018 – Ms. O’Doherty made a motion to appoint Kelly Young as Assistant Clerk I at the rate of \$18.92, per the CBA, to begin May 7, 2018. Ms. Sciandra seconded the motion. Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

### **NEW BUSINESS CONTINUED**

Discussion/consideration regarding to consider utility bill relief for sewer charges for 1000 Hulnick Road – The request for sewer charge relief for 100 Hulnick Road was reviewed. Senior Clerk Janice Duca’s correspondence relative to this account was reviewed. During the water reading in March 2018, the use was high. Ms. Duca sent a water leak notice to the resident on March 29 and Mrs. Steinman called the office on April 3 and did not believe she had any leaks. The Public Works Department read the meter on April and another 4,000 gallons of water was used in about 5 days. The meter was read on April 9 and it appears to be a normal reading. A letter received on April 13, 2018 from Ms. Steinman stated that upon receive the Township’s notice of the noticeable increase in her water use, she immediately contacted a plumber and it was discovered that the plumbing inside a toilet needed to be replaced. It was noted that this water use did indeed go through the sewer system and would have been treated at a cost to the Township. **Based on the information received and verification that the issue was a leaking toilet, Mr. Lehenky made a motion to deny the relief for the sewer charges for 1000 Hulnick Road. Ms. Sciandra seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – nay.

Discussion/consideration to accept the resignation of Eric Lama as Township Supervisor effective May 1, 2018 – **Mr. Sciandra made a motion to accept, with regret, the resignation of Eric Lama as Township Supervisor effective May 1, 2018. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Mr. Sciandra made a motion to advertise for the vacant supervisor with a deadline for resumes and letters of interest by the close of business on May 14, 2018 at 4:30 p.m. in order to interview candidates during the week of May 21 with a possible special meeting on May 30, 2018. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**APPROVAL OF MINUTES:**

**Ms. O’Doherty made a motion to approve the minutes of the March 29, 2018 meeting. Mr. Sciandra seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Ms. O’Doherty made a motion to approve the minutes of the April 17, 2018 meeting. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Mr. Sciandra made a motion to add to the Agenda New Business #4 & 5, searches for manager and police chief. Ms. O’Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration for manager search – **Mr. Sciandra made a motion to start the process for a short-term/interim manager with either a company or individual. Ms. O’Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Mr. Sciandra made a motion to seek a firm or organization to help in the search for a permanent Township Manager. Ms. O’Doherty seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration for police chief search – **Mr. Sciandra made a motion to seek out assistance for a new police chief search. Mr. Lehenky seconded the motion.** Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion regarding Solicitor search – The Board also discussed the upcoming retirement of Alan Jarvis. There was discussion of requesting proposals from local law firms. There was also a suggestion to reach out to the Chester County Bar Association to see if they could send out a notice to their members that Valley Township is accepting proposals for Township Solicitor. **Mr. Sciandra made a motion to contact the Chester County Bar Association requesting**

**RFPs for Township Solicitor by June 1, 2018. Mr. Lehenky seconded the motion.**

Question: Mr. Lehenky – yes; Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**CITIZEN’S COMMENT:**

Marjorie Runk, 385 Rockdale Drive – Ms. Runk inquired about the barn at the end of her “dead end” street. She noted that it had been sold, but there is no address for the property other than a big “2” on the barn door. She knew that items had been moved to both inside and outside the barn and was wondering if it is operating as a business. Mr. Sciandra advised that the would check into this building with the Codes Department.

There being no further business, the meeting was properly adjourned. The meeting adjourned at 9:50 p.m.

Janis A. Rambo  
Secretary/Treasurer