

## MINUTES FOR AUGUST 7, 2018

The regular monthly meeting of the Valley Township Board of Supervisors was held on Tuesday, August 7, 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 7:45 p.m. Those in attendance were Supervisors Kathy O'Doherty, Joe Sciandra, and Patrice Proctor. Also in attendance were Frank Williamson, Jr., Interim Township Manager (Arro Consulting); Edward F. Rasiul of Pennoni Associates, Inc. (Township Engineer) and Alan J. Jarvis, Esquire (Township Solicitor). The Board of Supervisors met in executive session on July 25, 2018, as well as prior to this evening's meeting at 6:30 p.m. to discuss legal and personnel issues.

### CITIZENS COMMENTS ON THE AGENDA:

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. Sciandra – yes; Ms. Proctor – yes.

### BOARD GENERAL COMMENTS:

Ms. Proctor announced that there will be a *Book Bag Give-A-Way/Fun in the Park* event at the Hayti Park on Saturday, August 11 from 10:00 a.m. to noon. One hundred book bags will be given out to children in grades K through 8. The Parks and Recreation Authority is also sponsoring a casino trip on August 18 departing at 10:00 a.m. and returning by 8:00 p.m. Tickets are \$25 with a \$15 casino voucher from Resorts.

### CITIZEN'S COMMENTS:

Charlotte Rokins, 1103 Valley Station Road – It was noted that Ms. Rokins was not present.

Andrea and George Perry, 12 Pinckney Drive – It was noted that Mr. and Mrs. Perry were not present.

Matt Egan, Hillview Homeowner's Association – Mr. Egan was present and reviewed the steps taken by the Hillview HOA regarding three roads – Hulnick Road; Dawman Road; and Rawson Lane – that they would like Valley Township to accept dedication when the other roads in Hillview are accepted. Mr. Egan noted that the HOA had sought relief from the Valley Township Zoning Hearing Board in 2016 for variances from the requirements of Sections 306.2, 309 and 413.C of the Valley Township Zoning Ordinance. A subdivision plan was submitted and reviewed by the Valley Township Planning Commission which includes five waivers which was reviewed and recommended for approval. Mr. Egan noted that comments are still pending from the Chester County Planning Commission. On July 28, 2018, the HOA received a letter of some recommended changes to the drawings that had been submitted which were made and returned to the Township on August 3. Some additional changes have been requested by

Pennoni in a letter issued dated today, August 7, 2018. Several Hillview residents were present in support of these three streets being presented to the Township for dedication.

Mr. Sciandra noted that the Hillview developer used provisions in the ordinances in place at that time to their benefit which kept these three roads private and that he was never in favor of that, so he personally noted that he is in favor of this request moving forward. Both Ms. O'Doherty and Ms. Proctor noted their concurrence with Mr. Sciandra. Mr. Sciandra noted that at this time the Board cannot vote or make any commitments to a future vote by the Board of Supervisors regarding taking dedication. It was noted that the other roads to be offered for dedication by Orleans would not be made in order to get liquid fuel funding for this year's snow removal. Denny Bement who was present as a resident of Hillview said that the HOA did not budget for these three roads to be plowed this winter.

Kathy Drucker, 184 Pinkerton Road – Ms. Drucker stated that she had a plumbing issue at her home and that her plumber had to have the water turned off to do the work. She felt that the \$100 to turn the water off and on is too much. The Board reviewed how this fee is typically applied and that it is \$50 to turn the water off and \$50 to turn the water on. In her case, a public works employee arrived to turn off the water and was able to stay for 15 minutes while the plumber did his work which was done within the 15 minutes and the water was turned back on. It was noted in some instances, water service is turned off and not turned back on for some time, requiring Township personnel to make two trips. Ms. O'Doherty mentioned that the fee schedule is being looked at that this issue and fee would be looked at.

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

Attorney Jarvis reported on the following:

- Mr. Jarvis reported that he is reviewing the deeds of dedication and found one that he does not see was filed. He will have Mr. Ellis of Pennoni review and will proceed accordingly.
- Mr. Jarvis requested that the Board authorize the Township Secretary to sign *Verifications* with regards to the Pleasant Valley (London Track) legal filing.
- Mr. Jarvis reviewed the Conditional Use application submitted by Pilquist Enterprises, Inc. (d/b/a NaturaLawn of America) and stated that he believes additional information is needed. It was noted that a review letter from Pennoni should be issued in the next few days which will outline outstanding information to support the application.

**Ms. Sciandra made a motion to authorize the Township Secretary to sign *Verifications* for the Pleasant Valley Subdivision legal filing. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

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

Discussion/consideration to appoint Township Solicitor – It was noted that the Township received six proposals and interviewed four firms. **Ms. O'Doherty made a motion to appoint Unruh Turner Burke & Frees with Andrew Rau as the primary lead at a rate of \$185 per**

**hour for attorney fees and \$80 per hour for paralegal fees. Ms. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Mr. Jarvis departed the meeting.

**ENGINEER’S REPORT:**

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

**OLD BUSINESS:**

Discussion/consideration to approve Change Order #1 with MECO Constructors, Inc. in the amount of \$2,479.28 for sanitary sewer manhole replacement frames and lids on two manholes – **Mr. Sciandra made a motion to approve Change Order #1 with MECO Constructors Inc. in the amount of \$2,479.28 for sanitary sewer manhole replacement frames and lids. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve Payment #2 to MECO Constructors, Inc. in the amount of \$131,419.33 for the Manor Road Project – **Mr. Sciandra made a motion, based on the recommendation of the Township Engineer, to approve payment to MECO Constructors, Inc., in the amount of \$131,419.33 for the Manor Road Project. Mr. Lehenky seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to authorize Collinson, Inc. to remove and dispose 75 lf of existing guiderail and install 50 lf of new type 31-S guiderail with longer posts, Type 31 strong posts in line post anchors on Manor Road at a cost of \$4,600 – **Ms. O’Doherty made a motion to ratify the authorization to Collinson, Inc., to remove and dispose 75 lf of existing guiderail and install 50 lf of new type 31-S guiderail with longer posts, Type 31 strong posts inline post anchors on Manor Road at a cost of \$4,600. Mr. Sciandra seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Consideration to approve submission of VPP Application for Comprehensive Plan Revision – Mr. Rasiul noted that the estimate for the Comprehensive Plan Revision is \$59,000, slightly higher than the estimate that was submitted in Round 1 earlier this year of \$57,000. The Township match is 30%. **Mr. Sciandra made a motion to approve submission of the VPP grant application for a Comprehensive Plan Revision in the amount of \$59,000. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**NEW BUSINESS:**

Discussion/consideration to release remaining professional fee escrow to James J. Terry Funeral Home in the amount of \$5,710.83 – **Mr. Sciandra made a motion to release the remaining professional fee funds from the James J. Terry Funeral Home in the amount of \$5,710.83. Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

At this time, Mr. Rasiul departed the meeting.

Discussion/consideration to set date for Conditional Use Hearing for Pilquist Enterprises, Inc. (d/b/a Naturalawn of America) – Mr. Sciandra made a motion to table any consideration to set a date for a Conditional Use Hearing for Pilquist Enterprises, Inc. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to authorize member of Road Crew to work at “Book Bag Give Away/Fun in the Park” – Mr. Sciandra made a motion to authorize one member of the Road Crew to work four hours for the Book Bag Give Away/Fun in the Park to be held on August 11. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to authorize two members of Public Works to work at Valley Day – Mr. Sciandra made a motion to authorize a total of 24 hours of public works overtime to work Valley Day. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to use Hayti Park on August 12, 2018 from 3:00 to 6:00 p.m. – A resident from Front Street applied for a Park Use Permit on today’s date to use the Hayti Park on Sunday, August 12 for a birthday party to include a “bounce house”. After review of the application and discussion, Mr. Sciandra made a motion to permit the use of the Hayti Park on August 12, 2018, from 3:00 to 6:00 p.m. contingent upon a Certificate of Insurance, naming Valley Township as an additional insured, being received for the bounce house by noon on August 10 and that all other rules and regulations be followed including clean up and removal of the bounce house following the party. Ms. O’Doherty seconded the motion. Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

#### MANAGER’S REPORT CONTINUED:

Discussion/consideration to approve Change Orders #1, #8 and #9 for the new Township Building – Mr. Sciandra made a motion ratify the following Change Orders for the new Township Building:

- **Change Order #1 to Perrotto Builders in the amount of not to exceed \$46,071.32 to remove/reinstall existing waterline; excavate and backfill existing gas line.**
- **Change Order #8 to Trefz Mechanical, Inc. in the amount of -\$14,355 to remove insulation, jacketing and heat trace at interior and exterior piping.**
- **Change Order #9 to H.B. Frazer Company in the amount of -\$2,197.00 for additional GFCI receptacles and remove feed to duct heater HP-6 and HP-15; changes to ERVs 1 through 5.**

**Ms. O’Doherty seconded the motion.** Question: Ms. O’Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to approve purchase of a new emergency generator for new Township Building through CoStars – After discussion, Mr. Sciandra made a motion to authorize the

**purchase of a Generac 250 kw generator from Modern Power Systems, through CoStars, per their quote #20194558 dated July 30, 2018 in the amount of \$107,600. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

**Mr. Sciandra made a motion that the cost of the 250-kw generator will be charged against the project contingency. Ms. O'Doherty seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to remove Kelly Young from probationary status – **Ms. O'Doherty made a motion to remove Kelly Young from probation status. Ms. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration to clarify personal/sick/vacation allocation for Janis Rambo for the remainder of the year – **Ms. O'Doherty made a motion that all leave time will be pro-rated for the remainder of 2018 in order to move her to a calendar-year basis. Mr. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Discussion/consideration for Workplace Safety Committee membership – **Ms. O'Doherty made a motion to add William Handy, Sr., Wayne Winters, and John Winters to the Workplace Safety Committee retroactive to July 1, 2018. Ms. Sciandra seconded the motion.** Question: Ms. O'Doherty – yes; Mr. Sciandra – yes; Ms. Proctor – yes.

Mr. Williamson noted that he would begin to look into codification of the Township's ordinances.

#### **APPROVAL OF MINUTES:**

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

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

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

There being no further business, the meeting was properly adjourned. The meeting adjourned at 10:00 p.m.

Janis A. Rambo  
Secretary/Treasurer