

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATIONAL & REGULAR MEETING
JANUARY 7, 2008
7:30 PM

I. Call to Order, Pledge of Allegiance

- A. Elect Chairman (Resolution 08-1)
- B. Elect Vice Chairman (Resolution 08-2)
- C. Appoint Police Commissioner Resolution 08-3)
- D. Appoint Township Officials (Resolution 08-4)
 - Manager/Secretary – Louis F. (Rick) Smith, Jr.
 - Director of Finance/Treasurer - Kathleen Glass
 - Director of Public Works – Mark Miller
 - Zoning Officer – Mark Gordon
 - Assistant Zoning Officer – Louis F. (Rick) Smith, Jr.
 - Building Inspectors – Taylor H (Mike) Merwin & Gary Althouse
 - Fire Marshal – Ralph Brown
 - Assistant Fire Marshals – Diane Degnan & Mark Miller
 - Solicitor – Buckley, Brion, McGuire, Morris & Sommer
 - Engineer – Yerkes Associates
 - Back-Up Engineer - Chester Valley Engineers
 - Emergency Management Coordinator – William Keslick
 - Assistant Emergency Management Coordinator – Ralph Brown
- E. Re-Appoint Township Employees (Resolution 08-5)
- F. Appoint Township Depositories for Township Funds (Resolution 08-6)

Sovereign Bank
First National Bank of West Chester
National Penn Bank
PLGIT-PA Local Government Trust and Plus
Commerce Bank
Wachovia Bank
Citizens Bank
Penn Liberty Bank

Authorize Director of Finance/Treasurer to make investments at banks paying the best rate of interest and with the best terms.

F. Certify Delegates to the State Convention (Resolution 08-7)

Five Supervisors, Manager and Director of Finance/Treasurer will be affirmed as delegates.

Voting Delegate: Rick Smith

Alternate Voting Delegate: Kathleen Glass

G. Confirm 2008 Holiday Schedule (Resolution 08-8)

H. Confirm 2008 Meeting Schedule (Resolution 08-9)

I. Appoint Berkheimer Associates as the Act 511 – Earned Income Tax Collector for the Township (Resolution 08-10)

J. Appoint Berkheimer Associates as the Local Services Tax Collector for the Township (Resolution 08-11)

K. Establish 2007 Public Safety Boundaries (Resolution 08-12)

L. Authorize participation in the VALIC 457 Plan (Resolution 08-13)

M. Authorize participation in the Pension Plan, invested with Key Financial Inc. & RTD financial Advisors, Inc. and authorize Director of Finance/Treasurer as Pension Plan Administrator. (Resolution 08-14)

N. Establish Treasurer's Bond for 2008, in the amount of \$5,000,000 (Resolution 08-15)

O. Establish Manager's Bond for 2008, in the amount of \$1,000,000 (Resolution 08-16)

P. Establish Tax Collector's Bond for 2008, in the amount of \$500,000 (Resolution 08-17)

Q. Establish 2008 Invoice Authorization Process (Resolution 08-18)

R. Authorize Director of Finance/Treasurer to Pay Bills at the End of the Year (Resolution 08-19)

S. Appoint Check Signers (Resolution 08-20)

Louis F. Smith, Jr. & Kathleen Glass, with Diane Degnan as the alternate.

- T. Authorize payment of certain operating disbursements that may become due and payable prior to Board of Supervisors' review and approval. (Resolution 08-21)
- U. Establish that the 2007 Mileage Rate shall be the rate as set by the IRS (\$0.505) (Resolution 08-22)
- V. Appoint Township Manager and his Designee as Bid Opener (Resolution 08-23)
- W. Appoint Maillie Falconiero as independent auditors for the Township (Resolution 08-24)
- X. Authorize participation in the Section 125 Premium Only Plan for Health, Dental and Life Insurance (Resolution 08-25)
- Y. Confirm the appointment of Senya Isayeff as the representative and Megann Hedgecock as the alternate representative to the West Chester Regional Planning Commission (Resolution 08-26)
- Z. Establish Rules for video or audio recording of a meeting. (Resolution 08-27)
- AA. Establish policy regarding requests for Public Records. (Resolution 08-28)
- BB. Establish Meeting Procedure (Resolution 08-29)
- CC. Establish procedure for notification of Township residents of applications for development, conditional uses, variances, and zoning map amendments (Resolution 08-30)
- DD. Confirm that the Township will accept the post mark as the date paid for real estate taxes. (Resolution 08-31)
- EE. Establishing minimum restoration requirements for openings in Township Roads and Road Right-of-Ways (Resolution 08-32)
- FF. Consider the appointment of the Supervisor selected by the Thornbury Township Board of Supervisors as the "Citizen at Large Member" to the Police Commission. (Resolution 08-33)
- GG. Establish the 2008 Fee Schedule (Resolution 08-34)
- HH. Establish the West Chester Area Council of Government Board of Appeals as the body to hear appeal to the Building Codes (Resolution 08-35)
- II. Establish mailbox replacement policy (Resolution 08-36)

- JJ. Establish discount and penalties for the Real Estate Tax
(Resolution 08-37)
- KK. Confirming mutual aid agreements (Resolution 08-38)
- LL. Establish Policy for the release of financial information
(Resolution 08-39)
- MM. Establish policy that the postmark will be considered the date paid for real estate taxes (Resolution 08-40)
- NN. Establish a policy concerning the use of e-mail (Resolution 08-41)

II. Approval of Minutes:

December 11, 2007
December 18, 2007

III. Chairman's Report:

Announce that the Board met in Executive Session on December 18, 2007 to discuss a personnel matter.

Announce time limits for Board meetings.

Announce Saturday, January 12, 2008 Planning Session.

Award bids

Announce that East Goshen Township has been awarded first place in the PSATS Electronic Newsletter category

IV. Treasurers Report/ Approval of Vouchers:

2007
 General Fund
 Receipts: _____ Expenditures: _____

Transportation Fund
 Receipts: _____ Expenditures: _____

Sewer Operating Account
 Receipts: _____ Expenditures: _____

Refuse Account
Receipts: _____ Expenditures: _____

Capital Reserve
Receipts: _____ Expenditures: _____

State Fund
Receipts: _____ Expenditures: _____

V. Old Business:

None

VI. New Business:

- A. Consider a request from Cephalon to confirm that that do not need to go thru the conditional use process again for the phased conversion of their facility at 905 Airport Road to a data center.
- B. Consider approval for Sorrell Hill Escrow Release #1 in the amount of \$38,140.00 per the recommendation of Mark Miller, Public Works Director.
- C. Consider approval for YMCA Family Center Escrow Release #2 in the amount of \$936,661.10 per the recommendation of Mark Miller, Public Works Director.
- D. Consider approval for Park Avenue #3 Escrow Release in the amount of \$17,060.00 per the recommendation of Mark Miller, Public Works Director.

VII. Any Other Matter:

VIII. Correspondence Reports of Interest:

- A. Acknowledge Pennoni Associates, Inc. letter of intent to submit an application to the Pennsylvania Department of Environmental Protection (DEP) for the Green Hill Sewer Association.
- B.

IX. Meetings & Dates of Importance:

January 2, 2008	Planning Commission	7:00 PM
January 3, 2008	Park & Recreation	7:00 PM
January 7, 2008	Board of Supervisors	7:30 PM
January 8, 2008	Board of Auditors Re-Org	7:00 PM
January 12, 2008	Planning Session	8:05 AM
January 12, 2008	Historical Commission ws	10:30 AM
January 14, 2008	Municipal Authority	7:00 PM
January 14, 2008	Board of Supervisors Joint Executive Session w/Westtown Township Regarding Police Labor	

	Contract	7:00 PM
January 15, 2008	Board of Supervisors	7:00 PM
January 16, 2008	Conservancy	7:00 PM
January 17, 2008	Local Traffic Advisory	1:00 PM
January 21, 2008	Martin Luther King Day – Office Closed	
January 22, 2008	Board of Supervisors ws	7:00 PM

X. Public Comment

XI. Adjournment

REMINDER – Newsletter Article Submission Due Date:

<u>Article Due Date</u>	<u>Delivery date</u>
2/9/08	4/1/08
5/11/08	6/1/08
8/10/08	10/1/08
11/9/08	1/2/09

**BOARD OF SUPERVISORS
WORKSHOP
January 7, 2008**

7:00pm

1. Review Agenda
2. Review Invoices
3. Select Liaisons to
 - a. Planning Commission
 - b. Historical Commission
 - c. Conservancy Board
 - d. Municipal Authority
 - e. Deer Management Committee
 - f. West Chester Area Council of Governments
4. Line Road Path
5. Any Other Matter
6. Liaison reports
7. Subdivision, Land Development, CU & ZHB applications