

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP
Tuesday, January 26, 2010
7:00 PM

1. Pledge of Allegiance
2. Public Comment
3. Invoices
4. Minutes of 1/19/10
5. Employee Pension Plan
6. Update on Traditions
7. I & I Report
8. Township Landscaping
9. Parking fines
10. List of Discretionary Budget Items
11. Public Works Costs for parks Programs
12. Utility Delinquent Account Payment Application
13. Review Action List
14. Any Other Matter
15. Liaison reports
16. Subdivision, Land Development, CU & ZHB applications

**EAST GOSHEN TOWNSHIP
MEMORANDUM**

TO: BOARD OF SUPERVISORS
FROM: JOE GILL, ASSISTANT MANAGER
SUBJECT: EMPLOYEE PENSION PLAN
DATE: 1/22/2010
CC: RICK SMITH, MANAGER

We met last week with Tom Anderson, the Administrator of the Township's non-uniformed employee pension plan. A copy of his follow-up letter is attached (5pg).

Given the current economic climate, it was the conclusion of the meeting that we propose to the Board that a Defined Contribution Plan be established for all new employees and all current employees be given the option of choosing to continue in the current Defined Benefit Plan or to move to the new Plan.

Employee switching will necessitate a lump sum payment by the Township to the Pension Fund making whole vested employees' accumulated benefits, though, in the long run, the Township will have a lower financial liability that is less volatile to market fluctuations. The amount of the payment would not be known until participants are informed of the current value of their vested benefits and then make an election as to whether they would want to switch or not. Only those switching would cause the additional payment to the Plan.

We can further discuss the intricacies at a Board Meeting.

JAN 20 2010

January 18, 2010

Mr. Rick Smith
Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

RE: Non-Uniformed Pension Plan

Dear Rick:

I am writing as a follow-up to our January 13th meeting as it pertains to modifying the benefit structure of the Township's Non-Uniformed Pension Plan.

Currently, the Non-Uniformed Pension Plan maintains a defined benefit structure. The cost associated with funding this plan changes every two years. The increase or decrease in the Township's obligation is based upon investment return, individual ages, plan benefit structure, salary increases, disabilities, and death of plan participants.

An alternative to maintaining a defined benefit pension plan would be a defined contribution pension plan. A defined contribution pension plan is simplistic in determining your municipality's annual obligation. The Township determines the employer's contribution percentage and then this figure is multiplied by the employees' annual salary in order to determine the Township's obligation. The Township's obligation is not determined by any economics or demographic conditions.

Page Two

The defined contribution pension plan could be designed to minimize a Township's obligation such as requiring that a participant must be a member of the plan on December 31st in order to be eligible for an employer contribution, and utilizing forfeiture account balances to offset a future employer contribution.

As we discussed, in order to avoid any dissatisfaction with the current employees, the Township could elect to continue to maintain the current plan but any new hires would become participants in the new defined contribution pension plan. The Township also could offer a one-time opportunity for current active members of the defined benefit plan to voluntarily convert their membership to the defined contribution plan. Enclosed are examples of a voluntary election form and account statement that the current active employees could be given if the Township considers the possibility to convert membership between plans.

In proposing this alternative pension plan, the Township would be able to begin to reduce its annual obligation for the future. If I can be of further assistance, please do not hesitate to contact me.

Sincerely,


THOMAS J. ANDERSON

TJA/da

Enc.

EAST GOSHEN TOWNSHIP LETTERHEAD

I, _____ have been advised of my pension options by the Township of East Goshen.

The Township of East Goshen is considering offering a one-time opportunity to allow current active members of the Non-Uniform Defined Benefit Pension Plan to voluntarily convert their membership to the newly formed Defined Contribution Pension Plan. I understand that if I voluntarily transfer my participation to the Defined Contribution Pension Plan, I am terminating my participation in the Defined Benefit Pension Plan and forfeiting all pension benefits within this Plan. All prior service that has accrued with my participation in the Defined Benefit Pension Plan will be fully transferred to the Defined Contribution Pension Plan. It is also understood that my transferable account balance provided to me as of January 1, 2010, will be transferred from the Defined Benefit Pension Plan and be deposited into the Defined Contribution Pension Plan. I understand that I have until February 28, 2010 to make this voluntary election and after which time, transfer of participation between plans will no longer be available. I have been given the opportunity by the Township of East Goshen to ask any questions relating to the Defined Benefit Pension Plan, the Defined Contribution Pension Plan, and the transfer of my participation. I understand my pension options and have voluntarily elected to transfer my participation from the Non-Uniform Defined Benefit Pension Plan to the Non-Uniform Defined Contribution Pension Plan.

Print Employees Name

Date of Election

Signature of Employee

Witness by East Goshen
Twp. Official

EAST GOSHEN TOWNSHIP

NON-UNIFORM PENSION PLAN

Proposed Defined Contribution Pension Plan for new full-time employees hired on or after January 1, 2010. New hires would not be eligible for participation within the Township's current Defined Benefit Pension Plan.

Summary of Proposed Plan

- . Employer rate of contribution - ___% of payroll
(TO BE DETERMINED)
- . Employer contribution would be given to employees who are members of the Plan as of December 31st of each year
- . Employees' contributions would not be required
- . Vesting schedule - (POSSIBLE SCENARIO)
 - Less than 5 years of service - 0%
 - 5 or more years of service - 100%
- . Employee eligibility requirements for participation include completion of 6 consecutive months of full-time employment
- . Date Plan to be established - January 1, 2010
- . Possible Opportunity for current full-time employees to transfer into new Plan

6086

**NONUNIFORMED PENSION PLAN
ACCOUNT BALANCE STATEMENT**

Employee Name:

Normal Retirement Under Current Plan	01-Apr-27	
Date of Hire	18-Mar-02	
Years of Service	5.79	
Vested Interest Under Current Plan	0%	
Vested Interest Under New Plan	100%	
Transferable Account Balance as of:	01-Jan-08	\$5,541.37

Participants become fully vested in their accounts attributed to employer contributions in accordance with the following schedule:

Current Plan (Defined Benefit Pension Plan):	
Less Than Ten (10) Years	: 0%
Ten (10) Years or More	: 100%
 New Plan (Defined Contribution Pension Plan)	
Less Than Five (5) Years	: 0%
Five (5) Years or More	: 100%

This statement is meant to outline the amount available to you if you were to transfer your membership from the Defined Benefit Pension Plan (Current Plan) to the Defined Contribution Pension Plan (New Plan). If a conflict should arise between this outline and the governing plans' documents, the governing plans' documents would preside.

This statement was prepared as of: 01-Jan-08

WORKSHOP
7.
1pg

January 15, 2010

To: Board of Supervisors

From: Mark Miller

Re: 4th Quarter 2009 I & I Report

October

We televised the collection lines in Mill Valley and the Reserve at Spring Meadows.

November

We televised and cleaned over 6,000 feet of pipe in Rockland (Supplee Valley East) , Wentworth, the Ridley Creek Interceptor and its creek crossings. While televising we inspected each lateral, we found 17 laterals that needed some type of repair.

December

We inspected lateral connections for missing caps in the following developments.

Mill Valley (2 areas were repaired for INI.) We also found a leak on West Whiteland side.

The Reserve at Spring Meadow (4 Lateral Caps were repaired.)

West Chester Pike from Ellis to Westtown Way. (2 INI repairs were made)

Fairway Village was televised and cleaned with 8 lateral repairs.

We also pulled every manhole from the Township Building to the Ridley Creek Sewer Plant.

WORKSHOP
8

FILE COPY 5/10/08

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Voice (610) 692-7171
Fax (610) 425-8950
E-mail rsmith@eastgoshen.org

Date: December 21, 2009
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Landscaping at the Township Building

Mark reviewed the WD Wells plan for the front of the Township Building. He advised me that since our labor rates are higher than Wells it would cost more to have the Township purchase and install the plantings.

F:\Data\Shared Data\Public Works Dept\Buildings\Twp. Bldg. 1580 Paoli Pike\Memo to BoS re landscaping 122109.doc

WD WELLS	\$ 2,903	INSTALLED
MAIN LINE	\$ 2,643.66	INSTALLED
MAIN LINE	1,143.66	(PLANTS ONLY)

205

Proposal

W.D. Wells & Associates, Inc.

Design/Build Landscape Contractors &
Professional Garden Care

www.wdwells.com

190 Woodcrest Road West Grove, PA 19390
(610) 869-3883 (302) 234-1990 FAX (610) 869-4288

PA H.I.C. #PA002308

5025

Submitted To E. Goslee Township 1580 Paoli Pike West Chester, Pennsylvania 19380	Job Name APD/ Township Building Entrance		
	Phone (610) 692-7171	Designer Anthony Dufour	Date 11/11/2009

Scope of Work

Per design supplied:

1. Remove existing plants within front beds, and dispose of debris legally. (2) dogwoods to remain.
2. Remove sod as necessary to expand beds.
3. Rototill beds to a 6" depth where utilities do not conflict (Township to mark roof drain lines and walkway lighting lines).
4. Install plants listed below, and mulch with 2-3" depth of shredded bark mulch.
5. Seed disturbed lawn areas (abandoned shrub beds) with grass.

ALTERNATE: Total cost without rudbeckia, \$2,561.00.
(cost for rudbeckia, \$267.00)

Cost is good for remainder of 2009, and may need to be recalculated for 2010. Installation in 2009 is subject to favorable weather conditions.

Materials

Landscape Material

2 Pounds Shade Mix Lawn Seed-shade

Plants

Flowering Shrubs

6 Each	#3 cont. 18 - 24"	Fothergilla gardenii	Dwarf Fothergilla
1 Each	#5 cont. 30 - 36"	Ilex verticillata 'Southern Gentleman'	Southern Gentleman Winterberry (males)
2 Each	3 - 4' B&B	Ilex verticillata 'Winter Red'	Winter Red Winterberry

Perennials

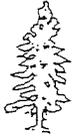
9 Each	#1 cont.	Astilbe x arendsii 'Bridal Veil'	Bridal Veil Astilbe (False Spirea)
30 Each	#1 cont.	Liriope muscari 'Big Blue'	Lilyturf
18 Each	#1 cont.	Rudbeckia fulgida 'Goldstrum'	Orange Coneflower

Spreading Evergreens

6 Each	#3 cont. 18 - 24"	Cephalotaxus harringtonia 'Prostrata'	Japanese Plum Yew
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Proposal

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(610) 869-3883 (302) 234-1990 FAX (610) 869-4288

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5025

Submitted To 1580 Paoli Pike West Chester, Pennsylvania 19380	Job Name APD/ Township Building Entrance		
	Phone (610) 692-7171	Designer Anthony Dufour	Date 11/11/2009

Proposal Total - \$2,903.00

Terms: 33% deposit due at signing, 33% due on the day work starts and balance due upon receipt of invoice unless otherwise stated. Service charge is 2% on balance per month which is 24% per annum.

See following sheet for conditions, guarantees & specifications.

Authorized Signature APD

Note: This proposal may be withdrawn by us if not accepted within 45 days.

Acceptance of Proposal :

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

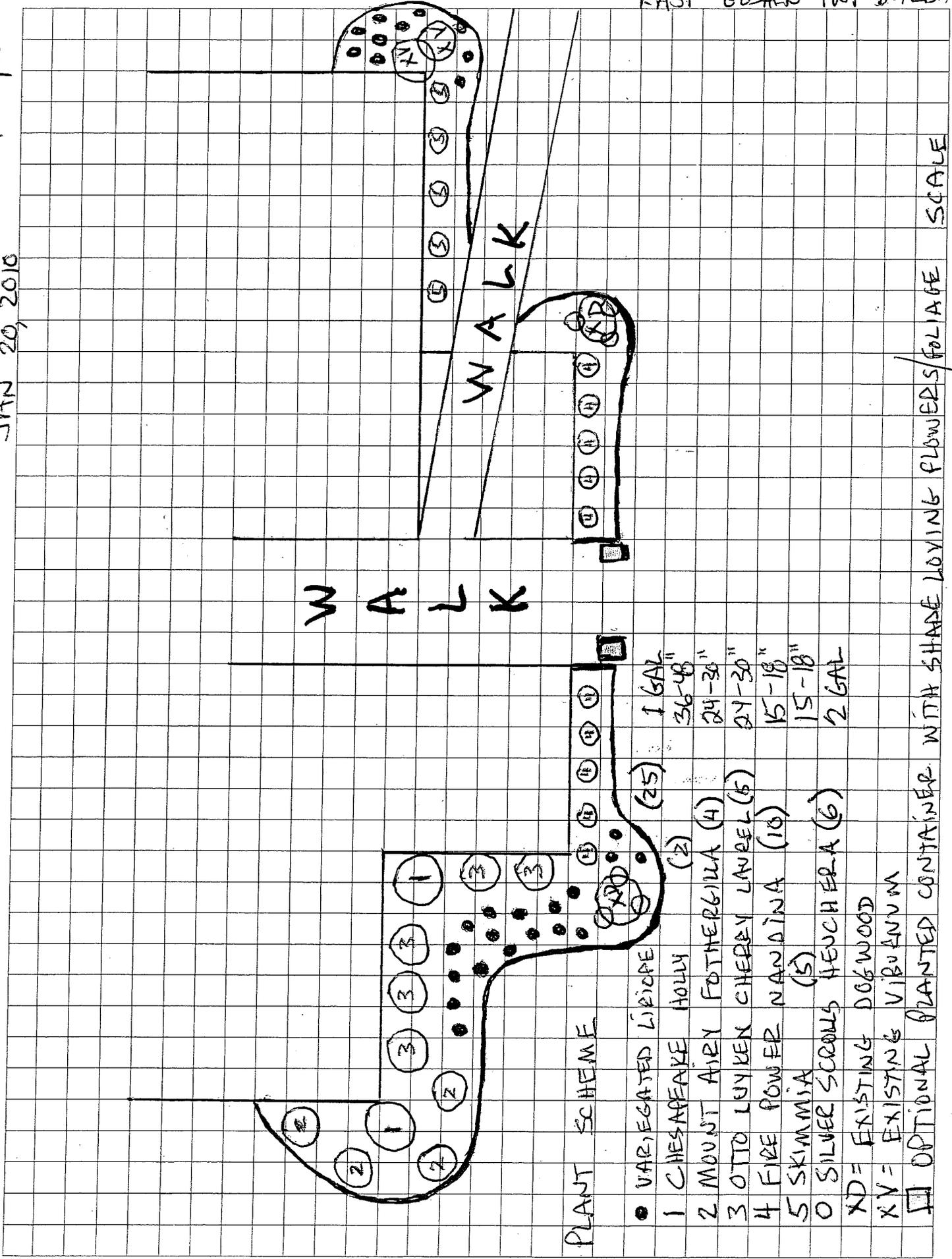
Signature _____

Date of Acceptance: _____

Signature _____

PG 1/2

JAN 20, 2010



W A L K

W A L K

PLANT SCHEME

- VARIEGATED LIRIOPE (25) 1 GAL 36-48"
- 1 CHESAPEAKE HOLLY (2) 24-30"
- 2 MOUNT AIREY FOTHERGILLA (4) 24-30"
- 3 OTTO LUYKEN CHERRY LAUREL (5) 15-18"
- 4 FIRE POWER NANDINA (10) 15-18"
- 5 SKIMMIA (5) 2 GAL
- 0 SILVER SCROLLS HEUCHERA (6)

XD = EXISTING DOGWOOD

XV = EXISTING VIBURNUM

□ OPTIONAL PLANTED CONTAINER WITH SHADE LOVING FLOWERS/FOLIAGE

SCALE

1/4" = 2'

OPTION #1

PLANT MATERIAL ONLY PROVIDED

QUANTITY	PLANT	PRICE	TOTAL
25	VAREGATED LIRIOPE	7.99	199.75
2	CHESAPEAKE HOLLY	139.99	279.98
4	MOUNT AIEY FOOTNER GILLA	39.99	159.96
5	OTTO LUYKEN CHERRY LAUREL	79.99	399.96
10	FIRE POWER NANDINA	29.99	299.99
6	SILVER SCROLLS HEUCHERA	14.99	89.94

*
PLANT MATERIAL
VOIDED BECAUSE
OF DISCOUNT
PRICING

TOTAL 1429.58

TWP PRICE \$1,143.66**

OPTION #2

PLANT MATERIAL PROVIDED AND INSTALLED BY MAIN LINE GARDENS

INCLUDING

TEAR OUT & DISPOSAL OF PLANT MATERIAL

(EXCEPT (2) DOGWOOD & (2) VIBURNUM)

STARTER FERTILIZER & 3 CUBIC YARDS PREMIUM HARDWOOD MULCH

TOTAL PRICE \$2,643.66

EAST GOSHEN TOWNSHIP DISCRETIONARY BUDGET ITEMS TO BE CONSIDERED EACH YEAR	TYPICAL COST	CUT IN 2009	CUT IN 2010	COMMENTS
FIREWORKS	\$35,000	\$35,000	\$35,000	Assumes \$20,000 cost with \$20,000 donations
SNOW -EQUIPMENT RENTAL	\$12,800	\$4,098	\$4,098	Rent for only 3 months for cost of \$6,702
DEER VEHICLE COLLISION	\$12,000	\$12,000	\$12,000	Proceed only if grant is received
ABC APPRECIATION EVENT	\$12,000	\$4,000	\$0	Board approved to keep event
PARK - POND TREATMENT	\$11,625	\$11,625	\$10,125	Reduced to \$1,500 in 2010
SHOP - DIAGNOSTIC EQUIPMENT	\$8,000	\$8,000	\$8,000	Moved to Capital Reserve Fund
PARK - SATELLITE PARK IMPROVEMENTS	\$6,500	\$6,500	\$5,750	Reduced to \$750 in 2010
PARK - TOT LOT	\$5,800	\$5,800	\$5,800	No budget for 2010
PARK - PATHWAYS	\$5,384	\$5,384	\$5,384	No budget for 2010
PARK - LANDSCAPING	\$3,850	\$3,850	\$3,850	No budget for 2010
HOLIDAY HAMS AND TURKEYS	\$2,000	\$2,000	\$2,000	Cut for 2010
AUTO ALLOWANCE (MILEAGE)	\$1,738	\$1,738	\$738	Reduced to \$1,000 for 2010
MEETING REFRESHMENTS, LUNCHEONS	\$1,600	\$1,600	\$1,600	Cut for 2010
STATIONERY	\$1,600	\$1,600	\$600	Reduced to \$1,000 for 2010
MOVIE NIGHT AT THE PARK	\$1,100	\$1,100	\$1,100	Cut for 2010
CONTRIBUTION TO VOL FIRE COMPANIES	\$239,000		\$7,000	Fire Company requests \$246,000. Budget is \$239,000
FILL VACANT PUBLIC WORKS POSITION	\$74,000			
CONTRIBUTION TO MALVERN LIBRARY	\$33,868		\$15,868	Contribute \$18,000 in 2010
GENERAL EXPENSE - (SEE DETAIL SHEET)	\$14,287		\$4,287	Reduced to \$10,000 for 2010
CONTRIBUTION TO HEALTH SERVICES	\$10,000		\$4,000	Contribute \$6,000 in 2010
SALARIES FOR TEMPORARY ADMINISTRATION STAFF	\$7,500		\$7,500	Cut for 2010
COFFEE & WATER AT TOWNSHIP BUILDING	\$3,200			
WCACOG DUES	\$500		\$500	
EXPENSES PAID BY ABC'S OR SPECIFIC DEPARTMENTS:				
DMC - BAIT STATION TICK PROGRAM	\$16,357		\$6,357	Reduced to \$10,000 for 2010
DMC- GENERAL SUPPORT	\$13,900		\$6,400	Reduced to \$7,500 for 2010
HISTORICAL COMMISSION - CONSULTANT	\$5,956		\$2,856	Reduced to \$2,500 for 2010
PUMPKIN FESTIVAL	\$4,000		\$4,000	Event funded for 2010
CONSERVANCY BOARD - PROFESSIONAL SERVICES	\$2,000		\$1,000	Reduced to \$1,000 for 2010
PLANNING COMMISSION - CONSULTANT	\$2,000		\$2,000	No budget for 2010
EGG HUNT	\$2,000		\$2,000	Event funded for 2010
CONSERVANCY BOARD - LANDSCAPING	\$2,000			
DMC - COMMUNICATION & EDUCATION	\$1,000			
PENNSYLVANIA MUNICIPAL AUTHORITY	\$750			
CHESTER COUNTY HISTORICAL SOCIETY MEMBERSHIP	\$500			
BRANDYWINE CONSERVANCY MEMBERSHIP	\$450			
COLE INFORMATION SERVICE - REVERSE PHONE DIRECTORY USED BY PWD	\$354			
NATIONAL FIRE PROTECTION ASSOCIATION - 2 MEMBERS	\$300			
PA RECREATION AND PARKS SOCIETY - 7 MEMBERS	\$280			
HISTORICAL COMMISSION -EVENTS	\$214			
AMERICAN WATER WORKS ASSOCIATION	\$173			
INTERNATIONAL CODE COUNCIL	\$135			
ASSOCIATION FOR PA MUNICIPAL MANAGEMENT	\$125			

202

EAST GOSHEN TOWNSHIP DISCRETIONARY BUDGET ITEMS TO BE CONSIDERED EACH YEAR	TYPICAL COST	CUT IN 2009	CUT IN 2010	COMMENTS
E. PA WATER POLLUTION CONTROL OPER ASSOC (2 MEMBERS)	\$120			
IOBP - SAFETY ALERT MAGAZINE	\$117			
PENNSYLVANIA PLANNING COMMISSION - 1 MEMBER	\$104			
WILDLIFE SOCIETY	\$102			
PA ENVIRONMENTAL COUNCIL MEMBERSHIP	\$100			
PENNSYLVANIA CODE OFFICIALS - 2 MEMBERS	\$90			
PALCM L3P MEMBERSHIP	\$65			
CC HISTORIC PRESERVATION NETWORK MEMBERSHIP	\$60			
FIREHOUSE MAGAZINE	\$50			
WASTE NEWS (1MEMBER)	\$49			
PENNSYLVANIA BUILDING OFFICIALS CONFERENCE - 1 MEMBER	\$45			
NATIONAL TRUST FOR HISTORIC PRESERVATION	\$30			
PA FORESTRY ASSOCIATION	\$25			
TOTAL	\$556,203	\$104,295	\$159,813	

MEMO

To: Board of Supervisors
From: Deb Beury
Re: Public Works Costs for Parks Programs
Date: January 21, 2010

The Board has requested a separate line item in the Park and Recreation expenses identifying the dollar value of public works staff time when they support various Park and Recreation events.

I have added account number 01452-1440 Public Works Support For Events which you will see in future financial reports.

I have asked Mark Miller to instruct his staff to indicate on their timesheets any time they spend support an event and the Finance department will post the dollar amount of that time to this new account when processing payroll.

MEMO

To: Board of Supervisors
From: Deb Beury
Re: Utility Delinquent Account Payment Application
Date: January 21, 2010

Presently when a payment is received on an account with a past due balance (including accounts with liens), we apply that payment towards the resident's current bill. This application is most favorable to the resident since it avoids the 10% penalty on the current bill. For a single family residence with sewer and trash service, a 10% penalty would be \$24.20.

When a resident requests a payment plan, we advise the resident that in addition to the monthly payment plan, they must pay their current invoice on time or they will be removed from the plan.

BOS Pending Actions List

13. ACTION LIST
4 pop

Type	Item	Original Target Date	Action Due Date	▲	Owner	Status / Comments	List Date	Complete Date
ADM	Evaluate converting pension plan to 401K type plan	31-Mar-09	26-Jan-10	x	Joe	Investigate options. Met with Tom Anderson 1/13.	2-Jan-07	
ADM	Metered Billing	27-Jan-09	2-Feb-10		BoS	Implementation now for end of Q1 2010. Working with AMS on system programming. All data received.	22-Feb-08	
ADM	Review Comp Plan Action List (Ch 10)	21-Apr-09	2-Feb-10		BoS	Ensure current actions are being addressed. Planning Session 1/9 @8am.	20-May-08	
ADM	Coffee & Snack Purchases	4-Jan-10	2-Feb-10		Diane	Are we getting best price?	27-Nov-09	
ADM	ABC Vacancies	12-Jan-10	2-Feb-10	x	BoS	Vacancies on Historical Commission, Deer Mgmt & Board of Supervisors need to be filled. HC appointed. Interviews for Supervisor on 1/25 (1/26 if needed). Appoint 2/2.	15-Dec-09	
ADM	Staff Grant Writer	2-Feb-10	2-Feb-10	x	Joe	Identify staff grant Writer.	12-Jan-10	
ADM	Add Resolutions to Ordinance	2-Jun-09	9-Feb-10		Solicitor	Can Resolutions be added to Ordinances? Cost prohibitive at \$30k	10-Feb-09	
ADM	Web Site Upgrade Status	15-Sep-09	9-Feb-10		Joe	Still awaiting 3-party agreement but Triton proceeding. Next steps are plan of migration, EE training, and going live.	24-Jul-09	
ADM	Employee Benefits	16-Feb-10	16-Feb-10		Joe	Make Plan to review insurance and other benefits costs.	12-Jan-10	
ADM	Update Park Ordinance for DMP	17-Feb-09	2-Mar-10		Solicitor	Jeff prepare changes to Park Ordinance per earlier discussion. Elected not to amend Ordinance	20-Jan-09	
ADM	Purchasing Policy	1-Sep-09	2-Mar-10		Joe	Who is authorized to Purchase and who approves invoices? Joe working on breakout of expenses that would be covered under Policy.	24-Jul-09	
ADM	Sunoco Contamination Monitoring	8-Dec-09	2-Mar-10		Rick	Documents obtained from DEP in Nov. DEP monitoring. Will send DEP's Characterization to CC Board of Health for their action/response. Enforcement not in Township's authority.	25-Nov-09	
ADM	2010 Sponsorships: Fireworks & Leaf Bags	2-Mar-10	2-Mar-10		Frank	Applebrook to contribute \$10k for fireworks. Possibly TD Bank for funding for both.	15-Dec-09	
ADM	ARCView System (GIS)	2-Mar-10	2-Mar-10		Mark G	Should we train internally or outsource?	24-Nov-09	
ADM	Quarterly Review of Right to Know Requests	14-Jul-09	6-Apr-10		Rick Smith	Copy of prior quarter's Right to Know requests.	10-Feb-09	
ADM	Deer Management Committee	2-Mar-10	6-Apr-10		DMC	Program status & Annual Report.	15-Dec-09	
ADM	Energy Conservation in Twp Bldg	???	6-Apr-10		Rick	We are participating with County wide audit. Find out cost to install motion sensitive light switches and programmable thermostats for Twp Bldg.	10-Feb-09	
ADM	Review/clean up Wireless Ordinance	17-Feb-09	4-May-10		Solicitor	Bring ordinance up to standards and close some loopholes. Remove annual reporting & fee. Wireless carrier name change. Review satellite dishes conditions	2007	
ADM	Review/update records retention Resolution	17-Mar-09	4-May-10		Staff	Review existing guidance on records retention, including e-mail to ensure it complies with PA Museum Commission guidance. Funded 2010. Must identify system/vendor for new email, plan transition, implement plan.	20-Jan-09	
ADM	Soccer Fields @ Line Road	15-Dec-09	4-May-10		Staff	Should increase parking fine to \$35 and Westtown/Thornbury should match. Police Commission to discuss enforcement. Maybe install barrier.	24-Nov-09	
ADM	Passive Use Ordinance for Parks	4-May-10	4-May-10	x	Frank	Parks Board to review Ordinance & make recommendation on passive use. Address issue of bikes, skateboards, rollerblades etc.		
ADM	Police Scheduling	15-Sep-09	6-Jul-10		BoS	Committee Established (Joe & Charlie)	11-Aug-09	
ADM	Annual Training Plan	7-Oct-10	7-Oct-10		Diane	Submit Annual Training Plan for inclusion in Budget discussions.	12-Jan-10	
ADM	ABC Appreciation Event Guest List	2-Nov-10	2-Nov-10		BoS	Who should be invited from outside Township? Westtown Supervisors?	15-Dec-09	

BOS Pending Actions List

Type	Item	Original Target Date	Action Due Date	Owner	Status / Comments	List Date	Complete Date
DPW	Quarterly report on I&I work done on system	21-Apr-09	26-Jan-10	Rick Smith	Pennoni to prepare quarterly report on I&I work done. Signals along Boot Rd to be retired. Move ahead to restripe road. Need final cost estimate from WG. Developer may add right turn lane from Greenhill Rd. HOP to PADOT submitted. Rec'd PaDOT comments. Engineers preparing revisions. Awaiting cost estimate from engineer.	9-Dec-08	
DPW	Boot Road Signal Synchronization(With WG)	27-Jan-09	2-Feb-10	Rick Smith	ReBid Posts & Signs. Bid Opening 1/25/10	21-Jan-08	
DPW	Bids for Rental Equipment and Posts & Signs	9-Feb-10	2-Feb-10	Mark M	Grant declined. Committee formed to determine best option. Classification probably not changing. Hydrologic Study by advanced Geo Services due early Feb.	15-Dec-09	
DPW	Hershey's Mill Dam	17-Feb-09	9-Feb-10	BoS	Parks & Conservancy Boards propose plan regarding invasive species in Twp open space. Site walk 12/12. Await Conservancy report.	22-May-07	
DPW	Invasive Species	20-Oct-09	9-Feb-10	Mark M	Police did study, copy to Rick. WEGO to provide data on tickets issued. Rick to pull old file for info on why speed limit was lowered.	11-Aug-09	
DPW	Manley Road Speed Limit	12-Jan-10	9-Feb-10	Rick	Draft Plan to identify road lifetimes and likely resurfacing schedule.	15-Dec-09	
DPW	Road Resurfacing	9-Feb-10	9-Feb-10	Mark M	Update on future Capital Project Plan.	15-Dec-09	
DPW	RCSTP Capital Projects	9-Feb-10	9-Feb-10	Mark M	Provide monthly status report.	12-Jan-10	
DPW	Ridley Creek Expansion Monthly Update	8-Dec-09	16-Feb-10	Staff	Awaiting response from ACOE. Engineering issues resolved. Easement language approved. Execute easement.	5-Mar-09	
DPW	Park Bridge Permit	17-Feb-09	9-Mar-10	Rick Smith	2007, 2008, 2009 program success based on anecdotal info. Request sent in 12/09 for USDA to remove excess geese.	24-Jul-07	
DPW	Geese Management Program	1-May-09	9-Mar-10	BoS	Report from DPW due on what we can do internally for front of admin bldg.	23-Jan-07	
DPW	Township Building Plantings	13-Oct-09	9-Mar-10	Mark M	PADOT to do skid test.	15-Sep-09	
DPW	Brookmont & Rte 352	9-Mar-10	9-Mar-10	Staff	Grant applied for 10/23/08, and 7/24/09. Specs drafted. Grant approved. Prep and put out bid documents by end of March.	15-Dec-09	
DPW	LED traffic signal replacement report from Mark	17-Mar-09	12-Apr-10	Staff	Parks to file grant application.(42)	5-Jun-07	
DPW	Applebrook Park: Grant for Circle Path	10-Nov-09	13-Apr-10	Mark M	Board approved for Conservancy to apply for grant for \$4920.	28-Jul-09	
DPW	Tree Vitalize Grant (Conservancy)	13-Apr-10	13-Apr-10	x Conservancy	Board approved for Conservancy to apply for grant for \$10,000.	12-Jan-10	
DPW	PECO Green Region Grant (Conservancy)	13-Apr-10	13-Apr-10	x Conservancy	Cost and quality of services in-house vs out-house. Study to start with analysis of 2010 mowing. Then 2010 plowing.	16-Sep-08	
DPW	Public Works Service Outsourcing	21-Apr-09	8-Jun-10	BoS	Investigate possible change of pick up to 2nd half of week and cost of collecting Compact Fluorescent Lamps (CFL's).	22-Sep-09	
DPW	Recycling Contract	13-Jul-10	13-Jul-10	Mark M	P&R/Conservancy Boards make recommendation on how to control algae in our ponds. Barley bales installed. Awaiting PECO for pump electric. BowTree completed. Need location for 2011.	21-Oct-08	
DPW	Algae/Scum treatment in ponds	21-Apr-09	12-Oct-10	Rick Smith			

2094

BOS Pending Actions List

Type	Item	Original Target Date	Action Due Date	▲	Owner	Status / Comments	List Date	Complete Date
FIN	Master List of Budget Reductions or Deletions	22-Sep-09	26-Jan-10		Deb	Consolidate previous reporting, show annual cuts going back 2 years; include item description and budget value. (9)	25-Jun-09	
FIN	Utility Delinquent Account Payment Application	27-Oct-09	26-Jan-10		Joe	Policy for payment application. (35)	28-Jul-09	
FIN	DPW Costs for Parks Programs	26-Jan-10	26-Jan-10		Deb	Add budget lines under Programs for DPW expenses.	28-Oct-09	
FIN	Quarterly Summary of Pending Legal Cases	25-Jun-09	2-Feb-10	X	Rick	Revise report (26)	25-Jun-09	
FIN	Property at 1419 Center Street	15-Sep-09	2-Feb-10	X	Rick	Proceed to Sheriff Sale to recoup monies owed Twp. Tax Claim Bureau initiated action most likely on behalf of School Taxes. Property auctioned for more than our exposure. 9/14. Await remit from County(1)	28-Jul-09	
FIN	Historic Books	15-Dec-09	2-Feb-10	X	Joe	Reconcile inventory and sales.	28-Oct-09	
FIN	Capital Reserve Fund Analysis	27-Oct-09	23-Feb-10	X	Joe	Is funding sufficient for future needs? (24)	28-Jul-09	
FIN	Debt Service	15-Dec-09	23-Feb-10	X	Joe	Can we save any money by refinancing debt? Rick to look into rates.	24-Nov-09	
FIN	Traditions Development	15-Dec-09	23-Feb-10		Deb	What are Township costs for West Goshen development? Revised report due.	24-Nov-09	
FIN	2009 Year End Financial Reports	23-Feb-10	23-Feb-10		Deb	Review Reports	12-Jan-10	
FIN	Services List	27-Apr-10	27-Apr-10		Joe	Create list of services and their costs provided by Township.	12-Jan-10	

3084

BOS Pending Actions List

Type	Item	Original Target Date	Action Due Date	▲	Owner	Status / Comments	List Date	Complete Date
PCZ	Park Ordinance Restricting Firearms	17-Nov-09	Completed	x	Rick	Hearing Scheduled for 1/19/2010	6-Oct-09	19-Jan-10
PCZ	Signage for C/U - only one 32 sqft sign	???	Completed	x	BOS	Ordinance now allows one 32 sqft sign per use; should be per property. Approved by PC, sent to CCPC. CCPC reviewed and ordinance drafted by solicitor. Hearing Scheduled for 1/19/2010	29-Apr-08	19-Jan-10
PCZ	Traditions Development	3-Nov-09	16-Feb-10	x	MG	Board met w R. Unruh to discuss on 12/15, WGT CU hearing cont. on 1/20/2010. WG continued to 2/10.	24-Nov-09	
PCZ	Malvern Bank Land Development	24-Nov-09	16-Feb-10		MG	Yerkes letter issued	15-Dec-09	
PCZ	WCF Tower Behind Wawa	16-Feb-10	16-Feb-10		MG	ZHB Application for Varinance, Hearing set for 2/24/2010	24-Nov-09	
PCZ	1661 E Strasburg Road Land Development		16-Feb-10		MG	Applicant revising plans, 2nd extension received.	24-Nov-09	
PCZ	Stream Buffer Increase	6-Oct-09	16-Mar-10		MG	No information has been presented to PC, just a verbal request. PC asked CB to present data and supporting documentation @ 12/2/09 mtg.	15-Sep-09	
PCZ	Parking for Multi-Use Space in IP/BP District	20-Oct-09	16-Mar-10		MG	PC to review and recommend changes / No formal recommendation yet.	2-Aug-06	
PCZ	Planting around new generator installations	17-Nov-09	16-Mar-10		PC	PC working on draft of new ordinance for generators	22-Jan-08	
PCZ	Noise Ord for Emergency Generators	17-Nov-09	16-Mar-10		PC	Update noise ordinance to today's conditions and include emergency generators. Sub-Committee appointed by PC. Amendment to be made when Generator Ordinance is drafted.	12-Aug-08	
PCZ	CTDI Parking	12-Jan-10	16-Mar-10		MG	Violation of Conditional Use.	12-Jan-10	
PCZ	Telecom Registration and Reporting	20-Apr-10	20-Apr-10		MG	2010 Letter to go out week of Jan. 4, 2010.	24-Feb-09	
PCZ	WCF Tower @ Township Building	26-Jan-10	15-Jun-10		MG	BOS to meet with Tower One on 1/26/2010 to review and discuss concept at Twp. Building	24-Nov-09	

4034