

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP
Tuesday, June 8, 2010
7:00 PM

1. Pledge of Allegiance
2. Moment of Silence
3. Minutes of May 15, 2010 ABC minutes
4. Minutes of June 1, 2010
5. Invoices
6. Mini Camera
7. Snow Plow Replacement
8. Amended 2010 Budget
9. Action List Items for 6/4/10
10. Any Other Matter
11. Liaison reports
12. Subdivision, Land Development, CU & ZHB applications
13. Public Comment

**EAST GOSHEN TOWNSHIP
ALL ABC'S WORKSHOP
SATURDAY, MAY 15, 2010**

MINUTES
3. 2 p.m.


The first all ABC's workshop was held at the East Goshen Township building on Saturday, May 15, 2010. Those present were: Ruth Scadding, Ann Marie Fletcher-Moore, Phyllis Marron, and Bob Huebner, Park & Recreation Board; Senya Isayeff, Board of Supervisors; Rick Smith, Township Manager; George Martynick, Planning Commission; Virginia Newlin, Conservancy Board; and Kathryn Yahraes, Ben Rohrbeck and Judy Schafer; Historical Commission.

1. **Call to Order and Pledge of Allegiance** – Ruth Scadding called the meeting to order at 8:30 a.m. and led the Pledge of Allegiance. No one was recording the meeting.

2. **Greeting and Purpose** – Ruth thanked everyone for coming on a Saturday morning. The purpose of the meeting is to exchange ideas and knowledge and to discuss events and methods of communication with the residents.

3. **Items Discussed**

A. Communication with residents – Rick feels the least expensive way to communicate is on the website. The Township Newsletter is mailed 4 times a year and is costly. The next Newsletter will provide the option of receiving it electronically via the website instead of the mail. Concerns were voiced about the elderly and others who don't have access to a computer. Ben commented that he uses the internet on a regular basis. He feels the "Meetings Board" at the intersection of Boot Road and Paoli Pike is the most important visual communication because there is a traffic light there. He asked if events can be added to this board. Kathryn suggested 2 smaller boards be posted in the township. However, Senya noted that it takes time for the township staff to manually post the information on the boards. He feels educating people to use the internet is critical. He stated that there are more elderly using the internet than we think. He mentioned the possibility of an electronic bulletin board at the intersection that can be changed from the Township office. Bob suggested a common calendar showing the dates of all of the ABC meetings and township events. Rick noted that this is going to be added to the website. Kathryn volunteered to start coordinating a calendar for the ABCs. She would like to have updates on the 15th and the 30th of the month.

B. Shared Tasks – The idea for this joint meeting came from a meeting that Frank Vattilano, Jane Fava, Ruth Scadding and Ann Marie Fletcher-Moore had to discuss the township parks.

C. Promoting other ABCs – When residents voice concerns, refer them to the appropriate ABC and/or the Township website for more information. Invite them to the appropriate Board meeting by providing them the boards meeting date and time.

D. Speed Limit on Paoli Pike – Megann Hedgecock of the Planning Commission couldn't attend but asked why the speed limit is 45 mph on Paoli Pike and can it be lowered to 35 mph? The Park and Recreation Board and Township staff have started to address the issue of the crosswalk on Paoli Pike between the East Goshen Park and Applebrook Park. Rick pointed out that this is a State road. The Township Police have counted cars and Township Staff counted pedestrians. A request was sent to PennDOT for crosswalk signs and a pedestrian crossing cone, the Township is waiting for their response. A traffic light at Line Road and Paoli Pike may slow the traffic but it is dependent on the developer for that corner in Willistown.

E. Economizing – Senya noted that the figures on the "suggestions" page are projected not actual. The list sent to the ABC's has this correction noted. All ABCs should use grants for their projects whenever possible. There was discussion about the proposed 501C3 committee. Each ABC was asked to submit a member to serve on this committee. Senya noted that this must be a stand alone group with its own administrator and accounting. It is a very serious responsibility. Ben commented that he served as treasurer of a 501C3 and it is very detailed and time consuming for a volunteer.

F. Promote East Goshen (Publicity, Promotions & Marketing) – Kathryn suggested that a photo be taken of an event and submitted to the Daily Local with a cut line (description of event) to get publicity on the paper's activities page. Rick noted that photos can be put on the website. Also businesses that have their mailing address in the Township do get a copy of the newsletter. New residents also get a newsletter and voting information. Ruth Scadding does this in her neighborhood. Kathryn feels overall publicity comes for the township volunteers. This should be incorporated into all ABCs goals. The Historical Commission works with outside groups which promotes the township. Ben tells everyone he meets that he is from East Goshen Township. Kathryn

suggested a list be made of all the ABCs members and any organizations they are affiliated with. Judy commented that the Chester County library system had to develop a profile listing resources for each library. The list also shows what additional features the library has, i.e. computers, etc. She will get a copy.

G. Liaisons – Ann Marie noted that when Mary Powell was on the Board of Supervisors, they made a booklet listing the responsibilities of board members and liaisons. A liaison is supposed to provide information between the two boards. Ginnie commented that the Board must also make the liaison welcome. The Planning Commission does this and often asks for input from the liaison.

H. Education of Residents – The articles in the Township Newsletter and the website are the best sources of education for the residents. Getting residents, especially the young people, involved in events is critical. Kathryn reminded everyone that the Historical Commission has several events planned, plus the Plank House and Blacksmith Shop are open on weekends now. They always need volunteers.

I. Pumping Stations Landscaping – The Municipal Authority suggested that the Conservancy Board visit the pumping stations and make landscaping suggestions. Rick will provide the Conservancy Board with the landscape plan for the Ridley Creek Treatment Plant for their review.

J. Lochwood – Rick confirmed that this property will be returned to the Home Owners Association in a few years. The Conservancy Board may want to offer assistance to the HOA.

K. Natural Lands Trust – Ginnie reported that the Conservancy Board gave a list of recommendations to items that are on the NLT report. Whatever is done in the parks must have a plan. Whenever an area is cleared of invasives, there must be a plan to immediately put native plants in or the invasives will return. The Conservancy Board would like to have a 100' buffer which is already in place in some townships. Senya noted that this would require not only not building within 100' of a stream, but also not mowing within 100' of a stream. There was discussion about marking the YMCA trees. It was discussed that memorial signs at the base of trees in the park have been stolen. There is a way to put plaques on trees. Kathryn suggested talking to Sue Ciorletti who did this in Lower Merion. Ginnie will research this.

Scout Projects – Ben noted that the markers in the wetlands are gone because there was no maintenance. This should be incorporated into the project. Ann Marie stated the maintenance can not be incorporated into an Eagle Scout project. Maintenance could be done by other resources, i.e. school community projects.

4. Other Comments

A. Kathryn reported that as part of Earth Day, Jane Fava did some seminars at the East Goshen Elementary School, which sparked interest in the Historic Area. The school has contacted the Historical Commission to set up tours for the students.

B. Senya feels we must get residents more involved. We need to visit resources (scout troops, HOA, etc.) and personally invite them to participate in meetings and events. He also feels that the "Public Comments" part of meeting agendas should be moved to the beginning of the meeting instead of last.

C. Ginnie said the Conservancy Board wants to talk to the Park & Recreation Board about increasing meadows.

D. Kathryn noted that the Chester County Park & Recreation website is a good resource for ideas. The Town Tour and Village Walks will feature East Goshen on Thursday, July 22, 2010. They need volunteers. Also, she requested that the Conservancy Board clear the bushed with thorns away from the Boardwalk as soon as possible.

5. **Adjournment** – The next meeting will be scheduled for September or October 2010. The meeting was adjourned at 11:00 a.m.
Respectfully submitted,

Ruth Kiefer
Recording Secretary

 **DRAFT**

C:\Documents and Settings\Owner\My Documents\My Word\All ABCs\ABC 051510 DRAFT.doc

EAST GOSHEN MUNICIPAL AUTHORITY
EAST GOSHEN TOWNSHIP
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

WORKSHOP
6
1 pg

June 4, 2010

To: Board of Supervisors

From: Mark Miller

Re: Mini Camera

The mini camera that we have is in dire need of being replaced. The unit has been in service for 11 years. It was scheduled to be replaced in 2009, but it was deferred until 2010. The company we originally purchased from no longer makes the camera. We use the camera for INI work and when repairing laterals especially in the older neighborhoods where there is only one entry point. The cost of the replacement camera will be \$10,911.71.

WORKSHEET
7.
1pg

To: Board of Supervisors
From: Mark Miller
Date: June 2, 2010
Re: Snow plow damage and replacement

During the February 11 blizzard, one of the drivers struck a fire hydrant in the Bowtree development.

The plow received heavy damage to the mold board and semi circle.

I turned in a claim to the insurance company who in return totaled the plow and issued a check in the amount of \$12,728. This check was deposited into the Capital Reserve Fund.

I have received a quote from Intercon Truck Equipment Company who is a CO Stars vendor for Monroe Plow's in the amount of \$9,880 to replace the plow.

With your approval, I would like to order the plow.

workshop
8
2 p/p

MEMO

To: Board of Supervisors
From: Deb Beury
Re: Amended 2010 Budget
Date: June 3, 2010

The attached report shows accounts whose annual budgets were shifted internally with no change to the bottom line for the 2010 approved budget.

The Board has requested separate line items for the following:

- Fuel expenses related to snow removal
- Public works building maintenance and repairs (separated from Township building's expenses)
- Utilities for traffic lights (no longer to be posted to traffic light maintenance)
- Public Works employer tax broken down further by function (sewer, roads, parks and snow)
- Codes employer tax broken down further between permits and code enforcement

In addition, I have adjusted the health insurance costs by department based on changes made during open enrollment in January, after the budget was formally adopted. Those adjusted amounts are broken down further as follows:

- Public Works health insurance broken down further by function (sewer, roads, parks and snow)
- Codes health insurance broken down further between permits and code enforcement

There is no change to the bottom line for the 2010 budget. This is just a change in budget amounts within certain line items.

I will need the Board's signatures on the attached report for the auditors.

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EAST GOSHEN TOWNSHIP
AMENDED BUDGET ITEMS
2010

	ORIGINAL BUDGET	AMENDED BUDGET	REASON FOR CHANGE
01430-2320	50,000	48,000	To show expenses following services provided
01432-2320	0	2,000	
01409-3740	70,000	62,500	Separate PW building maintenance from Twp bldg maintenance
01409-3745	0	7,500	
01433-2500	80,000	39,822	Remove utility expenses from Traffic Light maintenance/repair
01433-2470	0	40,178	
01487-1650	49,263	0	To show expenses following services provided
01487-1651	0	8,376	
01487-1652	0	9,854	
01487-1653	0	1,970	
01487-1654	0	29,063	
01487-1640	18,015	5,927	Break down zoning employer payroll taxes based on salary allocations
01487-1645	0	12,088	
01486-1500	161,376	172,118	Open enrollment changes (made in Jan. after budget was prepared)
01486-1510	55,164	47,240	
01486-1520	144,163	142,786	
01486-1530	23,556	22,115	
	384,259	384,259	
<u>Further breakdown to health insurance after amended amounts (see above)</u>			
	AMENDED # 1	AMENDED # 2	
01486-1520	142,786	0	To show expenses following services provided
01486-1521	0	24,274	
01486-1522	0	28,557	
01486-1523	0	5,711	
01486-1524	0	84,244	
01486-1510	47,240	17,797	Break down zoning health insurance based on salary allocations
01486-1515	0	29,443	

WORKSHEET
9
9 pgs

EAST GOSHEN TOWNSHIP ACTION LIST

#	Item	Action Due Date
ADM 07-02	Pension Plan Conversion	8-Jun-10
DPW 08-01	Public Works Service Outsourcing	8-Jun-10
DPW 09-02	Brookmont & Rte 352	8-Jun-10
FIN 10-07	Electricity Purchase - 2011	8-Jun-10
ADM 09-05	Energy Conservation in Twp Bldg	15-Jun-10
ADM 10-17	ZHB Vacancy	15-Jun-10
DPW 07-04	Park Bridge Permit	15-Jun-10
DPW 10-02	Ridley Creek Expansion Monthly Update	15-Jun-10
PCZ 09-06	WCF Tower @ Township Building	15-Jun-10
FIN 09-03	Historic Books	22-Jun-10
FIN 10-03	Monthly Financial Reports - 2009	22-Jun-10
FIN 10-06	Friends of East Goshen Township 501c3	22-Jun-10
PCZ 06-01	Parking for Multi-Use Space in IP/BP District	22-Jun-10
PCZ 10-01	CTDI Parking	22-Jun-10
PCZ 10-04	Lieberman Early & Co	22-Jun-10
ADM 08-02	Review Comp Plan Action List (Ch 10)	6-Jul-10
ADM 09-04	Quarterly Review of Right to Know Requests	6-Jul-10
ADM 09-08	Police Scheduling	6-Jul-10
ADM 10-16	Performance Evaluations	6-Jul-10
DPW 07-02	Hershey's Mill Dam	6-Jul-10
ADM 09-11	2010 Sponsorships: Fireworks & Leaf Bags	13-Jul-10
ADM 10-14	Newsletter Advertising	13-Jul-10
ADM 10-15	Resolutions Book	13-Jul-10
DPW 07-01	Geese Management Program	13-Jul-10
DPW 08-02	Quarterly Report on I&I	13-Jul-10

2009

#	Item	Action Due Date
DPW 08-06	Recycling Contract	13-Jul-10
DPW 09-03	Road Resurfacing	13-Jul-10
DPW 10-04	Pedestrian Crosswalk @ Township Park	13-Jul-10
ADM 09-12	Deer Management Committee	20-Jul-10
ADM 10-18	DMP Resolution	20-Jul-10
ADM 07-01	Review Wireless Ordinance	27-Jul-10
ADM 09-02	Records Retention Resolution (Email System)	27-Jul-10
ADM 10-07	Staffing Analysis	27-Jul-10
FIN 09-01	Quarterly Summary of Pending Legal Cases	27-Jul-10
FIN 09-02	Capital Reserve Fund Analysis	27-Jul-10
FIN 10-02	Services List	27-Jul-10
FIN 10-05	Quarterly Financial Reports - 2010	27-Jul-10
FIN 10-08	DPW Expense Allocation	27-Jul-10
PCZ 09-01	Telecom Registration and Reporting	27-Jul-10
ADM 09-09	ARCVIEW System (GIS)	10-Aug-10
ADM 10-13	Sewer Metered Billing	24-Aug-10
ADM 09-07	Web Site Upgrade Status	7-Sep-10
DPW 08-04	Invasive Species	7-Sep-10
PCZ 10-03	Generator Installations	7-Sep-10
ADM 10-04	Information Systems Analysis	14-Sep-10
ADM 10-19	USDA Geese Round Up	14-Sep-10
ADM 10-03	Township Advisory Group	5-Oct-10
ADM 10-02	Annual Training Plan	7-Oct-10
DPW 10-01	Tree Vitalize Grant (Conservancy)	12-Oct-10
ADM 09-13	ABC Appreciation Event Guest List	2-Nov-10
ADM 09-10	Soccer Fields @ Line Road	7-Dec-10
ADM 10-01	Employee Benefits	19-Dec-10

3089

#	Item	Action Due Date
ADM 10-09	Grant Writing	Completed
DPW 07-03	LED Traffic Signal Replacement	Completed
DPW 10-03	PECO Green Region Grant (Conservancy)	Completed
PCZ 09-02	Stream Buffer Increase	Completed
PCZ 09-07	Malvern Bank Land Development	Completed

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EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Pension Plan Conversion

No:

ADM 07-02

List Date:

1/2/2007

Completed Date:

Description:

Is it economically feasible to convert the current defined benefit plan to a defined contribution plan?

Date	Action
	Investigation options. Tom Anderson to do actuarial study and draft papers for new plan.
4/6/2010	Per Anderson we should have report by 4/9.
4/20/2010	Memo from Rick regarding cost to switch and recommended Township contribution
5/4/2010	Can Township mandate move to Defined Contribution? Solicitor reviewing.
5/25/2010	Solicitor suggests current plan be "frozen" and new plan begun. Still reviewing legal aspects and will send memo within week.
6/8/2010	Recommendation on freezing old plan.

EAST GOSHEN TOWNSHIP ACTION ITEM

Brookmont Rd & Rte 352

DPW 09-02

12/15/2009

Completed Date:

DOT to do Skid test on road curve.

Date	Action
4/20/2010	Penn DOT contacted again but no response. Carmen will see if he can find out any information.
6/8/2010	Penn DOT says not a hazard.



May 26, 2010

Chester County – East Goshen Township
SR 0352, North Chester Road

709
RECEIVED
BY: _____

JUN 1 2010

Louis F Smith, Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Dear Mr. Smith:

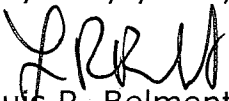
This is in response to your September 22, 2009 letter to Mr. Robert Laird, Chester County Maintenance Manager regarding the appropriateness of "grooving" the road to address crashes occurring in the rain.

The Department is reluctant about milling any road surface since this remedial treatment takes away from the life of the pavement. As a general rule, we normally do not take any corrective action unless a skid test indicates so. The section of North Chester Road from Raewyck Drive to US 30 was tested to ensure that the road surface has adequate skid resistance on April 23, 2010. Based on the skid test results, corrective action is not required. The section of North Chester Road in question has skid friction numbers that are normally associated with a new road surface.

We realize that skid numbers can fluctuate seasonally. However, there were no crashes reported in previous 4 years prior to your request that would indicate a problem with the pavement surface being deficient. We have no mitigation measures to offer at this time.

Thank you for sharing your highway safety concerns with us.

Very truly yours,


Louis R. Belmonte, P.E.
District Traffic Engineer

CC: Robert Laird, Chester County Maintenance

CC: L. Toaso
S. Fletcher
L. Belmonte
A. Patel
Safety Section (2)
ID 15801

EAST GOSHEN TOWNSHIP ACTION ITEM