

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
WORKSHOP
Tuesday, July 27, 2010
7:00 PM

1. Pledge of Allegiance
2. Moment of Silence
3. Minutes of July 20, 2010
4. Invoices
5. Review 2nd Qtr Financial Statements
6. Announce Trash Bid results
7. Review Action List
8. **8:00 PM** Conditional Use Hearing – Schaffer
9. Any Other Matter
10. Liaison reports
11. Subdivision, Land Development, CU & ZHB applications
12. Public Comment
13. Executive Session

WORKS/OP
6.
4pgs

EAST GOSHEN TOWNSHIP PROPOSAL FORM

Submitted by (please print or type):

Date July 22, 2010
Firm Name Solid Waste Services, Inc.,
d/b/a J. P. Mascaro & Sons
Address 2650 Audubon Road
Audubon, PA 19403
Contact Person Samuel J. Augustine, Director of Sales
Telephone 267-933-6034
Fax 267-933-6035
E-Mail sam.augustine@jpmascaro.com

This proposal is submitted in accordance with your advertisement inviting bids to be received by East Goshen Township at the Township Building, 1580 Paoli Pike, West Chester, PA, 19380, until 10:00 A.M. on July 20, 2010 for the collection of municipal waste and recyclable materials.

After examining all parts of this project for supplying of collection services for recyclable materials and municipal waste, we have read and understand the specifications as set forth in the Instructions to Bidders, and hereby propose to furnish said services in strict accordance with all specifications for the sums indicated, and the undersigned herein agrees to furnish all labor, materials and equipment and to perform all work necessary to complete in a workmanlike manner, the work described in the above-mentioned contract, in accordance with said contract documents to the satisfaction and acceptance of the Township, for the sum as stated below and on the attached pages:

OPTION 1 TOTAL THREE-YEAR COST \$2,128,151.88

OPTION 2 TOTAL THREE-YEAR COST \$1,763,245.80

OPTION 3 TOTAL THREE-YEAR COST No Bid

OPTION 4 TOTAL THREE-YEAR COST No Bid

OPTION 5 TOTAL THREE-YEAR COST No Bid

EAST GOSHEN TOWNSHIP PROPOSAL FORM

Submitted by (please print or type):

Date 7/21/10

Firm Name BFI Waste Services of PA, LLC

Address 372 S. Henderson Road
King of Prussia, PA 19406

Contact Person Ken Anderson

Telephone 610 205-5400

Fax 610 205-5468

E-Mail Kanderson3@republicservices.com

This proposal is submitted in accordance with your advertisement inviting bids to be received by East Goshen Township at the Township Building, 1580 Paoli Pike, West Chester, PA, 19380, until 10:00 A.M. on July 20, 2010 for the collection of municipal waste and recyclable materials.

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OPTION 1 TOTAL THREE-YEAR COST \$ 2,234,899.20

OPTION 2 TOTAL THREE-YEAR COST \$ 1,785,652.90

OPTION 3 TOTAL THREE-YEAR COST \$ 2,220,686.20

OPTION 4 TOTAL THREE-YEAR COST \$ 2,246,692.90

OPTION 5 TOTAL THREE-YEAR COST \$ 2,647,193.10

308A

EAST GOSHEN TOWNSHIP PROPOSAL FORM

Submitted by (please print or type):

Date 7/22/2010

Firm Name A.J. Blosenski, Inc.

Address 1600 Chestnut Tree Road

Honey Brook, PA 19344

Contact Person Anthony J. Blosenski

Telephone 610-942-2707

Fax 610-942-2495

E-Mail mrjrb@ptd.net and jimcajb@ptd.net

This proposal is submitted in accordance with your advertisement inviting bids to be received by East Goshen Township at the Township Building, 1580 Paoli Pike, West Chester, PA, 19380, until 10:00 A.M. on July ~~23~~ 22, 2010 for the collection of municipal waste and recyclable materials.

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OPTION 1 TOTAL THREE-YEAR COST 2,348,982.36

OPTION 2 TOTAL THREE-YEAR COST 2,116,374.48

OPTION 3 TOTAL THREE-YEAR COST 2,102,655.76

OPTION 4 TOTAL THREE-YEAR COST 1,896,438.28

OPTION 5 TOTAL THREE-YEAR COST 1,651,710.04

4034

EAST GOSHEN TOWNSHIP PROPOSAL FORM

Submitted by (please print or type):

Date Thursday, July 22, 2010

Firm Name Charles Blosenski Disposal Company

Address 265 Lippitt Road Honey Brook, PA 19344

Contact Person Lisa Huberty

Telephone 610-942-2480

Fax 610-942-9137

E-Mail lhuberty@comcast.net

This proposal is submitted in accordance with your advertisement inviting bids to be received by East Goshen Township at the Township Building, 1580 Paoli Pike, West Chester, PA, 19380, until 10:00 A.M. on July 20, 2010 for the collection of municipal waste and recyclable materials.

After examining all parts of this project for supplying of collection services for recyclable materials and municipal waste, we have read and understand the specifications as set forth in the Instructions to Bidders, and hereby propose to furnish said services in strict accordance with all specifications for the sums indicated, and the undersigned herein agrees to furnish all labor, materials and equipment and to perform all work necessary to complete in a workmanlike manner, the work described in the above-mentioned contract, in accordance with said contract documents to the satisfaction and acceptance of the Township, for the sum as stated below and on the attached pages:

OPTION 1 TOTAL THREE-YEAR COST \$2,541,776.04

OPTION 2 TOTAL THREE-YEAR COST \$2,391,706.44

OPTION 3 TOTAL THREE-YEAR COST \$2,580,930.60

OPTION 4 TOTAL THREE-YEAR COST \$2,432,744.88

OPTION 5 TOTAL THREE-YEAR COST \$2,252,220.30

works 7. 1.

EAST GOSHEN TOWNSHIP ACTION LIST

#	Item	Action Due Date
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
DPW 08-01	Public Works Service Outsourcing	10-Aug-10
DPW 07-02	Hershey's Mill Dam	17-Aug-10
DPW 07-04	Park Bridge Permit	17-Aug-10
DPW 10-02	Ridley Creek Expansion Monthly Update	17-Aug-10
FIN 10-03	Monthly Financial Reports - 2009	24-Aug-10
ADM 10-13	Sewer Metered Billing	24-Aug-10
FIN 09-03	Historic Books	7-Sep-10
FIN 10-06	Friends of East Goshen Township 501c3	7-Sep-10
PCZ 09-06	WCF Tower @ Township Building	7-Sep-10
DPW 09-03	Road Resurfacing	7-Sep-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 09-05	Energy Conservation in Twp Bldg	14-Sep-10
ADM 07-02	Pension Plan Conversion	14-Sep-10
ADM 10-16	Performance Evaluations	14-Sep-10

#	Item	Action Due Date
DPW 10-04	Pedestrian Crosswalk @ Township Park	14-Sep-10
ADM 10-04	Information Systems Analysis	14-Sep-10
ADM 10-19	USDA Geese Round Up	14-Sep-10
PCZ 06-01	Parking for Multi-Use Space in IP/BP District	21-Sep-10
PCZ 10-01	CTDI Parking	21-Sep-10
PCZ 10-04	Lieberman Early & Co	21-Sep-10
ADM 08-02	Review Comp Plan Action List (Ch 10)	5-Oct-10
ADM 09-04	Quarterly Review of Right to Know Requests	5-Oct-10
ADM 09-08	Police Scheduling	5-Oct-10
ADM 10-03	Township Advisory Group	5-Oct-10
ADM 10-02	Annual Training Plan	7-Oct-10
DPW 08-02	Quarterly Report on I&I	12-Oct-10
DPW 10-01	Tree Vitalize Grant (Conservancy)	12-Oct-10
ADM 09-13	ABC Appreciation Event Guest List	2-Nov-10
DPW 07-01	Geese Management Program	7-Dec-10
ADM 09-10	Soccer Fields @ Line Road	7-Dec-10
ADM 10-01	Employee Benefits	19-Dec-10
ADM 10-14	Newsletter Advertising	Completed
ADM 10-20	Planning Commission Vacancies	Completed
ADM 10-21	ABC Meeting Minutes of 5/15/10	Completed
DPW 10-06	Cost of Electric Work	Completed
FIN 10-09	Invoice Coding Review	Completed
ADM 09-11	2010 Sponsorships: Fireworks & Leaf Bags	Completed
ADM 09-12	Deer Management Committee	Completed
ADM 10-18	DMP Resolution	Completed

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Wireless Ordinance

No:

ADM 07-01

List Date:

6/29/2007

Completed Date:

Description:

Review and revise Ordinance.

Date	Action
5/4/2010	Bring ordinance up to standards and close some loopholes. Remove annual reporting and fee. Wireless carrier name change. Review satellite dishes
5/4/2010	Memo from Mark Gordon.
5/25/2010	Mark to review Ordinance with Jeff Sommer to address issues related to current technology, configurations and Township restrictions.
7/27/2010	The first draft of the ordinance is attached. It is still a work in progress. If you have any comments please pass them on to Mark Gordon. Once we have incorporated the comments we will have a draft for the Board's review.

(h) Wireless communications facilities.

[Amended 4-7-1998 by Ord. No. 119-B-98; 5-7-2002 by Ord. No. 129-K-02; 12-7-2004 by Ord. No. 129-T-04]

[1] Purpose. The purpose of this subsection and the standards established herein is to govern the use, construction and siting of wireless communications facilities in recognition of the nature of wireless communications systems and the Federal Telecommunications Act of 1996, as amended from time to time. These regulations are intended to:

[a] Accommodate the need for wireless communications facilities while regulating their location and number so as to ensure the provision for necessary services.

[b] Minimize the adverse visual effects and the number of such facilities through proper design, siting, screening, material, color and finish, and by requiring that competing providers of wireless communications services collocate their commercial communications antennae and related facilities on existing towers.

[c] Ensure the structural integrity of commercial communications antenna support structures through compliance with applicable industry standards and regulations.

[d] Promote the health, safety and welfare of the Township's residents.

[2] Standards for wireless communications facilities. All applicants seeking to construct, erect, relocate or alter wireless communications facilities shall comply with the following regulations. A written narrative that addresses how the applicant will meet each of the regulations listed below shall be submitted with the conditional use application.

[a] Location and height.

[i] Wireless communications facilities must be located on a land site only within the following zoning districts where permitted as a conditional use and only in such location within that district and at a height necessary to satisfy their function in the applicant's wireless communications system. The zoning districts in which Wireless Communications Facilities are permitted by Conditional Use are the C-2, BP and I-1. No applicant shall have the right under these regulations to erect a tower to the maximum height specified in Subsection C(3)(h)[2][b], unless it proves the necessity for such height. The applicant shall demonstrate that the proposed height of the commercial communications antenna support structure and the commercial communications antennae intended to be attached thereto is the minimum height required to provide satisfactory service for wireless communications.

[ii] Prior to the Board's approval of a conditional use authorizing the construction and installation of a commercial communications antenna support structure (tower) in a zoning district where the same is a permitted conditional use,^[JS1] it shall be incumbent upon the applicant for such conditional use approval to prove to the reasonable satisfaction of the Board that the applicant cannot adequately extend or infill its communications system^[JS2] by the use of equipment such as repeaters, antenna(e) and other similar equipment installed on existing structures, such as utility poles and other available tall structures.

[iii] Maximum heights. No commercial communications antenna support structure shall be taller than 120 feet, measured from undisturbed ground level, unless the applicant proves that another provider of wireless communications services has agreed to collocate commercial communications antenna(e) on the applicant's commercial communications antenna support structure and requires a greater tower height to provide satisfactory service for wireless communications than is required by the applicant. In such case, the commercial communications antenna support structure shall not exceed 150 feet unless the applicant secures a waiver from the Supervisors by demonstrating such proof as would be required in the case of a variance under § 240-58B. In no event shall mounted commercial communications antenna(e) height on any tower extend more than 25 feet above the installed height of the tower.

[iv] The conditional use application shall be accompanied by a plan showing each of the contiguous properties, identified by tax parcel number and owner, depicting all buildings and structures located on such properties and their principal and/or accessory uses; and the concealment or other reasonably appropriate stealth measures (the determination of which shall be in the Board's reasonable discretion) proposed to camouflage or conceal antennas, such as the use of neutral materials that hide antennas, the location of antennas within existing structures, such as steeples, silos and advertising signs, the replication of steeples and other structures.

[b] The conditional use application shall be accompanied by a propagation study demonstrating that there is a substantial gap in coverage among wireless carriers^[JS3], a description of the type and manufacturer of the proposed transmission/radio equipment, the subscriber equipment sensitivity, the design dBm of the transmission and receiving equipment and the results of the drive-by test conducted by the applicant in determining the need for the proposed land site and installation.

[c] Wireless communications equipment building. In those zoning districts where commercial communications antenna(e) and commercial communications antenna support structures are permitted by conditional use, either one single-story wireless communications equipment building not exceeding 500 square feet in area or^[JS4] up to three metal boxes placed on a concrete pad not exceeding 10 feet by 20 feet in area housing the receiving and transmitting equipment and found necessary by the Board to the proper functioning of the tower and commercial communications antenna(e) may be located on the land site selected for installation and

location of the tower for each unrelated company sharing commercial communications antenna(e) space on the tower^[JS5].

[d] Other facilities. With the exception of the wireless communications equipment building housing the receiving and transmitting equipment necessary to the proper functioning of the tower and commercial communications antenna(s), all other uses ancillary to commercial communications antenna(s) and commercial communications antenna support structures, including but not limited to a business office, mobile telephone switching office, maintenance depot and vehicular storage area shall not be located on any land site, unless otherwise permitted by the applicable district regulations in which the site is located^[JS6]. All utilities required for this facility shall be located underground.

[e] Attachments to existing structures. When approved as a conditional use, in all zoning districts antenna(s) may be attached to an existing structure such as a smokestack, utility pole, water tower, commercial or industrial building or any similar tall structure provided:

[i] The height of the commercial communications antenna(s) and apparatus attaching the commercial communications antenna(s) thereto shall not exceed 10 feet in height above the highest point on the existing structure, unless the applicant proves that a greater antenna(s) height is required to make it an adequately functional component of the applicant's system, but in no case shall such height exceed 25 feet.

[ii] The applicant proves that such location is necessary to satisfy their function in the applicant's wireless communications system.

[iii] The applicant submits a plan showing each of the contiguous properties, identified by tax parcel number and owner, depicting all buildings and structures located on such properties and their principal and/or accessory uses.

[iv] The applicant employs concealment or other reasonably appropriate stealth measures (the determination of which shall be in the Board's reasonable discretion) to camouflage or conceal antennas, such as the use of neutral materials that hide antennas, the location of antennas within existing structures, such as steeples, silos and advertising signs, the replication of steeples and other structures.

[v] The Board may authorize the installation of up to three metal boxes either mounted on the existing structure or placed on a concrete pad not exceeding 10 feet by 10 feet in area to house the receiving and transmitting equipment necessary to the operation of the antenna(s) as determined by the Board of Supervisors as part of the Conditional Use proceeding. This pad may be located within a front yard, side yard or rear yard, provided that the pad and boxes are set back from the property line or right-of-way line if the property line is in the right-of-way by a minimum of 10 feet and the combined height of the pad and boxes does not exceed eight feet^[JS7]. If the

commercial communications antenna(s) is installed on an existing utility pole the Board may authorize the installation of a maximum ^[JS8]one or more cabinets on the utility pole upon which the antenna(s) is located. The cabinet shall be located at the maximum height allowed by the owner of the utility pole, however, in no case shall the bottom of the cabinet be less than eight feet above ground level. The cabinet shall have a maximum size of 36 inches high by 24 inches wide by 12 inches deep^[JS9]. The Board shall approve the color, size and orientation of the cabinet(s) on the pole.

[vi] The pad and boxes housed thereon shall be screened with an evergreen landscape buffer screen having a minimum planted height of six feet. This screen shall be maintained by the applicant for as long as the facility is in operation.

[vii] For purposes of this Subsection 31C(3)(h)[2][e], in order to constitute an existing structure, the structure must be one that was constructed and/or erected prior to April 7, 1998, the effective date of § 240-31C(3)(h) of this chapter, and, further, such structure shall not be a commercial communications antenna support structure as defined in § 240-6.

[viii] The applicant shall comply with the requirements of Subsection C(3)(h)[2][a][iii], [k], [o], [q], [r], [t], [u], [w], [x], [y] and [z].

[f] Setbacks from tower base. The minimum distances between the base of a commercial communications antenna support structure and any adjoining property line or street right-of-way line shall equal 40% of the proposed commercial communications antenna support structure height. Where the land site on which a tower is proposed to be located is contiguous to an educational use, child day-care facility or residential use, minimum distance between the base of a commercial communications antenna support structure and any such adjoining uses shall equal 100% of the proposed commercial communications antenna support structure height, unless it is demonstrated to the reasonable satisfaction of the Board and its engineer that in the event of tower failure, the tower is designed to collapse upon itself within a setback area less than the required minimum setback without endangering such adjoining uses and their occupants.

[g] Antenna support structure safety.

[i] The applicant shall demonstrate that the proposed commercial communications antenna(e) and commercial communications antenna support structure are designed and constructed in accordance with all applicable national building standards for such facilities and structures, including but not limited to the standards developed by the Electronics Industry Association, the Institute of Electrical and Electronics Engineer, the Telecommunications Industry Association, the American National Standards Institute and the Electrical Industry Association. The applicant shall demonstrate that the proposed wireless communications facility is designed in such a manner so that no part of the facility will attract/deflect lightning onto adjacent properties.

[ii] When a commercial communications antenna(e) is to be located on an existing structure and the general public has access to the structure on which the commercial communications antenna(e) is to be located, the applicant shall provide engineering details showing what steps have been taken to prevent microwave binding to wiring, pipes or other metals. For purposes of this section, the term "microwave binding" shall refer to the coupling or joining of microwave energy to electrical circuits, including but not limited to power lines and telephone wires, during which process the transference of energy from one to another occurs.

[h] Fencing. A security fence shall be required around the antenna support structure and other equipment, unless the commercial communications antenna(e) is mounted on an existing structure pursuant to Subsection C(3)(h)[2][e].

[i] Landscaping. The following landscaping shall be required to screen as much of a newly constructed commercial communications antenna support structure as possible. The Board of Supervisors may permit any combination of existing vegetation, topography, walls, decorative fences or other features instead of landscaping, if, in the discretion of the Board of Supervisors, they achieve the same degree of screening as the required landscaping.

[i] An evergreen screen shall be required to surround the commercial communications antenna support structure. The screen can be either a hedge planted three feet on center maximum or a row of evergreen trees planted 10 feet on center maximum. The evergreen screen shall be a minimum planted height of six feet at planting and shall be capable of growing to a minimum of 15 feet at maturity.

[ii] Existing vegetation on and around the land site shall be preserved to the greatest extent possible.

[j] Design. In order to reduce the number of commercial communications antenna support structures in the Township in the future, the proposed commercial communications antenna support structure shall be designed to accommodate other potential communication users, including but not limited to commercial wireless communication companies, local police, fire and ambulance companies.

[k] Licensing and applicable regulations. If the applicant is a commercial wireless communications company, it must demonstrate that it is licensed by the Federal Communications Commission (FCC) and provide the Township Secretary with copies of all FCC applications, permits, approvals, licenses and site inspection records. All such information shall be accompanied by a certification signed by two officers of the applicant providing that, after due inquiry, the information being supplied is true and correct to the best of their knowledge, information and belief. The applicant shall also provide the Township Secretary with copies of all applicable federal regulations with which it is required to comply and a schedule of estimated FCC

inspections. The applicant shall provide proof to the Township that it has complied with Section 106 of the National Historic Preservation Act, 16 U.S.C. § 470f, as amended, and has reviewed the effects of the proposed wireless communications facilities on local historic resources that are included in or eligible for inclusion in the National Register of Historic Properties.

[l] Proof of inspection.

[i] The owner of a commercial communications antenna support structure shall submit to the Township Engineer proof of the annual inspection of the commercial communications antenna support structure and commercial communications antenna(e) by an independent professional engineer as required by the ANSI/EIA/TIA-222-E Code. Based upon the results of such inspection, the Board of Supervisors may require removal or repair of the wireless communications facility.

[ii] In the event that the annual inspection referred to above is not performed in a timely manner, the owner shall be subject to civil enforcement proceedings in accordance with § 240-54.

[m] Soil report. A soil report complying with the standards of Geotechnical Investigations, ANSI/EIA-222-E, as amended, shall be submitted to the Township Engineer to document and verify the design specifications of the foundation for the commercial communications antenna support structure, and anchors for the guy wires, if used.

[n] Inspection by engineer. Prior to the Township's issuance of a permit authorizing construction and erection of a commercial communications antenna support structure, a structural engineer registered in Pennsylvania shall issue to the Township a written certification of its ability to meet the structural standards offered by either the Electronic Industries Association or the Telecommunication Industry Association, and certify the proper construction of the foundation and the erection of the commercial communications antenna support structure. Where antenna(e) are proposed to be attached to an existing structure, such engineer shall certify that both the structure and the antenna(e) and their appurtenances meet minimum industry standards for structural integrity. This requirement shall constitute a required condition of any conditional use approval for the proposed use.

[o] Required parking. If the wireless communication facility is fully automated, a minimum of two spaces shall be provided unless the applicant demonstrates to the satisfaction of the Board of Supervisors that adequate parking is available. If the wireless communication facility is not fully automated, the number of required parking spaces shall equal the number of employees present at the wireless communication facility during the largest shift.

[p] Visual appearance. Commercial communications antenna support structures shall be painted silver, or another color approved by the Board, or shall have

a galvanized finish. All wireless communications equipment buildings and other accessory facilities shall be aesthetically and architecturally compatible with the surrounding environment and shall maximize the use of a like facade to blend with the existing surroundings and neighboring buildings to the greatest extent possible. The Board of Supervisors may require that:

[i] Commercial communications antenna support structures be painted green up to the height of nearby trees.

[ii] Wireless communications equipment buildings which house electrical transmitter equipment be placed underground, unless determined to be detrimental to the functioning and physical integrity of such equipment.

[iii] In making these determinations, the Board of Supervisors shall consider whether its decision will promote the harmonious and orderly development of the zoning district involved; encourage compatibility with the character and type of development existing in the area; benefit neighboring properties by preventing a negative impact on the aesthetic character of the community; preserve woodlands and trees existing at the site to the greatest possible extent; and encourage sound engineering and land development design and construction principles, practices and techniques.

[q] Site plan. A full site plan shall be required for all wireless communications facilities, showing all existing and proposed structures and improvements, including but not limited to the commercial communications antenna(e), commercial communications antenna support structure, building, fencing, buffering, ingress and egress. The plan shall comply with Chapter 205, Subdivision and Land Development.

[r] No sign or other structure shall be mounted on the wireless communications facility, except as may be required by the FCC, FAA or other governmental agency.

[s] Lighting. Commercial communications antenna support structures shall meet all Federal Aviation Administration (FAA) regulations. No commercial communications antenna support structure may be artificially lighted except when required by the FAA or other governmental authority. When lighting is required by the FAA or other governmental authority, it shall be limited to the minimum lumens and number of lights so required and it shall be oriented inward so as not to project onto surrounding properties. The applicant shall promptly report any outage or malfunction of FAA mandated lighting to the appropriate governmental authorities and to the Township Secretary.

[t] Maintenance. The applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs and the traffic safety and noise impacts of such maintenance.

[u] Vehicular access. In the event that a commercial communications antenna(e) is attached to an existing structure, vehicular access to the wireless communications facility shall not interfere with the parking or vehicular circulation on the site for the existing principal use.

[v] Collocation. If the applicant proposes to build a commercial communications antenna support structure [as opposed to mounting the commercial communications antenna(e) on an existing structure], the applicant shall demonstrate that it has contacted the owners of structures of suitable location and height (such as smoke stacks, water towers and buildings housing existing commercial communications antenna support structures) within a one-mile radius of the site proposed, has asked for permission to install the commercial communications antenna(e) on those structures and has been denied. The Board of Supervisors may deny an application to construct a new commercial communications antenna support structure if the applicant has not made a good faith effort to mount the commercial communications antenna(e) on an existing structure as set forth in this subsection.

[w] Abandonment. If use of the wireless communications facility is abandoned, or if the wireless communications facility is not in use for a period of six months or longer, the owner shall demolish and/or remove the wireless communications facility from the land site within six months of such abandonment and/or nonuse. All costs of demolition and/or removal shall be borne by the owner of the wireless communications facility. In the event that the demolition and/or removal referred to above is not performed in a timely manner, the owner shall be subject to civil enforcement proceedings in accordance with § 240-54C.

[x] Notification. Notice of the Planning Commission meeting(s) at which the application will be discussed and of the hearing shall be given to the applicant, the Zoning Officer, the Planning Commission, the Board of Supervisors, property owners within 1,000 feet of the subject property and any other persons or group, including civic or community organizations who have made a timely request for such notice by personally delivering or mailing a copy of the published notice. The notice shall be mailed by the Township at least 30 days prior to the date of the hearing by first class mail to the addresses to which the real estate tax bills are sent for all real property, as evidenced by tax records within the possession of the Township. A good faith effort and substantial compliance shall satisfy the requirements of this subsection. If the subject property is within 1,000 feet of the Township boundary, the adjoining municipality shall be notified. [Amended 9-19-2006 by Ord. No. 129-E-06]

[y] Interference. In the event that the wireless communications facility causes interference with the radio or television reception of any Township resident for a period of three continuous days, the resident shall notify the applicant of such interference and the applicant, at the applicant's sole expense, shall thereafter ensure that any interference problems are promptly corrected. In the event that the interference

is not corrected in a timely manner, the applicant shall be subject to the civil enforcement proceedings in accordance with § 240-54C.

[z] Annual report. In January of each year, the owner of any wireless communications facility shall pay the registration fee as established from time to time by resolution of the Board of Supervisors and shall provide the Township Secretary with the following information. Changes occurring with respect to any such reported information shall be reported to the Township Secretary, in writing, within 10 days of the effective date of such change(s).

[i] The names and addresses of the owner of the wireless communications facility and any organizations utilizing the wireless communications facility and telephone numbers of the appropriate contact person in case of emergency.

[ii] The name and address of the property owner on which the wireless communications facility is located.

[iii] The location of the wireless communications facility by geographic coordinates, indicating the latitude and longitude.

[iv] Output frequency of the transmitter.

[v] The type of modulation, digital format and class of service.

[vi] Commercial communications antenna(e) gain.

[vii] The effective radiated power of the commercial communications antenna(e).

[viii] The number of transmitters, channels and commercial communications antenna(e).

[ix] A copy of the owner's or operator's FCC authorization.

[x] Commercial communications antenna(e) height.

[xi] Power input to the commercial communications antenna(e).

[xii] Distance to nearest base station.

[xiii] A certification signed by two officers of the applicant that the wireless communications facility is continuing to comply with this chapter and all applicable governmental regulations, including but not limited to output and emission limits established by the FCC.

[xiv] A certificate of insurance issued to the owner/operators, evidencing that there is adequate current liability insurance in effect insuring against liability for personal injuries and death and property damage caused by the land site and the wireless communications facilities.

[xv] The failure to supply the annual report by the close of January shall result in the issuance of an enforcement notice in accordance with § 240-54. [Added 2-17-2009 by Ord. No. 129-D-09]

[aa] The applicant may, upon conditional use approval being granted by the Board of Supervisors, install a commercial communications antenna in any zoning district, provided the following conditions are met:

[i] The commercial communications antenna shall be located entirely within a steeple and no portion of the antenna shall be visible from the outside.

[ii] The applicant demonstrates compliance with the provisions of § 240-31C(3)(h)[2][e].

EAST GOSHEN TOWNSHIP ACTION ITEM

Item: **Records Retention** No: **ADM 09-02**

List Date: **1/20/2009** Completed Date:

Description: **Review existing guidance. Identify system/vendor for new email**

Date	Action
	Review existing guidance on records retention, including email to ensure complicity with PA Museum Commission guidance. Funded 2010. Must indentify system/vendor for new email, plan transition, implement plan.
5/4/2010	Review of alternative hosted systems not yet complete. Obtaining costs for hosted Microsoft Exchange solution.
7/27/2010	Attached is a quote for Microsoft Exchange and one from Bee.net

TASKS

1. Discovery and Design

- Identify existing server, domain, network, backup and client infrastructure
- Test and verify domain for Exchange 2010 readiness
- Identify POP user accounts, PST files, public/internal DNS, and client readiness
- Determine required changes for implementation
- Determine access methods

2. Exchange Server 2010 Installation and Configuration

- Prepare Domain for introduction of Exchange 2010 Server
- Build out Windows Server 2008 x64 Server w/ SP2 and update as needed
- Install Exchange Prerequisites and Prepare Domain for Exchange Server 2007
- Install Exchange Server 2007 w/ SP2 and update as needed
- Configure Mailbox, Hub Transport and Client Access Roles
- Obtain and Install SSL Certificate
- Configure and Verify Connectors, Access Methods, DNS Records, etc.
- Install and Configure Antivirus, Anti-spam and Backup software as required

3. Exchange Server 2010 Journaling Installation and Configuration

- Build out Windows Server 2008 x64 Server w/ SP2 and update as needed
- Install Exchange Prerequisites and Install Exchange Server 2007 w/ SP2 and update as needed
- Configure Mailbox and Hub Transport Roles
- Create Journal Database and Mailbox
- Establish Journaling Rules
- Install and Configure Antivirus, Anti-spam and Backup software as required

4. Exchange Server 2010 POP Migration

- Reconfigure Public DNS A/MX Records for Exchange 2010 Server
- Modify firewall to allow inbound SMTP and HTTPS access
- Configure Outlook Clients for dual account setup (POP/Exchange)
- Reconfigure compatible third-party e-mail connectors and internal printing devices
- Verify Client Access from Internet Explorer, Outlook 2007, and Mobile Devices

5. Exchange Server 2010 Post Migration

- Verify Exchange Server 2010 Health
- Includes 4 hours of Onsite Zero Day support
- Includes 4 hours of Ongoing Onsite/Remote Support
- Includes 2 hours of Administrator Orientation
- Includes Documentation of Exchange Server 2007 System

Terms and Conditions

Mutual Non-Solicitation

During the term of this agreement and for a period of two (2) years thereafter, the parties, StrategicLink and East Goshen Township, their respective heirs or assigns, agree not to hire, solicit, or attempt to solicit, directly or indirectly, the services of each other's current employees or subcontractors without the prior written consent of the other party. In addition, neither party will induce or attempt to influence any employee or subcontractor of the other party to terminate his or her contractual agreement with the other party. Violation of this provision shall entitle the (injured) party to assert its' right to seek liquidated damages from the other party equal to the greater of twenty five percent (25%) of employees annual compensation or twenty thousand dollars (\$20,000).

In addition, the parties acknowledge that violation by any one party of the provisions of this agreement would cause irreparable harm to the other party not adequately compensated by monetary damages. In addition to other relief, it is agreed that injunctive relief may be sought to prevent any actual or threatened violation of the provisions stated in this agreement.

Scheduling

Professional Services for the Identity Lifecycle Manager project will be provided during StrategicLink's principle period of operation: Monday through Friday, 7:00 a.m. to 7:00 p.m. prevailing local time, excluding StrategicLink observed holidays. StrategicLink holidays include New Year's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day. StrategicLink and SKH Management Company will agree on a time when StrategicLink will perform Professional Services.

Professional Services Cost

Based on the Statement of Work, StrategicLink agrees to the fixed professional services cost of six thousand dollars (\$6,000.00).

StrategicLink will provide work orders for all work performed.

Billing Policy

StrategicLink will charge support in the following manner:

- Telephone support is billable in 15-minute increments.
- On-site support is subject to a minimum charge of one hour.
- An off-hours rate will be billed for work performed outside of normal business hours (Monday-Friday 7AM-7PM). This rate will be 1.5 times the normal rate.

Travel Policy

StrategicLink will charge travel time based on the following zones:

- On-site engineering services delivered in Southeastern Pennsylvania will be billed a travel fee of \$65.
- National/International: actual travel time at (.5) times the applicable hourly resource rate plus per diem expenses.

Terms

At the time of the order, StrategicLink requires 50% deposit for the professional services cost; the balance will be invoiced upon completion and payment is due upon receipt of invoice.

An authorized signature shall constitute acceptance of these services and products in the attached document and is required to schedule StrategicLink's resources.

East Goshen Township Signature

Date

StrategicLink Consulting Signature

Date

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Software Part #	Qty	Product Description	Unit Price	Extended Total
961453A	1	Dell Poweredge T610 Tower Server, QTY-2 Intel Quad Core Xeon E5530 2.4ghz 8MB Cache, 8GB ram, SAS, Perc 6i 256MB, QTY-8 146GB 15K SAS 3.5" Pluggable Drives, Dual GB ENET, Redundant Power, DVD, 3yr 5x10 NBD Onsite Warranty	\$4,388.68	\$4,388.68
961453B	1	Dell Poweredge T610 Tower Server, QTY-2 Intel Quad Core Xeon E5506 2.13ghz 4MB Cache, 4GB ram, SAS, Perc 6i 256MB, QTY-8 250GB 7200rpm SATA Pluggable Drives, Dual GB ENET, Redundant Power, DVD, 3yr 5x10 NBD Onsite Warranty	\$2,669.58	\$2,669.58
	1	Dell Ground Shipping	\$79.00	\$79.00
5729920	2	Microsoft Windows Server 2008 R2 Standard License GOVT OLP	\$535.89	\$1,071.78
5791792	2	Microsoft Exchange Server Standard 2010 License GOVT OLP	\$525.61	\$1,051.22
5307471	25	Microsoft Windows 2008 Client Access User License GOVT OLP	\$21.72	\$543.00
5791808	25	Microsoft Exchange 2010 Standard Client Access User License GOVT OLP	\$50.18	\$1,254.50
5791788	25	Microsoft Exchange 2010 Enterprise Client Access User License GOVT OLP	\$30.86	\$771.50
5485160	2	Symantec Back Up Exec 12.5 Windows Exchange Agent License with 1yr 7x24 Maintenance GOVT Express	\$589.79	\$1,179.58
			TOTAL	\$13,008.84

+ 6000 Install

 19,008.84

2: Hardware and Software Quote with Software Maintenance

Part Number	Qty	Product Description	Unit Price	Extended Total
961453A	1	Dell Poweredge T610 Tower Server, QTY-2 Intel Quad Core Xeon E5530 2.4ghz 8MB Cache, 8GB ram, SAS, Perc 6i 256MB, QTY-8 146GB 15K SAS 3.5" Pluggable Drives, Dual GB ENET, Redundant Power, DVD, 3yr 5x10 NBD Onsite Warranty	\$4,388.68	\$4,388.68
961453B	1	Dell Poweredge T610 Tower Server, QTY-2 Intel Quad Core Xeon E5506 2.13ghz 4MB Cache, 4GB ram, SAS, Perc 6i 256MB, QTY-8 250GB 7200rpm SATA Pluggable Drives, Dual GB ENET, Redundant Power, DVD, 3yr 5x10 NBD Onsite Warranty	\$2,669.58	\$2,669.58
	1	Dell Ground Shipping	\$79.00	\$79.00
1207757	2	Microsoft Windows Server 2008 R2 Standard License with Software Assurance GOVT OLP	\$808.14	\$1,616.28
1105634	2	Microsoft Exchange Server Standard 2010 License with Software Assurance GOVT OLP	\$788.47	\$1,576.94
1207846	25	Microsoft Windows 2008 Client Access User License with Software Assurance GOVT OLP	\$32.59	\$814.75
1763892	25	Microsoft Exchange 2010 Standard Client Access User License with Software Assurance GOVT OLP	\$75.17	\$1,879.25
5791816	25	Microsoft Exchange 2010 Enterprise Client Access User License with Software Assurance GOVT OLP	\$46.27	\$1,156.75
5485160	2	Symantec Back Up Exec 12.5 Windows Exchange Agent License with 1yr 7x24 Maintenance GOVT Express	\$589.79	\$1,179.58
TOTAL				\$15,360.81

+ 6000 install

21,360.81

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Bee.Net Internet Services
64 E. Uwchlan Ave., PMB 239
Exton, PA 19341
(610) 280-2274 - local to Exton
888-4BEENET - Toll Free

+ \$ 7,000

Proposed Upgrade to Email Services Provided to East Goshen Township

1. Hosted email solution at the rate of \$7/account/month.
2. Bee.Net has been providing classic pop3 email services to East Goshen Township since April 1997.
3. East Goshen Township is considering upgrading from Bee.Net's classic pop3 email service to its more robust BEEMAIL email service.
4. BEEMAIL is a private labeled enterprise grade email service offered by Bee.Net Internet Services.
5. The core of the BEEMAIL service is the same highly redundant, carrier class, secure, email infrastructure which is also used by Verizon and other large email service providers. Uptime experience for the email services has been 100%.
6. The software is continuously updated to meet the ever changing requirements and features of new browsers, operating systems and email clients.
7. Bee.Net has enhanced the core email service by integrating the enterprise grade Postini spam and virus email filtering service, which Bee.Net also uses for its classic pop3 email services.
8. In addition, Bee.Net customizes the BEEMAIL service to meet the unique needs of each of its customers
9. Some of the features of BEEMAIL, specifically included to meet the needs of East Goshen Township, include:
 - Hosted email solution with full featured offsite webmail access capability.
 - Centralized archiving and full search access for inbound and outbound email, with unlimited retention and storage.
 - The archive will continue to retain email relating to terminated accounts. However, BEEMAIL pricing is computed only on active accounts.
 - All email accounts include Postini spam and virus filtering services.
 - Webmail users can automatically synchronize their email, contacts and calendar data with their Outlook 2007 email software.
 - Users can share contact and calendar information with others.
 - East Goshen IT can add or remove accounts via a web based Administrative interface.
10. REFERENCES - other Bee.Net customers using the BEEMAIL services include:
 - Auerbach Central Agency for Jewish Education (ACAJE) & Jewish Outreach Partnership (JOPP) - <http://www.ajaj-jop.org/> - Bee.Net customer since June 1997. JOPP recently merged with ACAJE, and Bee.Net coordinated the transfer of the ACAJE email users from their old email provider to BEEMAIL, and the transfer of the JOPP classic pop3 users to BEEMAIL. The BEEMAIL features used include standard pop3 and webmail services. Contact: Scott Warren Sharff, (215) 635-8940
 - PeopleMetrics - <http://www.peoplemetrics.com/> - Bee.Net customer since October 2003. PeopleMetrics is located in Philadelphia. Their customers are generally Fortune 500 companies, and their business is highly dependent upon reliable email communications. BEEMAIL features utilized used include IMAP, webmail, and contact and calendar sharing and synchronization. PeopleMetrics previously used Bee.Net's classic pop3 email service. Contacts: Sydney Weinstein and Natalia McDade, (215) 979-8030
 - Gibson & Perkins, P.C. - <http://www.gibperk.com/> - Bee.Net customer since May 2001. Gibson and Perkins, P.C. is a law firm located in Media, PA. The BEEMAIL features they use include encrypted POP3, SMTP and webmail services, as well as a non public searchable email archiving system. .Contact: Frank Bruckerl, (610) 565-1708

MEMO

TO: Rick Smith
Joe Gill

FROM: Diane Degnan

RE: Upgraded E-mail Services with Archiving Capability

DATE: April 29, 2010

I contacted Buckley, Brion, McGuire, Morris & Sommer and Caln Township in an attempt to obtain information on their recent e-mail system upgrades, and I'm still waiting for return calls. In the meantime, I also followed up with Burt on the pros and cons of upgrading to a generic, off-site, hosted e-mail service with archiving capability versus the purchase of on-site Microsoft Exchange software and a new server.

None of the extras connected with Microsoft Exchange would be anything we [as a Township] would need, and search capabilities would be more difficult. The cost to implement the Microsoft option would likely total close to \$30,000 the first year, and approximately \$5,000 per year thereafter. Regular maintenance and upgrades (that could not be done by Burt) would be an added expense.

A generic, off-site, hosted service, which would meet our needs, would cost approximately \$7,000 per year, and there would be no additional maintenance or upgrade costs like those associated with an in-house solution.

Our current provider, Bee.net, has provided us with outstanding, personal service for several years, and can now assist us with either option. Given the significant difference in cost, and the fact that both Burt and those at Bee.net feel the generic option would more than meet our needs, I would concur with the recommendation to accept Bee.net's proposal to provide us with upgraded, offsite e-mail services with archiving capabilities. If in the future, it is determined that the generic software no longer meets our needs, we would not be restricted from changing over to an in-house exchange server at that time.

Burt has extended an offer to attend a meeting, and personally explain this information in more detail to the Board if necessary.

dld

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Date	Action
5/4/2010	Report from Joe. Memo from Rick
6/1/2010	Discuss with Services report in July.
7/27/2010	Discuss Services report

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Quarterly Summary of Pending Legal Cases

No:

FIN 09-01

List Date:

6/25/2009

Completed Date:

Description:

Report on Pending Cases.

Date	Action
1/26/2010	Revised report due. Done
4/27/2010	Revised report due.
7/27/2010	Revised report due.
10/26/2010	Revised report due.

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Capital Reserve Fund Analysis

No:

FIN 09-02

List Date:

7/28/2009

Completed Date:

Description:

Is Funding sufficient for future needs?

Date	Action
4/20/2010	Started discussion. Will reschedule.
5/11/2010	Finance updating 5-Year Capital Plan with DPW, and entering and revising Accumulated Depreciation calculations since 2008 Keystone study.
5/25/2010	Obtained original file from Keystone study. Added new items. Reviewing 5-year replacement plan with Mark.
7/27/2010	Review Analysis

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EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Q1 2010 Financial Reports

No:

FIN 10-05

List Date:

2/16/2010

Completed Date:

Description:

Date	Action
4/19/2010	Provide Q1 Reports. Done
7/27/2010	Provide Q2 Reports. Budget Savings: 2008 Budget vs 2010 Budget Provide list of Variances and Impact Items (\$2500 threshold) Disbursements by Fund State Fund chargebacks detailed DPW breakouts for full costing Snow, Roads, Sewer, Parks Overtime Report
10/26/2010	Provide Q3 Reports.
TBD	Provide Year End 2010 reports.

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What expenses can be allocated to the functions of DPW?

Date	Action
4/19/2010	What expenses, particularly fuel, can be allocated within DPW functions.
7/27/2010	Sample reports with Q2 Financials.

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PCZ 09-01

Completed Date:

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Date	Action
4/20/2010	2010 letter out week of 01/04/10. Quarterly update due.
4/16/2010	Mark Gordon: Received three 2010 registrations to-date. First late and collection notification sent 3/19/10, second late notification and second collection letter going out week of 4/20/10.
6/10/2010	MG: All WCF Have paid their reg. fees and all but one carrier has provided their annual report for 2010.
6/24/2010	MG: All Wireless Carriers have submitted the required annual reports.
10/26/10	MG: All Wireless Carriers have submitted the required annual reports.

Workshop
8.
2pg

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 7/22/2010
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mlb*
Re: Historic Building Adaptive reuse / Conditional Use / Draft Motion

Dear Board Members,

As you know, a conditional use application has been submitted requesting an adaptive reuse for the property at 734 N. Chester Rd. The applicant proposes an office use for the property and is requesting a waiver for the Historic Resource Impact study requirement of the ordinance.

We have had one other such adaptive reuse Conditional Use application in the past, The Matlack Florist back in 2005. Mr. Ross Unruh is representing the applicant for this adaptive reuse application as he did for the Matlack Florist application.

The applicant has received favorable recommendations from the Historical Commission and the Planning Commission, which I have included in your packets.

I have prepared the following draft motion for your consideration.

Draft Motion:

I move we approve the Conditional Use Application of The Food Source International to adaptively reuse the historic property at 734 N. Chester Rd. as an office use, as provide in the Zoning Ordinance §240-38.8., waive the Historical Resource Impact Study as provided for in §240-38.8.A(5)., due to the fact that the applicant proposes no substantive changes to the interior or exterior of the historic building to accommodate the proposed adaptive reuse and support the applicant's request to reduce the number of required off-street parking places, due to the fact that additional unused spaces will significantly detract from the historical integrity of the property and could negatively impact the welfare of the neighboring residential property, with the following condition(s):

1. Off Street parking places shall be limited to 13 (10 - parking area, 3 - Garage).
2. Should the use change and or the number of employees exceeds the number of parking spaces provided, the applicant shall apply to the township to amend the Conditional Use approval.
3. The Applicant shall indicate a reserve parking area and shall install said parking upon request from the Township.

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**EAST GOSHEN TOWNSHIP
PLANNING COMMISSION**
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

July 22, 2010

East Goshen Township
Board of Supervisors
1580 Paoli Pike
West Chester, Pa. 19380

Re: Conditional Use / Historic Resource Adaptive Re-Use
53-4-82


Dear Board Members:

At our meeting on July 21, 2010 the Planning Commission voted unanimously in favor of the following motion:

I move we recommend that the Board of Supervisors approve the Conditional Use Application of The Food Source International to adaptively reuse the historic property at 734 N. Chester Rd. as an office use, as provide in the Zoning Ordinance §240-38.8., waive the Historical Resource Impact Study as provided for in §240-38.8.A(5); due to the fact that the applicant proposes no substantive changes to the interior or exterior of the historic building to accommodate the proposed adaptive reuse and support the applicant's request to reduce the number of required off-street parking places, due to the fact that additional unused spaces will significantly detract from the historical integrity of the property and could negatively impact the welfare of the neighboring residential property with the following condition(s):

1. Off Street parking places shall be limited to 13 (10 - parking area, 3 - Garage).
2. Should the use change and or the number of employees exceeds the number of parking spaces provided, the applicant shall apply to the township to amend the Conditional Use approval.
3. The Applicant shall indicate a reserve parking area and shall install said parking upon request from the Township.

Sincerely,

FOR 
George Martynick
Chairman