

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP
1580 PAOLI PIKE
July 27, 2010 – 7:00pm
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper, and Supervisors Don McConathy, Carmen Battavio and Marty Shane. Also present were Township Manager Rick Smith, Director of Finance Deb Beury, Phyllis Marron (Park & Rec), Jim McRee (Deer Committee & Planning Commission), Kathryn Yahraes (Historical Commission), Jane Fava (Conservancy Board) and Linda Gordon (Township Advisory Group). Township Solicitor Kristin Camp and Zoning Officer Mark Gordon were present for the Public Hearing.

WORKSHOP

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm. He asked Deb Beury to lead everyone in the Pledge of Allegiance.

Review of Minutes

The Board reviewed and corrected the draft minutes of July 20. Don moved to approve the minutes as corrected. Marty seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

August 3 Board Meeting Cancelled

Senya announced the cancellation of the Board meeting previously scheduled for August 3.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for July 22, 2010.

The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of July 22 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Carmen seconded the motion.

Public Comment: Joe Buonnano, Herron Lane – Asked if the Township is paying for data from Aqua during the periods the Township is not using it for sewer billing purposes. Rick told him yes; the Township is purchasing data from Aqua in order to keep a complete record of usage. That way, if a resident or business has a question about their sewer bill, the Township will have all the necessary data to answer their question.

There was no discussion or further public comment. The Board voted unanimously to approve the motion.

Personnel Announcement

Senya announced that Joe Gill is no longer working for the Township, and that going forward, Deb Beury will be presenting financial reports to the Supervisors during Board meetings.

Trash Bid Results

Rick reported that the following trash bids were received by the Township:

Solid Waste Services, Inc. d/b/a J. P. Mascaro & Sons - Audubon, PA

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

BFI Waste Services of PA, LLC - King of Prussia, PA

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

A. J. Blosenski, Inc. - Honey Brook, PA

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

Charles Blosenski Disposal Company - Honey Brook, PA

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

Review of 2nd Quarter Financial Statements

The Board began a review of the 2nd Quarter financial statements with Deb Beury.

PUBLIC HEARING

Schaffer Properties / The Food Source, 734 N. Chester Road

The Board held a public hearing to consider a Conditional Use application by Schaffer Properties LLC / The Food Source International, Inc. to adaptively reuse the historic property at 734 N. Chester Road.

Peter Schaffer was present with his attorney Ross Unruh.

Don moved to approve the Conditional Use application of Schaffer Properties LLC and The Food Source International, Inc. to adaptively reuse the historic property at 734 N. Chester Road as an office use as provided for in Zoning Ordinance §240-38.8, waive the Historic Resource Impact Study requirement 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 conditions:

1. Off-street parking places shall be limited to 13 (10 in parking area; 3 in front of garage).
2. Should the use change and/or the number of employees exceed 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.

Carmen seconded the motion. The applicant said the conditions were acceptable. There was no public comment. The Board voted unanimously to approve the motion.

A court reporter was present and will provide a complete transcript of the proceedings.

WORKSHOP (Resumed)

Report from Kathryn Yahraes

Kathryn Yahraes reported that the 2010 Town Tours and Village Walks tour of Goshenville on July 22 was successful and very well received. Over 45 volunteers were involved, and in spite of the heat over 155 visitors came out. Most of the visitors were from outside of East Goshen. Kathryn will be submitting a formal report to the Board.

Review of 2nd Quarter Financial Statements (Continued)

The Board continued their review of the 2nd Quarter financial statements with Deb Beury.

Public Comment: Jim McRee, Oneida Lane – Asked if the Township can stock up on LED bulbs as part of the grant. Rick said no; the Township received a unit price for the project which included the bulbs installed. There was no provision for stockpiling additional bulbs. Mr. McRee also had a comment about the revenue generated from the Township from the sale of tick tubes.

Wireless Ordinance

Don will review the first draft of the updated ordinance as prepared by the Township Solicitor. Rick asked any other Supervisors with comments to please email them to him. Rick reported that meetings have been held with two tower companies, and letters have been sent to the cellular carriers asking about the level of coverage in the area.

Records Retention

Rick will get updated quotes from Microsoft and Bee.net. Don wants Rick to also get life cycle costs. Don said that now is the time for the Board to make a decision on using East Goshen email accounts to conduct Township business. Don and Rick will work on this issue offline and report back to the Board.

Staffing Analysis

The Board agreed to table this until after the TAG report in September.

Quarterly Summary of Pending Legal Cases

The Board had no comments on this summary.

Capital Reserve Fund Analysis

The Board had no comments on this report.

Services List

The Board agreed to schedule a special meeting to discuss this topic.

Telecom Registration & Reporting

All wireless carriers have submitted the required annual reports.

Constant Contact

Senya pointed out that although the Township often requests residents to sign up for Constant Contact on the webpage, nowhere on the webpage is there a reference to something called "Constant Contact." Rick will look into updating the mailing list terminology on the webpage.

Any Other Matter

Thom wanted to discuss getting an appraisal for the Hershey Mill Dam in anticipation of a possible sale. Rick said there is no need to get an appraisal to put the dam out to bid, but said he would go ahead and get a proposal for an appraisal. Don wants to find out if Neil DeRiemer would be willing to abide by the Township's conditions before the Board spends any more time on this matter. Rick said he has not heard back from DEP about the liability issue if the dam were to be sold.

Thom asked the Board to consider asking Rich Siddons to provide an assessment and suggestions on improving the Deer Management Program. The other Supervisors would like Mr. Siddons to go to the Deer Committee first. Thom said he would put Mr. Siddons in touch with Jim McRee.

Thom asked what the change in Township office hours will accomplish in terms of cost savings. Marty said it will help to ease the coverage issues that staff members currently have, and it will lead to some energy savings. Don said it will cut 390 hours of office time per year.

Thom asked the Board to again consider contracting someone on a commission basis to research and pursue available grants for the Township. Rick said he will discuss this with Skip Brion.

Public Comment: Joe Buonnano, Herron Lane – Said the Township might consider using the services of a student from one of the area educational programs on grant writing.

Liaison Reports

None.

Public Comment Period

Jane Fava of the Conservancy Board shared that there is a grant opportunity the Township could take advantage of: the Conservation District is applying for a PennVEST loan-forgiveness grant, and she could request that East Goshen be allowed to join in to get funding for riparian zone restoration in Applebrook. The deadline for application is August 15. The Board indicated they would be very interested if there is no cost to the Township, and asked Jane to provide them with more information. Don reminded her to follow the formal process for getting Board approval for a grant application.

Appointment of Township Secretary

Senya announced that with the departure of Joe Gill, the Township is in need of a Township Secretary. Carmen moved to appoint Rick Smith to fill the vacant Township Secretary position. Don seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Appointment of Delegate to Chester County Tax Committee

Senya announced that with the departure of Joe Gill, the Township needs to appoint someone as delegate to the Chester County Tax Committee. Don moved to appoint Rick Smith as the East Goshen delegate to the Chester County Tax Committee. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Adjournment

There being no further business, the meeting was adjourned at 9:58pm.

EXECUTIVE SESSION

The Board met in Executive Session until 10:20pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

July 22, 2010

TREASURER'S REPORT
2010 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$4,658.67
Earned Income Tax	\$22,036.63
Local Service Tax	\$4,000.00
Transfer Tax	\$0.00
General Fund Interest Earned	\$0.00
Total Other Revenue	\$13,024.34
Total Receipts:	<u>\$43,719.64</u>

Accounts Payable	\$108,523.84
Electronic Pmts:	
Health Insurance	\$0.00
Credit Card	\$0.00
Postage	\$1,000.00
Debt Service	\$0.00
Payroll	\$47,000.00
Total Expenditures:	<u>\$156,523.84</u>

Interest Earned \$0.00

Expenditures: \$0.00

CAPITAL RESERVE

Interest Earned \$0.00

Expenditures: \$11,036.71

TRANSPORTATION FUND

Interest Earned \$0.00

Expenditures: \$0.00

SEWER/DRAINAGE

Receipts	\$49,128.47
Interest Earned	\$0.00
Total Sewer:	<u>\$49,128.47</u>

Accounts Payable	\$15,560.24
Debt Service	\$0.00
Total Expenditures:	<u>\$15,560.24</u>

REFUSE

Receipts	\$27,759.55
Interest Earned	\$0.00
Total Refuse:	<u>\$27,759.55</u>

Expenditures \$6,922.41