

1
2
3
4
5
6
7
8
9
10
11
12

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

13
14
15
16
17
18
19
20
21
22
23

Present: Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper, and Supervisors Marty Shane and Don McConathy. Supervisor Carmen Battavio arrived at 7:35pm. Also present were Township Manager Rick Smith, Brian McCool (Finance Department), Phyllis Marron and Ruth Scadding (Park & Rec), Jim McRee (Planning Commission and Deer Committee), Kathryn Yahraes (Historical Commission), and Ginnie Newlin (Conservancy Board).

24
25
26
27
28
29
30
31
32
33
34
35

Call to Order & Pledge of Allegiance

36
37
38
39
40
41
42
43
44
45
46

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

Moment of Silence

Senya called for a moment of silence to honor the men and women serving their country in the armed forces, and their families.

Recording of Meeting

No one indicated that they planned to record the meeting.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Senya reported that the Board met in Executive Session on November 30 to discuss a legal matter.

Ordinance Amendment - Parking Requirements in the BP and I-1 Zoning Districts

Don reported that the Planning Commission had no problems with the changes the Board recommended, and Mark Gordon just cleaned up the document a bit. It is now ready to go to the county.

Marty wanted to know how the Township determines if a building has a multiple principal use, and said that a crystal clear way to make that determination is needed. Don said the Township needs to determine what percentage of use qualifies as a principal use. The Board agreed to have the Planning Commission address that issue.

Public Comment: Jim McRee, Oneida Lane – Said an employee count could invalidate an applicant's application due to parking requirements. He asked why the Board needs to send the ordinance amendment to the county and Rick explained.

The Board discussed with Jim McRee the rationale used by the Planning Commission for determining that an office use should have 4 parking spaces per 1,000 sq. ft. of gross floor area.

1 The Board then discussed whether the ordinance amendment should be sent to the county for
2 review yet. Don recommended waiting for the Planning Commission to update the definitions
3 before sending the ordinance amendment to the county, and the rest of the Board was fine with
4 that.

5 6 **Recommended Park & Rec Fees**

7 Marty asked Ruth Scadding if the Township will lose park users by increasing fees. Ruth said
8 the Park & Rec Board had not gone to the sports leagues to ask them that, but the leagues were
9 informed that the rates would be increasing for 2011.

10
11 Senya asked Ruth how many people are using the Park & Rec programs, and she said Frank
12 Vattilano is working on compiling that information. Senya told her the staff can easily run a
13 report in-house using the AMS system.

14
15 Marty wanted to know what approach the Township is using in regard to Park & Rec fees:
16 a) charging what the market will bear or b) charging enough to cover the Township's
17 incremental costs. Senya said the proposed rates are in line with those of neighboring
18 townships. He said the proposed field rental fee is still a bargain, even at the new rate. Thom
19 said the proposed pavilion fees seemed a bit high in comparison to other townships. Thom said
20 he thought the pavilion fees were too high; if parents wanted to have a birthday party for their
21 child, it would cost \$100 to rent a pavilion. Rick said the parents could entertain in a pavilion for
22 free if it were not reserved for someone else.

23
24 Thom said the \$5 additional child discount proposed in item #10 was too low. Carmen
25 concurred. After discussion the Board agreed to allow a \$7 family discount for each additional
26 child after the first. There will be no family discount for non-residents. Marty said he was
27 opposed to discontinuing a family discount for non-residents.

28
29 *Public Comment: Joe Buonnano, Herron Lane* – Suggested the Township charge the first child
30 in a family full price, the second child half-price and allow the third child to participate for free.
31 Ruth Scadding said that would not work, as Park & Rec needs something from every participant
32 to cover the cost of the field trip for summer camp.

33
34 The Board agreed to accept the proposed Park & Rec fees as outlined in a memo from Ann
35 Marie Fletcher-Moore and to incorporate the fees into the fee schedule to be effective January 1,
36 2011. The only change to Ann Marie's proposed fees will be to the family discount.

37
38 Don recommended that Frank Vattilano keep track of field usage to see if there are any changes
39 as a result of the new fees. Ruth asked if someone could assist Frank in learning AMS so that he
40 could run reports on his own without having to bother staff, and the Board told her yes, someone
41 can assist Frank.

42 43 **Appointment to Planning Commission**

44 Don moved to reappoint Peter Mylonas to the Planning Commission. Thom seconded the
45 motion. There was no discussion or public comment. The Board voted unanimously to approve
46 the motion.

1
2
3 **Save the Dam Committee - Update**

4 Senya asked resident Neil DeRiemer how much the group has raised, and Mr. DeRiemer said
5 they currently have a \$15,300 fund balance. Neil DeRiemer then reported the following:
6

- 7 • The group met with the Hershey's Mill Master Association on November 4. They will be
8 recording a segment about the dam to air on the Hershey Mill TV channel.
- 9 • They met with representatives from Bow Tree, who agreed to put a link on their website.
- 10 • The corporate articles have been signed, but they are still working on finalizing their
11 1031 status and a change is being made to the bylaws. In the interim they are working
12 with the Chester County Community Foundation. Neil said the Foundation is a wealth of
13 information about grant writing and where to apply for grants. If the group gets a grant
14 while they are under the auspices of the Foundation, the Foundation will take a 5% cut.
- 15 • The official name of the group is the "Friends of the East Goshen Historic Hershey's Mill
16 Dam."
- 17 • The group is currently reaching out to some potential large donors.
- 18 • Senator Dinniman has offered to provide his help once the group is incorporated.
- 19 • They have drafted a letter to go to various homeowner associations.
- 20 • They have designed an "I Gave A Dam" pin to sell as a fundraiser.
- 21 • They are organizing a beef & beer fundraiser to take place at the Goshen Fire Hall,
22 possibly in conjunction with an Antiques Roadshow-type event.
- 23 • Neil is still working with Jim Brandolini on the sea wall idea for the dam.
- 24 • The officers are:
25 Neil DeRiemer – President
26 Jim Brandolini & Joe D'Antonio – Vice Presidents
27 Lori Feidt McGill – Secretary & Treasurer
- 28 • The group is planning to meet again in mid-December.
29

30 Senya asked that the group provide a written update to the Board at the beginning of each month.
31

32 Senya informed Mr. DeRiemer that the Township has applied for an American Rivers grant in
33 the amount of \$79K to breach the dam.
34

35 *Public Comment: Kathryn Yahraes, Vista Drive* – Said that one of Neil DeRiemer's neighbors
36 recently died.
37

38 **Budget**

39 The Board began to review the Sewer Operating budget. Don said the Board could not work on
40 the Sewer Operating budget until the Municipal Authority budget is ironed out. Brian McCool
41 will work on the Municipal Authority budget in preparation for the Finance Group meeting on
42 December 9.
43

44 The Board discussed the accounting for the debt service on the Public Works building.
45

46 Rick reviewed the changes made to the budget since the November 30 meeting.

1
 2 Rick will have the new Park & Rec fees worked into the budget in time for the December 9
 3 meeting.
 4 Marty said the refuse fee should be uniform for everyone. He raised the issue of the trash hauler
 5 going onto private roads to collect trash, and whether that is fair, when most residents have to
 6 bring their trash out to the public right-of-way. Senya asked if this was a liability issue. Rick
 7 will check with Kristin Camp.

8
 9 *Public Comment: Joe Buonnano, Herron Lane* – Said having haulers go on private roads
 10 represents a liability issue because the trash trucks could damage the roadway.

11
 12 The Board then discussed the Capital Reserve Fund and agreed to accept the staff
 13 recommendation for the Capital Reserve Fund.

14
 15 **Group Bids**

16 Rick reported receipt of the following bids:

17
 18 **Group 1 – Bituminous Concrete**

	FOB Total	Delivered Total
19 Glasgow Inc.	\$458,975.00	\$519,895.00 low bid
20 Highway Materials	\$470,375.00	\$520,130.00
21 Independence Construction	\$477,750.00	\$522,690.00

22
 23
 24 **Group 2 – Stone**

	FOB Total	Delivered Total
25 Martin Limestone	\$17,320.50	\$34,242.50 low bid
26 Independence Construction	\$20,350.00	\$37,141.00
27 Glasgow Inc.	\$24,075.00	\$33,675.00
28 Hanson Aggregates PA LLC	\$26,877.50	\$36,237.50
29 Highway Materials (did not bid all items)	\$4,000.00	\$7,625.00

30
 31
 32 **Group 3 – Fuel**

	93 Octane	Diesel
33 Reilly & Sons	\$5,188.00	\$20,316.00 low bid
34 Superior Plus Energy	\$5,789.20	\$21,463.20
35 Atlantic Coast Energy	\$5,348.80	\$22,848.00

36
 37
 38 **Group 4 – Ash**

	Per Pound	Total	Alum	Delivered Total
39 Univar USA Inc.	\$0.298/lb	\$7,152.00	\$1.192/gal	\$16,688.00 low bid
40 Main Pool Chemical	\$0.299/lb	\$7,176.00		
41 George Coyne Chem.	\$0.3369/lb	\$8,086.00	\$1.82/gal	\$25,480.00

42
 43
 44 **Group 5 – Rental Equipment with Operators (Bids have been held until December 9)**

1 Group 6 – Rental Equipment Without Operators

	Daily Price	Weekly Price	Monthly Price
2 Hertz Equipment Rental	\$1,640.00	\$5,137.00	\$15,156.00 low bid
3 Ransome Rental	\$2,365.00	\$6,510.00	\$19,180.00

6 Group 7 – Printing

	Total Price
7 Graphic Impressions of America	\$1,197.00 low bid
8 Reino's	\$1,307.00
9 Market Street Print & Copy	\$1,602.35
10 Graphi Color	\$2,205.00
11 Rite-Envelope and Graphics	\$3,348.25

14 Group 8 – Posts & Signs

	Total Price
15 Vulcan Signs	\$7,684.65 low bid
16 Custom Products Corp.	\$8,960.85
17 Rocal Inc. (did not bid on all items)	\$9,417.10

20 Group 9 – Road Planner and Tri-Axle Dump (Bids have been held until December 9)

21
22 Marty moved to award the contracts to the low bidders in each category per the November 24
23 recommendation of Public Works Director Mark Miller. Don seconded the motion. There was
24 no discussion or public comment. The Board voted unanimously to approve the motion.

26 Resolution 10-57 Establishing Refuse & Recycling Rates

27 The Board agreed to remove the line listing a separate rate for multi-family dwellings. Don
28 moved to adopt Resolution 10-57 as amended. Thom seconded the motion. There was no
29 discussion or public comment. The Board voted unanimously to approve the motion.

31 Refuse & Recycling Letter to Residents

32 The Board reviewed and edited a draft letter to residents outlining the changes to the refuse and
33 recycling program that will be effective January 1, 2011.

34
35 *Public Comment: Ruth Scadding, Nathaniel Drive* – Asked whether grass clippings can still be
36 put in trash bags. The Board told her they may only be put in paper bags. She asked how long
37 the bags of grass clipping will have to sit out. Don said yard waste will be picked up twice per
38 month under the new contract.

39
40 *Public Comment: Kathryn Yahraes, Vista Drive* – Had a number of suggestions for changes in
41 the wording and formatting of the letter.

42
43 Rick will revise the letter and send it to the Board for review. The Supervisors will need to have
44 their comments to him no later than Monday, December 13.

1 *Public Comment: Erich Meyer, Monte Vista Drive* – Had questions about the pickup schedule
2 for 2011. Senya told him the dates were already discussed in detail during prior meetings, and
3 since they are already in the contract no changes can be made at this point.
4

5 **Escrow Release & Final Plans – New Kent Apartments**

6 Carmen moved to authorize the Board to sign the final land development plans and execute the
7 Financial Security and Land Development Agreements for the New Kent Apartments project per
8 the December 2 recommendation of Zoning Officer Mark Gordon. Thom seconded the motion.
9 There was no discussion or public comment. The Board voted unanimously to approve the
10 motion.
11

12 **Truck Replacement**

13 Thom moved to authorize the purchase a replacement Ford F350 truck in the amount of \$37,558
14 per the December 3 recommendation of Public Works Director Mark Miller. Don seconded the
15 motion. There was no discussion or public comment. The Board voted unanimously to approve
16 the motion.
17

18 **Any Other Matter**

19 **Fire Marshal's Truck** – Thom asked what is being done with the Fire Marshal's Explorer, and
20 Rick said he will see if any other Townships are interested in it.

21 **Public Hearings** – Don said the Board needs to get the details and witnesses on the record during
22 a public hearing and not just get a quick summary from the applicant's attorney, as happened
23 during the AT&T hearing on November 16. Marty agreed that with the AT&T hearing the
24 Township should not have had to ask the applicant to come back later with more information.
25 The Board discussed whether or not the Township has a policy on how public hearings are
26 conducted. (There is no policy). Rick will have Mark Gordon check the hearing record to find
27 out what was previously approved for AT&T. Going forward, Rick will make sure the
28 Supervisors have copies of plans for review before public hearings. Don said that Kristin Camp
29 needs to be apprised that going forward, the Board must decide at the beginning of a hearing
30 whether they want the applicant to provide the long version or the short version of their
31 presentation and testimony.
32

33 **Review of Minutes**

34 The Board reviewed and corrected the draft minutes of November 23. Carmen moved to
35 approve the minutes as corrected. Don seconded the motion. There was no discussion or public
36 comment. The Board voted unanimously to approve the motion.
37

38 The Board reviewed and corrected the draft minutes of November 30. Don moved to approve
39 the minutes as corrected. Carmen seconded the motion. There was no discussion or public
40 comment. The Board voted unanimously to approve the motion.
41

1 **Treasurer's Report & Expenditure Register Report**

2 *See attached Treasurer's Report for December 2, 2010.*

3
4 The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the
5 Treasurer's Report of December 2 and the Expenditure Register Report as recommended by the
6 Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Carmen
7 seconded the motion. There was no discussion and no public comment. The Board voted
8 unanimously to approve the motion.

9
10 **Action List**

11 Website Upgrade – Rick reported that the new website will go live December 20.

12 Soccer Fields at Line Road – Rick reported that a gate and fence will be installed along the berm
13 when time permits.

14 Annual Training Plan – Staff will have this for the Board by the end of the year.

15 TAG Action List – The Board reviewed and updated this list.

16 Geese Management – This item was closed out from the Action List although eggs will still be
17 added.

18 Hershey Mill Dam – Update received earlier in the meeting.

19 Invasive Species – Still waiting on report from Conservancy and Park & Rec Boards.

20 Capital Reserve Fund Analysis – Discussed earlier in the meeting.

21 Generator Installations – Rick to provide the Board with a copy of what is currently in the
22 ordinance regarding generators.

23
24 **Correspondence & Reports of Interest**

25 Senya acknowledged receipt of the following:

- 26 • Remediation report for the Sunoco Station at 1425 Boot Road.
- 27 • Zoning Variance application from Liberty Towers for 1594 Paoli Pike.
- 28 • Check from PECO's Smart Equipment Incentives Program for \$18,628.

29
30 **Meetings & Dates of Importance**

31 Senya noted the upcoming meetings as listed in the agenda and announced that the Annual
32 Planning Session would be held on January 8.

33
34 **Public Comment Period**

35 None.

36
37 **Adjournment**

38 There being no further business, the meeting was adjourned at 10:25pm.

39
40
41
42 Anne Meddings

43 Recording Secretary

44 *Attachment - Treasurer's Report*

December 2, 2010

**TREASURER'S REPORT
2010 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$2,527.88
Earned Income Tax	\$251,076.07
Local Service Tax	\$29,000.00
Transfer Tax	\$34,043.00
General Fund Interest Earned	\$1,549.51
Total Other Revenue	\$8,888.30
Total Receipts:	\$327,084.76

Accounts Payable	\$242,699.92
<u>Electronic Pmts:</u>	
Health Insurance	\$0.00
Credit Card	\$0.00
Postage	\$1,000.00
Debt Service	\$0.00
Payroll	\$80,000.00
Total Expenditures:	\$323,699.92

(2 Weeks)

STATE FUND

Interest Earned	\$213.51
-----------------	----------

Expenditures:	\$0.00
---------------	--------

CAPITAL RESERVE

Interest Earned	\$591.31
-----------------	----------

Expenditures:	\$0.00
---------------	--------

TRANSPORTATION FUND

Interest Earned	\$320.23
-----------------	----------

Expenditures:	\$0.00
---------------	--------

SEWER OPERATING

Receipts	\$236,688.41
Interest Earned	\$10.71
Total Sewer:	\$236,699.12

Accounts Payable	\$4,157.30
Debt Service	\$0.00
Total Expenditures:	\$4,157.30

REFUSE

Receipts	\$98,909.60
Interest Earned	\$18.75
Total Refuse:	\$98,928.35

Expenditures	\$19,376.33
--------------	-------------