

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
December 14, 2010 – 7:00pm
Final Approved Minutes**

Present: Chairman Senya D. Isayeff and Supervisors Carmen Battavio, Marty Shane and Don McConathy. Vice-Chairman Thom Clapper was absent. Also present were Township Manager Rick Smith, Director of Finance Deb Beury, Brian McCool (Finance Department), and Phyllis Marron (Park & Rec).

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:03pm. He asked resident Erich Meyer to lead everyone in the Pledge of Allegiance.

Moment of Silence

Carmen 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.

2010 Budget Update

Deb Beury reported that the 2010 year-end projected deficit has decreased from an estimated \$189,861 on November 3 to \$150,083 as of December 14.

2011 Budget

Deb Beury reported that as of December 14 the proposed revenue for 2011 is \$10,023,134 and the proposed expenses are \$10,398,061. This means the deficit for 2011 is projected to be \$374,927 which is much lower than the \$988,977 estimate from early November. Accounting for this change is a \$530,027 cut in expenses and an \$84,023 increase in revenue. Deb credited the Supervisors, the Township Advisory Group and the staff for identifying and cutting expenses to help the Township arrive at this new favorable difference of \$614,050. Senya also credited the hard work of previous Boards of Supervisors for helping to keep East Goshen from getting into the dire situations faced by some other Townships. He especially thanked Marty, Carmen and Don who have all served on the Board for some time and put a lot of effort into the budget over the years.

Deb then went through a presentation showing the budget breakdown for 2011.

For the benefit of the audience, Marty noted that 90% of the cost for emergency services is for the police, and since the police service is contractual in nature there is not too much the

Township can do to reduce that expense. Marty also noted that for 2011 the Township has not decreased anything that will affect the level of service currently provided to residents.

Marty moved to adopt Version 4.1 of the 2011 police budget. Carmen seconded the motion. Don asked the status of the WEGO pension liability issue. Marty said that Westtown has not yet signed the agreement, but East Goshen can go ahead and put its proportionate share into a separate account. Rick reported that the Township Solicitor told him that if there is an issue, East Goshen would only be responsible for its proportional share.

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

Marty then moved to adopt the 2011 General Fund budget as presented by Deb Beury this evening. Carmen seconded the motion. Don questioned whether the entire budget was being approved or just the General Fund. After some discussion it was determined that the General Fund was being approved.

Senya thanked the three residents in the audience for coming out to this important meeting, and expressed disappointment that the yoga class taking place in the room next door had attracted more people. Marty said he liked to think that the low turnout was indicative of the confidence the residents have in the Board and the staff to run the Township efficiently.

Public Comment: Mike Broennle, Hunters Circle – Said he thinks that other residents like himself were notified of the budget via Constant Contact and most likely reviewed it online. He said he came out to the meeting to see what changes might have been made since it was posted online.

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

Police Report

Chief John Dumond reported there were 603 calls for service from East Goshen in November. The police are currently investigating the fatal shooting of an 11-year old female in her Westtown home. Also, a female from Wilmington has been charged with the October 15 robbery of the TD Bank in Westtown and is currently incarcerated in Delaware.

Newsletter Bids

Rick reported that the following newsletter bids were opened on November 22:

	Total - Style 1	Total – Style 2
The Proper Printer	\$11,109.00	\$11,063.00 <i>low bidder</i>
Courier Printing Corp.	\$13,988.00	\$12,572.00
GraphiColor Corp.	\$18,440.00	\$14,940.00
Garrison Printing Co.	\$18,348.00	\$15,632.00

Rick reported that references for the Proper Printer were checked and were satisfactory. He also noted that "Style 1" means the newsletter is printed on environmentally friendly paper with environmentally friendly ink.

Marty moved to accept the December 9 recommendation of Public Works Director Mark Miller to award the newsletter bid to The Proper Printer of Camp Hill, PA in the amount of \$11,109.00 for Style 1. Don seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Resolution 10-58 – Mowing Agreement with Pennsylvania Dept. of Transportation

Marty moved to authorize the Chairman to sign the new mowing agreement with the Pennsylvania Department of Transportation for the 2011 mowing season. Don seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Resolution 10-59 – Amending the Non-Uniformed Defined Benefit Pension Plan

Don moved to adopt Resolution 10-59 amending the East Goshen non-uniformed defined benefit pension plan. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Resolution 10-60 – Freezing the Non-Uniformed Defined Benefit Pension Plan

Don made an editorial change to this resolution, then moved to adopt Resolution 10-60 as amended. Marty seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Resolution 10-61 – Establishing Non-Uniformed Employees' Money Purchase Pension Plan

Marty moved to adopt Resolution 10-61 establishing the East Goshen non-uniformed employees' money purchase pension plan. Carmen seconded the motion.

Senya said the Board should appoint a committee to oversee and administer the plan. Marty suggested that the Township Manager, Finance Director, and Chairman of the Board of Supervisors be on the committee. Don said at least one resident should also be on the committee. The Board agreed to make this an action item and discuss it at a future meeting.

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

Escrow Release for the YMCA

Marty moved to close out the escrow account for the West Chester YMCA Family Center per the December 10 recommendation of Yerkes Associates. Don seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Earned Income Tax Refund for Resident

Marty moved to authorize Berkheimer to refund Mr. Anthony DeRita in the amount of \$2,329.80 for overpayment of Earned Income Taxes for the years 2001, 2002 and 2003. Don seconded the

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

ABC Packet Distribution

The Board reviewed a December 9 recommendation from Mark Gordon for the hard copy and electronic distribution of ABC packets. Marty said he would like to circulate the memo to the ABCs for their feedback, and the other Board members were fine with this. The Board agreed to table this matter pending feedback from the ABC. Don asked Rick if all packets are posted to the website and Rick said yes. Don noted that the staff needs to continue to screen items that come in after packets are generated to make sure they are handled appropriately and in a timely manner.

Resolution 10-62 – Adopting Updated Emergency Operations Plan Dated 12-14-10

Rick noted the Board had the updated Emergency Operations Plan for the Township thanks to the efforts of Carmen. Carmen said the County was very helpful in the preparation of the updated manual, and he had a good committee working on this issue. He noted that the committee used a template provided by the County. Carmen thanked Rick for all his work on the matter. There was some discussion as to whether all of Don's suggested changes made it into the updated document. Rick said he was confident that Don's main changes were incorporated.

Carmen moved to adopt the updated Emergency Operations Plan (EOP) for East Goshen Township dated December 14, 2010. Marty seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Any Other Matter

PSATS 2011 Convention – The consensus of the Board was to attend this convention. Rick will put it on the agenda for a meeting in early January.

Census Report of Park & Rec Program Participants – Senya asked for the status of this report. Rick said he will remind Frank Vattilano that the Board is waiting for it.

Park & Rec Funding – Marty asked if the Park & Rec Board is aware they were only given one year to make sure their programs are 100% self-funding, and Rick said they are aware and so is Frank Vattilano. Don said the Park & Rec Board needs to review the issue of Frank's overtime pay.

December 21 and December 28 Board Meetings – Marty moved to cancel the meetings scheduled for December 21 and December 28. Don seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

January 11 Board Meeting – The Board agreed to cancel the January 11 meeting because three Supervisors will be unable to attend.

Trash Removal from Private Roads – Rick will draft an indemnification letter for the Board's review.

Review of Minutes

The Board reviewed and corrected the draft minutes of December 7. 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.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for December 9, 2010.

The Board reviewed the Treasurer's Report and the current invoices. Don moved to accept the Treasurer's Report of December 9 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Marty seconded the motion. There was no discussion and no public comment. The Board voted unanimously to approve the motion.

Action List

Wireless Ordinance – Don is working with Kristin Camp on this, and will report to the Board in January. After that it will be sent to the Planning Commission for review.

Pension Plan Conversion – At a future meeting the Board will discuss the makeup of the committee to administer and oversee the plan.

Employee Benefits – Rick will review the analysis previously done by Joe Gill and will report back to the Board.

Emergency Operations Plan – Updated plan adopted earlier in the meeting.

Parking for Multi-Use Space in IP/BP District – Planning Commission to provide definition of Multi-Use.

Monthly Financial Reports – No comments.

Correspondence & Reports of Interest

Senya acknowledged receipt of a letter from resident Donald Zemruski complimenting Township employees Rick Smith, Mark Miller, George Thompson, Jeff Brown, Dusty Kilgore and Kevin Miller for their assistance in resolving a water overflow issue on his property. Senya asked Rick to send a letter back to Mr. Zemruski thanking him for his letter.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment Period

None.

Adjournment

There being no further business, the meeting was adjourned at 8:46pm.

EXECUTIVE SESSION

The Board met in Executive Session until 9:00pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment - Treasurer's Report