

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
March 22, 2011 – 7:00pm
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Don McConathy, and Supervisors Marty Shane, Carmen Battavio, and Thom Clapper. Also present were Township Manager Rick Smith, Zoning Officer Mark Gordon, Brian McCool (Finance Dept), Phyllis Marron (Park & Rec), and Kathryn Yahraes (Historical Commission),.

Executive Session

The Board met in Executive Session until 7:20pm to interview a candidate for the Pension Committee.

Call to Order & Pledge of Allegiance

Senya called the regular meeting to order at 7:25pm. 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.

EMS Report

Carmen said the Fire Company will contact Rick to schedule a meeting with the Supervisors on EMS matters.

Permit Coordinator Vacancy

The Supervisors discussed the job description for this position with Mark Gordon and Rick Smith. The consensus was that the individual filling this position should act as the Township webmaster and provide administrative support to Rick. Mark can utilize the services of the current part-time person to complete the permit work and get assistance from other administrative employees as needed. Also, going forward the Township's administrative jobs will be supervised by the Director of Finance and not the Zoning Officer.

Rick and Mark will review the organization chart and work on revising the job description for the position. They will plan to have it ready for the Board's review on April 5.

Board Room Video Display Options

The Board agreed there is no pressing need for video service in the Board Room. Don was not sure the Supervisors would even use the technology and Carmen said he was more concerned about the poor acoustics in the room than adding video technology. The Board agreed to hold this item and review it again during 2012 budget discussions.

TAG Recommendation – Emergency Services Assessment

Marty moved to accept Rick Smith's recommendation not to engage a consultant at this time as per his March 17, 2011 memo to the Board. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

RFP For Cell Towers

The Board reviewed and edited Addendum #1 to the completed RFP as prepared by the staff. Carmen moved to accept Addendum # 1 as revised this evening and to have the staff post it to the web. Marty seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Agenda Order

The Board agreed that for the monthly meetings where Brian McCool is present, the discussion of financial and budget matters will be put at the top of the agenda.

Financial/Budget Update

Brian McCool reviewed the February financial results with the Board.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for March 17, 2010.

The Board reviewed the Treasurer's Report and the current invoices. Carmen wants locksmith services to be bid out each year. The Board discussed what services should be bid out. Rick will check the disbursement list and provide a recommendation to the Board.

Thom moved to accept the Treasurer's Report of March 17 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Don seconded the motion.

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

Review of Minutes

The Board reviewed and edited the draft minutes of March 15. Don moved to accept the minutes as amended. Marty seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Budget Cuts – The Board reviewed and discussed the two versions of the worksheet prepared by Rick. Rick said it will be no problem to maintain both versions. Don would like the staff to check all the numbers for accuracy.

Telecom Registration & Reporting – Rick reported the Township is still waiting on Clearwire to complete the process for 2011.

Tree Ordinance – Rick reported this ordinance has been sent to the County Planning Commission for review.

Act 132 Home Improvement Act – Rick summarized the information contained in Mark Gordon's March 17 memo on this topic.

Parking for Multi-Use Space in IP/BP District – Rick reported this has been sent to the County Planning Commission for review.

Any Other Matter

Bluebird Boxes – Don reported that Public Works will be installing a number of bluebird boxes at the Ashbridge Preserve.

Correspondence & Reports of Interest

Senya acknowledged receipt of the February 2011 Operations Report from Public Works Director Mark Miller.

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 regular meeting was adjourned at 8:53pm.

Executive Session

The Board met in Executive Session until 9:15pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment – Treasurer's Report

March 17, 2011

TREASURER'S REPORT
2010 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$377,264.46
Earned Income Tax	\$0.00
Local Service Tax	\$0.00
Transfer Tax	\$16,295.57
General Fund Interest Earned	\$0.00
Total Other Revenue	\$12,854.47
Total Receipts:	<u>\$406,414.50</u>

Accounts Payable	\$17,605.57
<u>Electronic Pmts:</u>	
Health Insurance	\$53,866.87
Credit Card	\$954.15
Postage	\$0.00
Debt Service	\$22,542.34
Payroll	\$44,000.00
Total Expenditures:	<u>\$138,968.93</u>

STATE FUND

Interest Earned	<u>\$0.00</u>
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Expenditures:	<u>\$0.00</u>
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CAPITAL RESERVE

Interest Earned	<u>\$0.00</u>
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Expenditures:	<u>\$0.00</u>
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TRANSPORTATION FUND

Interest Earned	<u>\$0.00</u>
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Expenditures:	<u>\$0.00</u>
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SEWER OPERATING

Receipts	\$22,460.68
Interest Earned	\$0.00
Total Sewer:	<u>\$22,460.68</u>

Accounts Payable	\$10,974.11
Debt Service	\$32,024.00
Transfer To M.A.	\$10,000.00
Total Expenditures:	<u>\$42,998.11</u>

REFUSE

Receipts	\$7,480.53
Interest Earned	\$0.00
Total Refuse:	<u>\$7,480.53</u>

Expenditures	<u>\$378.00</u>
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