

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
TUESDAY, April 5, 2011
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if Anyone is Recording the Meeting
5. Public Comment – Hearing of Residents (Optional)
6. Chairman's Report
 - Announce notification by American Rivers – NOAA (National Oceanic & Atmospheric Administration) of grant denial for Hershey's Mill Dam Breach Project.
7. Public Hearings
8. Police/EMS Report – 3rd Tuesday
9. Financial Report – 4th Tuesday
10. Old Business
 - a. Permit Coordinator: Full Time Justification/Job Description
11. New Business
 - a. Review Cell Tower Proposals
 - b. Consider the recommendation from Local Traffic Advisory Board for Supplee Valley
 - c. Consider New Sewer Rates — *To Be Distributed Tues. Night*
 - d. Consider Constant Contact Contest
 - e. Consider Security System for Meeting Room
 - f. Consider Fire Escrow Ordinance
 - g. Consider Geese Roundup Cost
 - h. Consider 2011 Summer Newsletter and remaining 2011 Deadlines
11. Any Other Matter
12. Approval of Minutes
 - a. March 22, 2011
13. Treasurer's Report
 - a. Report – April 1, 2011
14. Review Action List

15. Correspondence, Reports of Interest

- a. Acknowledge email dated March 31, 2011 from resident Mike Plevyak expressing appreciation to Mark Miller and Public Works Department for excellent job keeping Township streets clear this winter
- b. Acknowledge receipt of Zoning Hearing Board application by Mr. and Mrs. Stein, 1519 Richard Drive
- c. Acknowledge receipt of Conditional Use application by Tru-Team for 1422 Paoli Pike

16. Meetings & Dates of Importance:

April 5, 2011	Board of Supervisors	7:00 pm
April 6, 2011	Planning Commission	7:00 pm
April 7, 2011	Park & Recreation	7:00 pm
April 7, 2011	Zoning Hearing Board - Liberty Towers	7:30 pm
April 9, 2011	Keep East Goshen Beautiful Day	8:30 pm
April 11, 2011	Municipal Authority	7:00 pm
April 12, 2011	Board of Supervisors	7:00 pm
April 13, 2011	Conservancy Board	7:00 pm
April 14, 2011	Historical Commission	7:00 pm
April 16, 2011	6 th Annual Chester Creek Cleanup	
	Township Egg Hunt (Park)	10:00 am
	(rain date April 17)	
April 19, 2011	Park & Recreation w/s	10:00 am
April 21, 2011	Police Commission	8:00 am
April 22, 2011	Office Closed for Good Friday	
	Earth Day	
April 26, 2011	Board of Supervisors	7:00 pm

17. Public Comment – Hearing of Residents

18. Adjournment

The Chairperson, in his or her sole discretion, shall have the authority to rearrange the agenda in order to accommodate the needs of other board members, the public or an applicant.

REMINDER – Newsletter Delivery Date: April 1, 2011

Deadlines for summer 2011:

Submit articles by May 4, 2011

To printer by May 11, 2011

Mailed or in homes by July 1, 2011

Rick Smith

From: Serena McClain [SMcClain@americanrivers.org]
Sent: Thursday, March 24, 2011 4:59 PM
To: rsmith@eastgoshen.org
Subject: AR-NOAA Rivergrants: Hershey's Mill Dam Breach

Thank you for submitting a proposal in consideration of funding for the Hershey's Mill Dam Breach project to the American Rivers-NOAA Rivergrants Program. Unfortunately, we are currently unable to respond favorably to your grant request. While we wish we could support all of the proposals that we received, this grant round was extremely competitive, and far more proposals were submitted than could be funded.

We recognize and commend the valuable work that you are doing to restore diadromous fish habitat. Thank you for giving us the opportunity to review your materials and learn more about your important efforts. We are also happy to provide specific feedback about the proposal you submitted, if interested, in the hopes of helping you strengthen your fundraising efforts. If interested, please feel free to contact me or Laura Craig (lcraig@amrivers.org).

Please accept our best wishes for success as you seek other avenues of funding.

Best,

Serena

Serena S. McClain
Director, River Restoration Program, Federal Grants
American Rivers
1101 14th Street, NW, Suite 1400
Washington, DC 20005
202-347-7550

Learn why 2011 is the Year of the River at www.AmericanRivers.org/YearOfTheRiver.

Please consider the environment before printing this e-mail.

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: 4/1/2011

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer 

Re: Executive Assistant and Permit Coordinator Positions

Dear Board Members:

As requested I have amended the Permit Coordinator job description and provided you with a draft of the new Executive Assistant position we spoke about at your last meeting. I have also included a draft of the Org. Chart, should this position be created. I have also completed the Job Ranking and it appears that the Position will have a starting salary in the Mid 40's. We will have a more precise salary range for you on Tuesday evening.

TITLE: EXECUTIVE ASSISTANT (DRAFT)

FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

This is a skilled administrative position. The employee performs the administrative duties and tasks which support the duties of the Township Manager. The employee will also perform the duties associated with the administration of the Township website and any grant submissions. The employee also performs other administrative duties for the Administration Department and fills in for the Township receptionist as needed. The employee performs other assigned duties as required.

REPORTS TO:

- Township Manager

SUPERVISES:

- Administrative Staff

PRINCIPAL ACCOUNTABILITIES AND/OR TASKS:

- Responsible for the management of the Township Action List
- Routine typing
- Routine filing
- Maintains Township website
- Responsible for writing grant requests
- Responsible for the creation of the Board of Supervisors Meeting Agendas and Information Packets
- Drafts and prepares routine correspondence as requested
- Maintains Township Officials list
- Manages the ABC (Authority, Boards and Commissions) Orientation process
- Performs other administrative duties as requested
- Fills in and Backs-up receptionist as needed
- Oversees the ABC information packet process
- Compiles information for "Right to Know" requests
- Maintains ordinance and resolution files and distributes as needed

INTERPERSONAL INTERACTIONS REQUIRED:

Internal Contact:

- Township Manager
- Elected Officials
- Director of Administration and Finance / Treasurer
- Other Township Staff

External Contact:

- Residents
- Visitors to Office
- ABC Members
- Consultants

PHYSICAL DEMANDS:

The employee must be able to hear, speak, and use a telephone, typewriter, computer, copier, scanner, postage machine, and adding machine. This employee must be able to move 15 pounds from one location to another.

MENTAL DEMANDS:

The employee must be able to read and write at a college level. In addition, the employee must be able to reason, solve problems while being interrupted, provide oral and written communication to the Township Board of Supervisors and other Township personnel, residents, lawyers, legislators, state county and local agencies as well as the general public.

REQUIRED EDUCATION, TRAINING, EXPERIENCE, AND KNOWLEDGE:

- Minimum of two years of College
- 5 years experience in a similar position
- Advanced knowledge of Microsoft Office applications (Word, Excel, Access, Outlook, Power Point, etc.)

REQUIRED SKILLS:

The employee must be able to use office equipment, read and write at a college level, and have an advanced skill level with word processing, spreadsheet, and database applications. Excellent organizational and communication skills are also required.

REQUIRED LICENSES, REGISTRATIONS, OR CERTIFICATES:

- Valid PA Drivers License

TITLE: PERMIT COORDINATOR (DRAFT)

FLSA STATUS: NON-EXEMPT

POSITION SUMMARY:

This is a skilled administrative position with the Township. The employee performs tasks associated with the issuance of building permits, occupancy permits, sign permits, and administers the registration process for contractors doing work in the Township. ~~The employee will also perform the duties associated with the administration of the Township website.~~ The employee also performs other administrative duties for the Administration and Code Department and fills in for the Township receptionist as needed. The employee performs other assigned duties as required.

REPORTS TO:

- Zoning Officer

SUPERVISES:

- None

PRINCIPAL ACCOUNTABILITY AND/OR TASKS:

- Reviews permit applications for completeness
- Types and mails permits & applications
- Schedules inspections
- Maintains property and permit files with specialized software
- Responsible for collecting, applying and creating deposits for permit fees collected
- Create monthly invoices for completed re-occupancy inspections
- Run and reconcile monthly department financial reports.
- Fills in and Backs-up receptionist as needed
- Routine typing
- Routine filing
- Maintains contractor's registration database
- Maintains permit application tracking
- Tracks temporary certificate of occupancy log
- Document all resale and re-occupancy permits and certificates of occupancy
- Develop Building Department Reports
- ~~- Maintains Township website~~
- Maintains Township false alarm database
- Assist Zoning Officer and with the daily administration of the department
- Maintains Township electronic Property Management files
- Other assigned responsibilities and / or tasks

INTERPERSONAL INTERACTIONS REQUIRED:

Internal Contact:

- Township Manager
- Zoning Officer
- Department Heads
- Building Inspectors
- Office staff

External Contact:

- Builders
- Contractors
- Residents
- General Public
- IS Consultants

PHYSICAL DEMANDS:

The employee must be able to see, hear, speak, use a phone, typewriter, computer, copier, and postage machine, and move 15 pounds from one location to another. The employee must be able to file, type and use an adding machine.

REQUIRED EDUCATION, TRAINING, EXPERIENCE, AND KNOWLEDGE:

- High School Diploma or equivalent
- 5 year experience in a similar position
- Working knowledge of Microsoft Office
- ~~—2 years experience working with WordPress or equivalent web development software~~

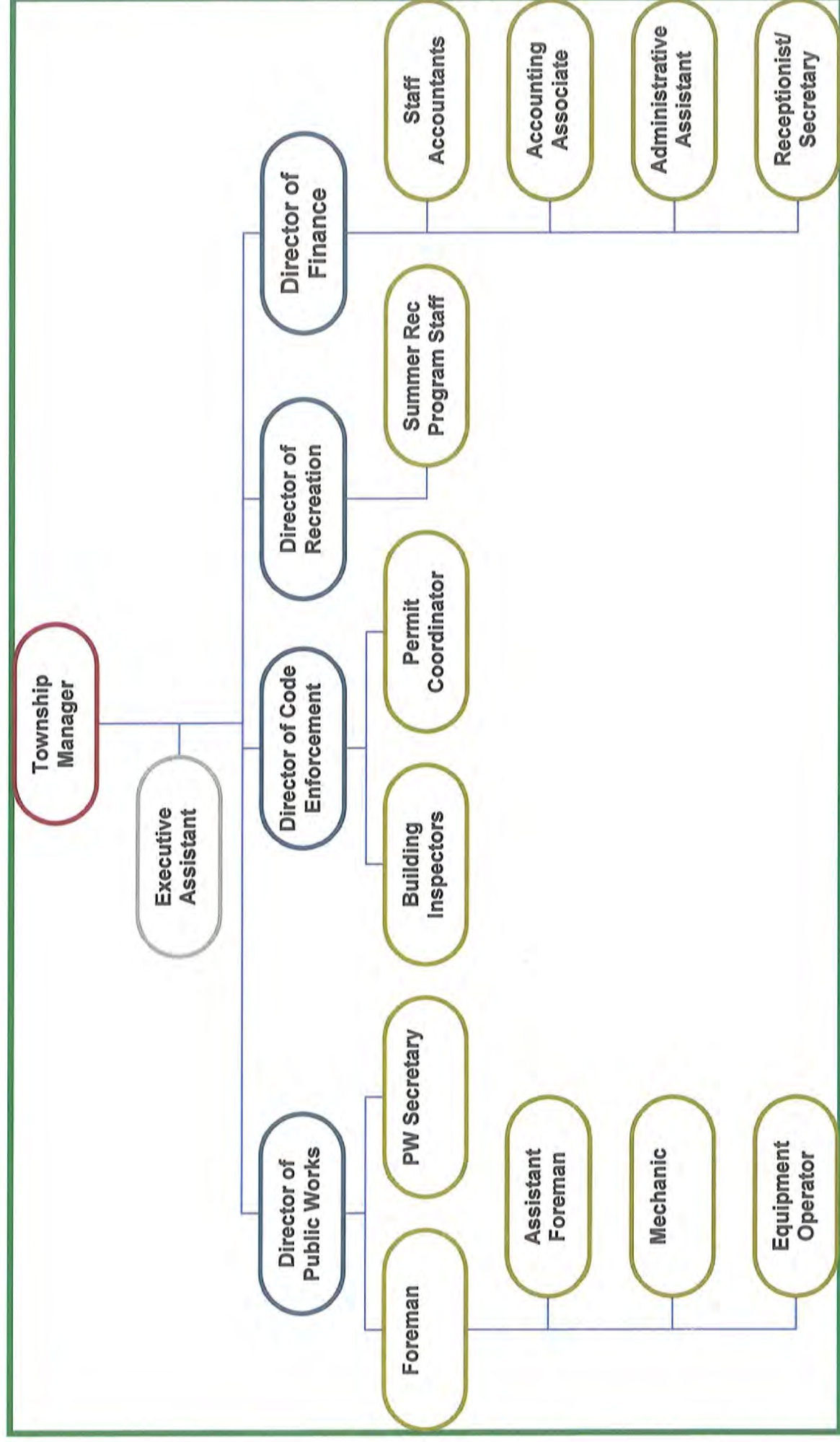
REQUIRED SKILLS:

The employee must be able to read and write at a minimum of a high school level. In addition, the employee must be able to reason, solve problems while being interrupted, have excellent organizational skills, and provide oral and written communication to Township personnel, residents, builders, contractors and the general public. The employee must be able to use basic office equipment and have an intermediate skill level with Microsoft Office suite particularly Word and Excel.

REQUIRED LICENSES, REGISTRATIONS, OR CERTIFICATES:

None

EAST GOSHEN TOWNSHIP ORGANIZATIONAL CHART



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: 4/1/2011

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer *mlb*

Re: Wireless Tower RFP Responses

Dear Board Members:

Enclosed are copies of the responses for the Wireless Tower RFP which we received yesterday. We received four (4) responses and I have done a cursory review and offer the following information.

Liberty Towers: Proposals for each location were submitted and they both appear to contain all the information requested. I would characterize the Liberty Towers response to our RFP as **COMPLETE**.

US Wireless: A proposal was received for the Township Building Location only and the Compensation schedule appears to not contain the all of the requested information. I would characterize the US Wireless response as **INCOMPLETE**.

TowerOne Partners: A response in letter form was received from the respondent with no other supporting information. I would characterize the TowerOne response as **INCOMPLETE**.

Media Capital Advisors: A letter requesting an extension was provided for your consideration. I would characterize the Media Capital Advisors response as **INCOMPLETE**.

A thorough analysis can be made over the next couple weeks however with only one complete submission we really don't have much to compare.

Local Traffic Advisory Committee
1580 Paoli Pike
West Chester, PA 19380

March 28, 2011

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

Re: Supplee Valley

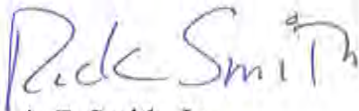
Dear Board Members:

At their meeting on March 17, 2011 the Local Traffic Advisory Committee unanimously agreed to recommend that the Board of Supervisors install four Watts Style speed humps in the Supplee Valley.

Enclosed is a copy of Orth-Rodgers report for your use along with some excerpts from the Traffic Calming Handbook.

Under the process previously approved by the Board if you concur with this recommendation the next step would be to hold a public meeting with the residents and solicit the approval of at least 70% of the homeowners in the neighborhood.

Sincerely,

A handwritten signature in blue ink that reads "Rick Smith".

Louis F. Smith, Jr.
Township Manager

Enclosure

Cc: Local Traffic Advisory Committee
Bo Wozny

MEMORANDUM

FROM THE DESK OF:

DEAN J. KAISER, PE, PTOE
Director of Traffic Signal Operations

Orth-Rodgers & Associates, Inc.
Valleybrooke Corporate Center
301 Lindenwood Drive, Suite 130
Malvern, Pennsylvania 19355
Tel (610) 407-9700 x 225
Fax (610) 407-9600
dkaiser@orth-rodgers.com

To: RICK SMITH – East Goshen Township
Re: Supplee Valley Traffic & Speed Study
Date: Tuesday, March 29, 2011

Rick -

As requested, we have conducted spot speed studies and traffic counts for the Supplee Valley community in the Township based on their November 16, 2010 petition. Due to the inclement weather during the month of January, speeds were taken during periods when motorists could resume normal driving conditions. The following describes the effort taken:

TRAFFIC COUNTS

Traffic counts were performed during morning and afternoon typical peak period times (6-9 AM and 3-6 PM) on Thursday, January 20, 2011. Turning movement traffic counts were performed at Reservoir Road & Baldwin Drive/Cooper Circle at the northeast entrance of the subdivision and East Strasburg Road & Margaret Lane at the southwest entrance of the subdivision.

The subdivision street's (Baldwin Drive and Margaret Lane) peak hours and the main road's (Reservoir Road and East Strasburg Road) peak hours coincided, and due to their locations within the Township, relatively low volumes were seen in general. The following tabulates the peak hour counts:

Reservoir Road and Baldwin Drive/Cooper Circle

	AM Peak (7:15 AM to 8:15 AM)	PM Peak (4:45 PM to 5:45 PM)
Total Intersection Peak	249 vph	210 vph
Community Peak (enter/exit)	39 vph	27 vph

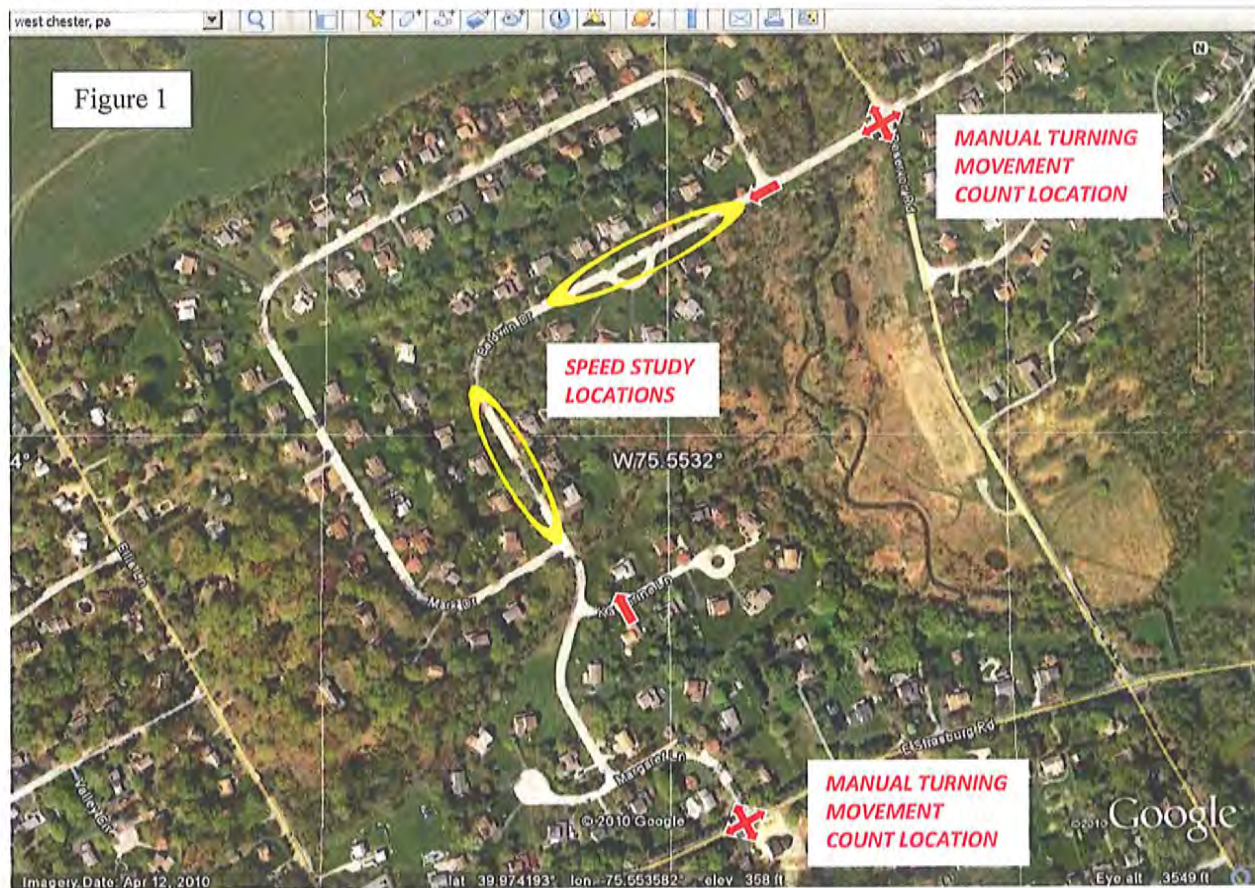
East Strasburg Road and Margaret Lane

	AM Peak (7:15 AM to 8:15 AM)	PM Peak (4:45 PM to 5:45 PM)
Total Intersection Peak	585 vph	556 vph
Community Peak (enter/exit)	50 vph	57 vph

Note that the community volumes do not meet PennDOT's Traffic Calming Handbook's minimum guidance of 100 vph to implement traffic calming measures. As with many other developments within the Township, it is not felt that this guide should preclude traffic calming investigation.

RADAR SPEED STUDY

Using a radar gun, we measured the speeds of vehicles passing locations within the development at the locations depicted in Figure 1 during the morning (6:00 AM to 9:00 AM) and late afternoon (2:00 PM to 6:00 PM) time periods. This broad time period was used to adequately gather speed data during peak and off-peak travel hours. The speed study was conducted on the morning on of Tuesday, January 11th and the afternoon of Monday, January 31st.



As indicated, speeds were recorded from motorists traveling through the straight sections of Baldwin Drive in both the north/south and east/west segments. Below is the 85th percentile speeds recorded at the particular locations:

	Toward Reservoir Road		Toward Strasburg Road	
North/South Segment (combined)	31 mph	32 mph	33 mph	
East/West Segment (combined)	38 mph	38 mph	36 mph	

The attached spreadsheets illustrate the spot speeds and corresponding 85th percentile graphs for the locations.

As you know, the East Goshen LTAC has adopted the PA Traffic Calming Handbook guidelines in recommending traffic calming measures for 85th percentile speeds in excess of 10 miles per hour

Memorandum – Supplee Valley Subdivision Traffic and Speed Study
March 29, 2011 - Page 3 of 3

above the posted speed limit. Baldwin Drive's posted speed limit is 25 miles per hour, therefore making this roadway a candidate for traffic calming measures.

Although the community seems to have two distinct roadway segments on Baldwin Drive (based on the spot speeds), it is recommended to place speed humps so as not to adversely affect one area over another. In effect, place a hump in both roadway segments to ensure motorists do not attempt to 'make up' their lost time after slowing for one device.

After meeting with residents, the police department and Township personnel on March 17, 2011, it was decided that speed humps would be most beneficial at the following locations (see attached map):

- At the property line of 230 & 232 Baldwin Drive (150' from the center of eastern Mark Drive)
- Between the 218 & 220 Baldwin Drive driveways (approx. 40' from PT of curve)
- Between the 209 & 210 Baldwin Drive driveways (approx. 335' from the center of western Mark Dr)
- Near 203 Baldwin Drive (approx. 100' south of Katherine Lane)

The Township has successfully implemented traffic calming speed humps within the Charter Chase and Waterview Farms communities. Per the LTAC Traffic Calming requirements, if the Supplee Valley community could garner 70% affirmative votes of all affected residents to accept the implementation of these devices, the Board of Supervisors will vote to provide final approval to install said speed humps.



Charter Chase Speed Hump



Waterview Speed Hump

Please contact me if there are any questions regarding this review and recommendation.

Dean

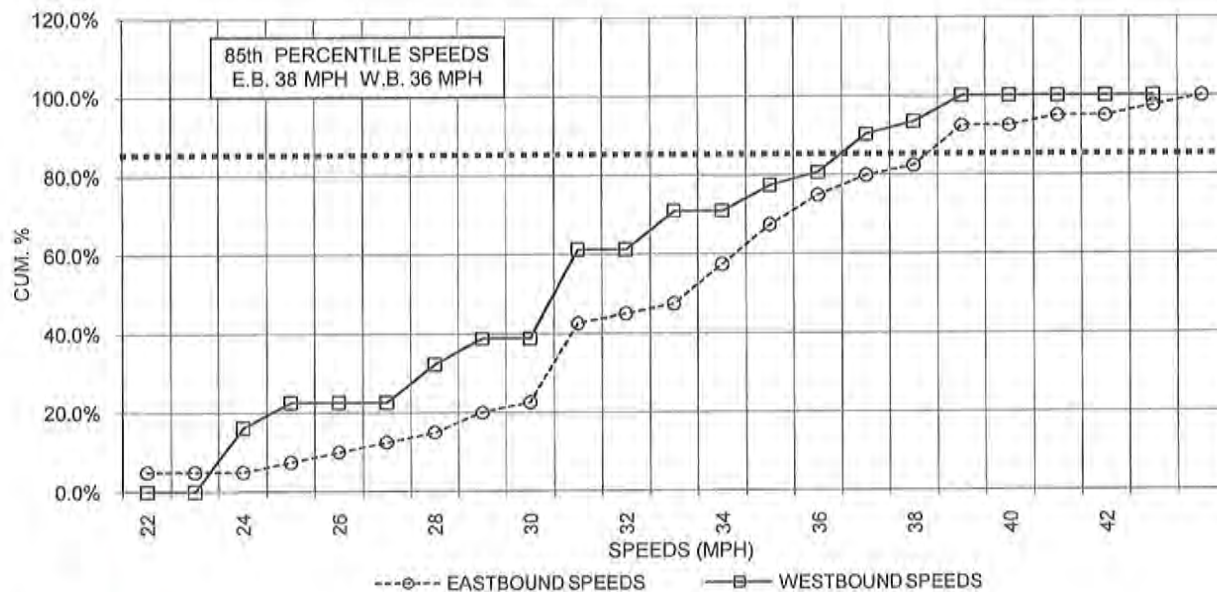
**BALDWIN DRIVE
EAST GOSHEN TOWNSHIP
CHESTER COUNTY**

Survey Conducted 1/11/2011
(northeast section of Baldwin Dr)

**SPOT SPEED SURVEY
(Eastbound & Westbound Directional Speeds)**

<u>SPEEDS (MPH)</u>	<u>NUMBER OF VEHICLES EASTBOUND</u>	<u>% TOTAL</u>	<u>CUM. %</u>	<u>NUMBER OF VEHICLES WESTBOUND</u>	<u>% TOTAL</u>	<u>CUM. %</u>
21	2	5%	5.0%	0	0%	0.0%
22	0	0%	5.0%	0	0%	0.0%
23	0	0%	5.0%	0	0%	0.0%
24	1	3%	7.5%	5	16%	16.1%
25	1	3%	10.0%	2	6%	22.6%
26	1	3%	12.5%	0	0%	22.6%
27	1	3%	15.0%	0	0%	22.6%
28	2	5%	20.0%	3	10%	32.3%
29	1	3%	22.5%	2	6%	38.7%
30	8	20%	42.5%	0	0%	38.7%
31	1	3%	45.0%	7	23%	61.3%
32	1	3%	47.5%	0	0%	61.3%
33	4	10%	57.5%	3	10%	71.0%
34	4	10%	67.5%	0	0%	71.0%
35	3	8%	75.0%	2	6%	77.4%
36	2	5%	80.0%	1	3%	80.6%
37	1	3%	82.5%	3	10%	90.3%
38	4	10%	92.5%	1	3%	93.5%
39	0	0%	92.5%	2	6%	100.0%
40	1	3%	95.0%	0	0%	100.0%
41	0	0%	95.0%	0	0%	100.0%
42	1	3%	97.5%	0	0%	100.0%
49	1	3%	100.0%	0	0%	100.0%
TOTALS	40	100%		31	100%	

**CUMULATIVE SPEED DISTRIBUTION
(Eastbound & Westbound Directional Speeds)**



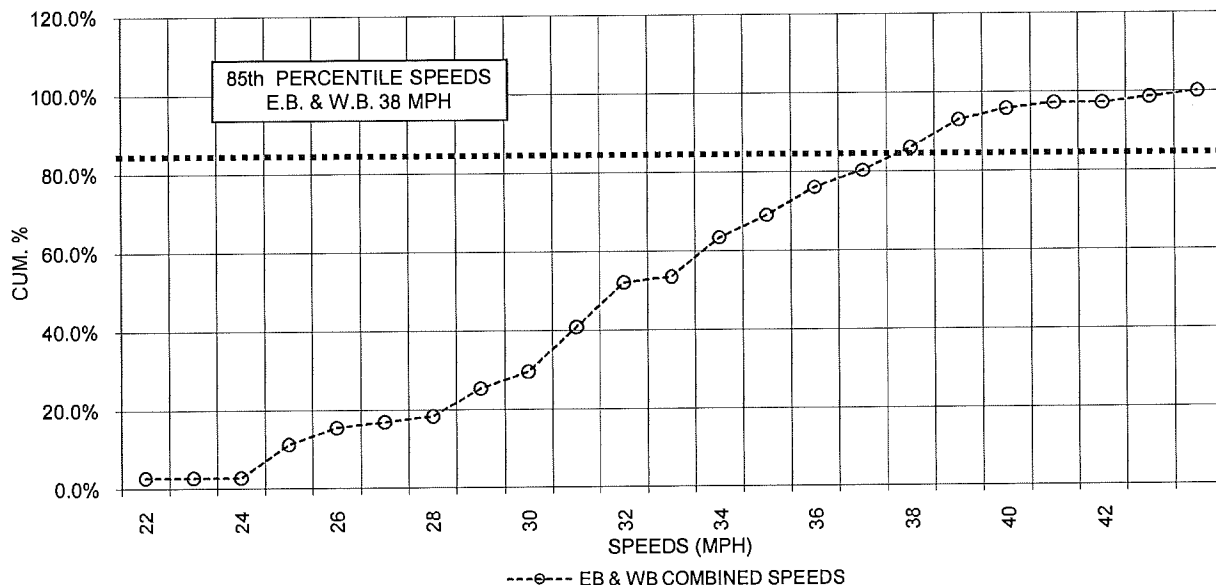
**BALDWIN DRIVE
EAST GOSHEN TOWNSHIP
CHESTER COUNTY**

Survey Conducted 1/11/2011
(northeast section of Baldwin Dr)
Posted speed: 25 MPH

**SPOT SPEED SURVEY
(Eastbound & Westbound Combined Total)**

<u>ALL VEHICLES</u>			
<u>SPEEDS (MPH)</u>	<u>EB & WB</u>	<u>% TOTAL</u>	<u>CUM. %</u>
21	2	3%	2.8%
22	0	0%	2.8%
23	0	0%	2.8%
24	6	8%	11.3%
25	3	4%	15.5%
26	1	1%	16.9%
27	1	1%	18.3%
28	5	7%	25.4%
29	3	4%	29.6%
30	8	11%	40.8%
31	8	11%	52.1%
32	1	1%	53.5%
33	7	10%	63.4%
34	4	6%	69.0%
35	5	7%	76.1%
36	3	4%	80.3%
37	4	6%	85.9%
38	5	7%	93.0%
39	2	3%	95.8%
40	1	1%	97.2%
41	0	0%	97.2%
42	1	1%	98.6%
49	1	1%	100.0%
TOTALS	71	100%	

**CUMULATIVE SPEED DISTRIBUTION
(Eastbound & Westbound Combined Total)**



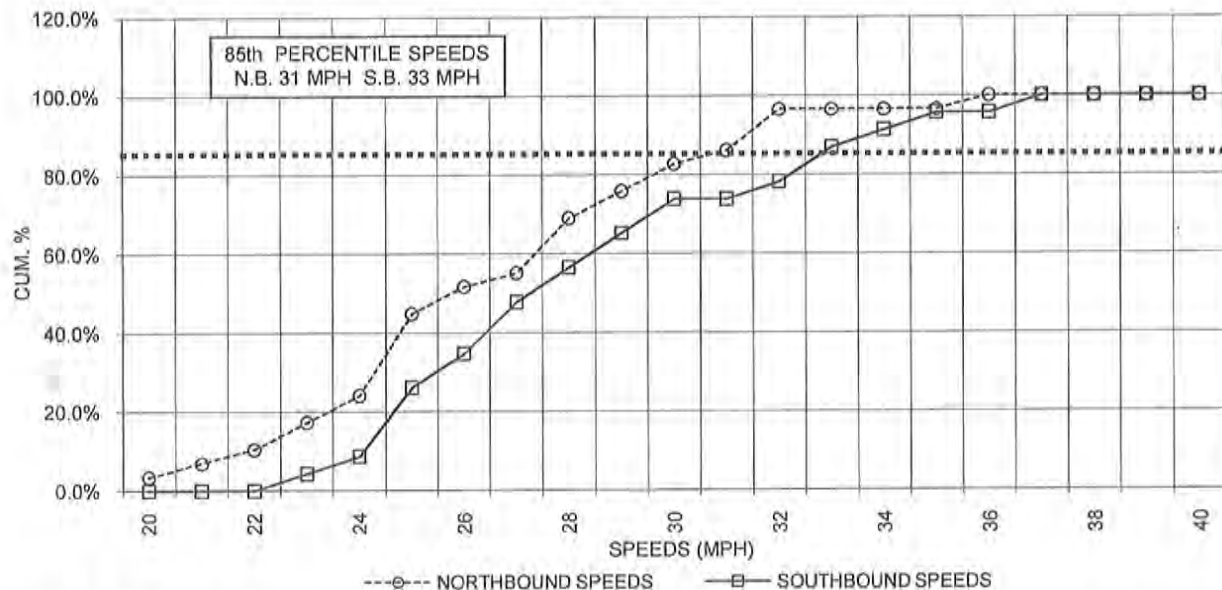
**BALDWIN DRIVE
EAST GOSHEN TOWNSHIP
CHESTER COUNTY**

Survey Conducted 1/11/2011 1/31/2011
(southwest section of Baldwin Dr)

**SPOT SPEED SURVEY
(Northbound & Southbound Directional Speeds)**

<u>SPEEDS (MPH)</u>	<u>NUMBER OF VEHICLES NORTHBOUND</u>	<u>% TOTAL</u>	<u>CUM. %</u>	<u>NUMBER OF VEHICLES SOUTHBOUND</u>	<u>% TOTAL</u>	<u>CUM. %</u>
20	1	3%	3.4%	0	0%	0.0%
21	1	3%	6.9%	0	0%	0.0%
22	1	3%	10.3%	0	0%	0.0%
23	2	7%	17.2%	1	4%	4.3%
24	2	7%	24.1%	1	4%	8.7%
25	6	21%	44.8%	4	17%	26.1%
26	2	7%	51.7%	2	9%	34.8%
27	1	3%	55.2%	3	13%	47.8%
28	4	14%	69.0%	2	9%	56.5%
29	2	7%	75.9%	2	9%	65.2%
30	2	7%	82.8%	2	9%	73.9%
31	1	3%	86.2%	0	0%	73.9%
32	3	10%	96.6%	1	4%	78.3%
33	0	0%	96.6%	2	9%	87.0%
34	0	0%	96.6%	1	4%	91.3%
35	0	0%	96.6%	1	4%	95.7%
36	1	3%	100.0%	0	0%	95.7%
37	0	0%	100.0%	1	4%	100.0%
38	0	0%	100.0%	0	0%	100.0%
39	0	0%	100.0%	0	0%	100.0%
40	0	0%	100.0%	0	0%	100.0%
TOTALS	29	100%		23	100%	

**CUMULATIVE SPEED DISTRIBUTION
(Northbound & Southbound Directional Speeds)**



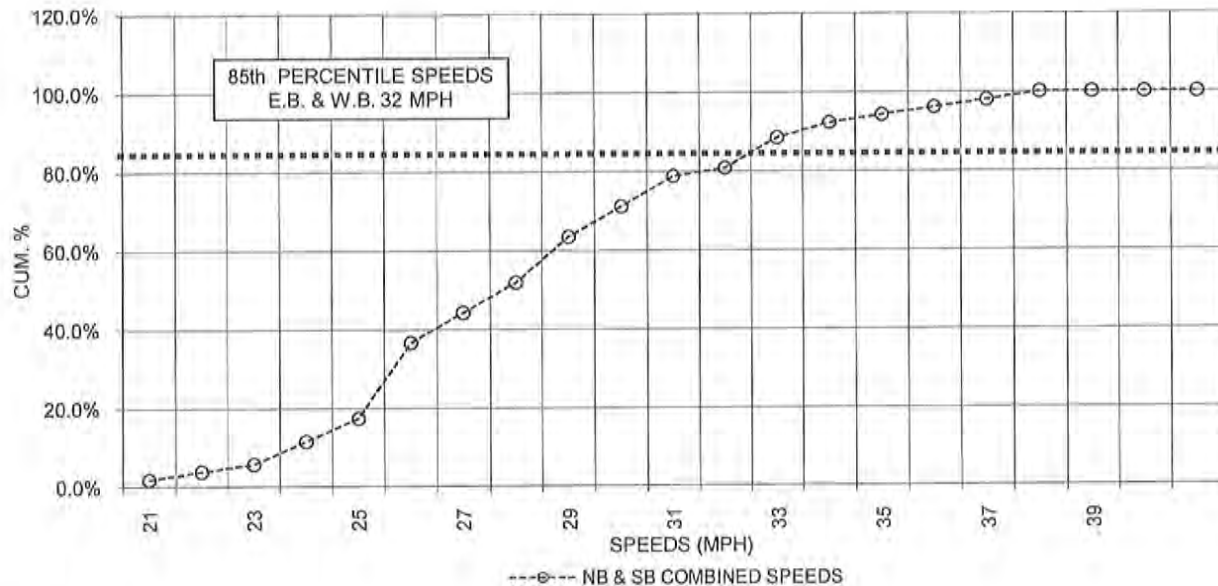
**BALDWIN DRIVE
EAST GOSHEN TOWNSHIP
CHESTER COUNTY**

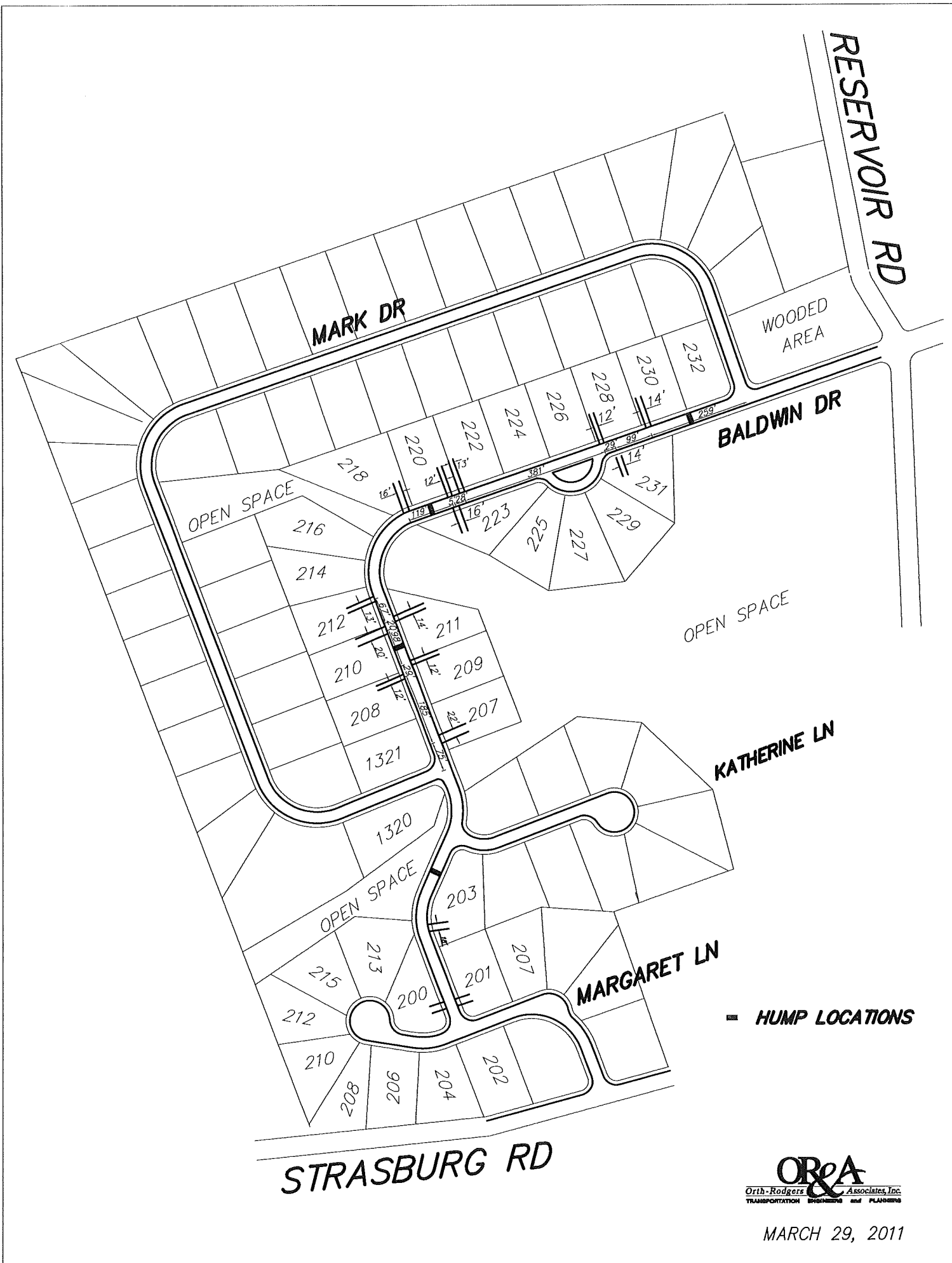
Survey Conducted 1/11/2011 1/31/2011
(southwest section of Baldwin Dr)
Posted speed: 25 MPH

**SPOT SPEED SURVEY
(Northbound & Southbound Combined Total)**

<u>SPEEDS (MPH)</u>	<u>ALL VEHICLES NB & SB</u>	<u>% TOTAL</u>	<u>CUM. %</u>
20	1	2%	1.9%
21	1	2%	3.8%
22	1	2%	5.8%
23	3	6%	11.5%
24	3	6%	17.3%
25	10	19%	36.5%
26	4	8%	44.2%
27	4	8%	51.9%
28	6	12%	63.5%
29	4	8%	71.2%
30	4	8%	78.8%
31	1	2%	80.8%
32	4	8%	88.5%
33	2	4%	92.3%
34	1	2%	94.2%
35	1	2%	96.2%
36	1	2%	98.1%
37	1	2%	100.0%
38	0	0%	100.0%
39	0	0%	100.0%
40	0	0%	100.0%
TOTALS	52	100%	

**CUMULATIVE SPEED DISTRIBUTION
(Northbound & Southbound Combined Total)**





Rick Smith

From: Dean Kaiser [dkaiser@orth-rodgers.com]
Sent: Tuesday, March 29, 2011 11:11 AM
To: rsmith@eastgoshen.org
Subject: Supplee Valley Speed Humps
Attachments: 03-29-11_LTAC_EG_Supplee_Memo.pdf

Rick:

Attached is a full review of Supplee Valley with a map of the hump locations. I added text regarding the March 17th meeting with the community.

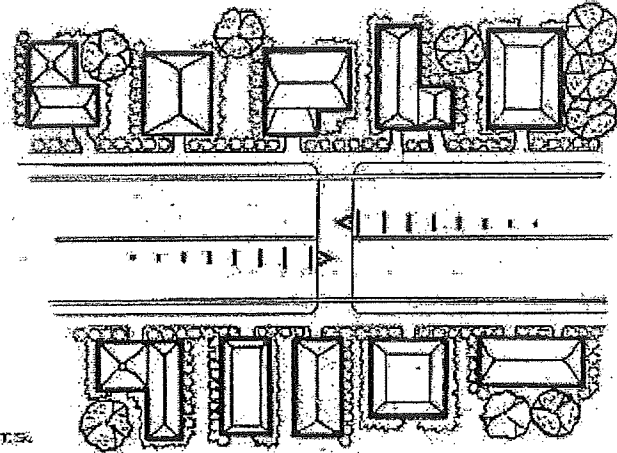
Please review and let me know if you are okay with this for the next Board meeting.

DEAN J. KAISER, PE, PTOE - Director of Traffic Signal Operations
Orth-Rodgers & Associates, Inc. - 301 Lindenwood Drive - Malvern, PA 19355
(p) 610-407-9700 - (f) 610-407-9600 - (c) 215-859-8602

SPEED HUMPS

Description:

A speed hump is a raised surface on the roadway that is typically 3 to 4 inches in height, and 12 to 20 feet in length. Speed humps are by far the most popular traffic calming measure in the United States, likely because they are effective in reducing speeds at minimal cost.



Common Designs:

- ❑ The Watts speed hump (designed by the Transport and Road Research Laboratory in Great Britain) is a parabolic hump 12 feet in length. This model was endorsed by ITE in *Guidelines for the Design and Application of Speed Humps*, June 1997.
- ❑ The Seminole County speed hump is the most popular alternative to the Watts hump. Designed by Seminole County, Florida, this hump is 22 feet in length with 6-foot ramps on either end of a 10-foot flat top. This type of speed hump design is also referred to as a "speed table".

Appropriate Locations:

- ❑ Both humps are appropriate for use on Pennsylvania roads. However, due to their different profiles, they are effectively employed in different settings.
- ❑ The Watts hump is recommended only for local streets with volumes less than 3,500 ADT and posted speeds of 30 mph or less. In addition, it is not recommended for major emergency service routes.
- ❑ The Seminole County hump can be used in a greater variety of situations. This type of hump can be used on collector roads as well as local roads. It is appropriate for streets with volumes up to 6,500 ADT. Many jurisdictions also permit the use of Seminole speed humps on emergency response routes.
- ❑ Primarily used at mid-block locations.
- ❑ Similar designs can be used as raised pedestrian crosswalks.

Typical Uses:

- ❑ Within typical residential travel speeds, humps create a gentle rocking motion encouraging motorists to slow to a safe speed at or below the speed limit.

Speed/Volume Reductions:

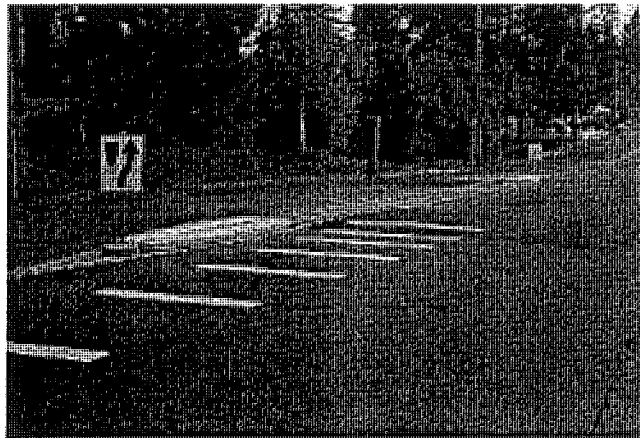
- ❑ The design speed is determined by the dimensions of the speed hump.
- ❑ The Watts hump is designed to slow vehicles to 15 to 20 mph at each hump and 25 to 30 mph in between properly spaced humps (see "Other Considerations"). Numerous studies have demonstrated that Watts humps can reduce speeds by about 8 mph in the vicinity of humps. Volumes are reduced, on the average, by about 18 percent.
- ❑ Because of its gentler profile, the Seminole County hump has a design speed of 25 to 30 mph at the hump, and approximately 35 mph in between humps. It has been shown to reduce speeds by about 6.5 mph, and volumes by 12 percent. Some jurisdictions have found that speed of motorists at the hump and in-between the humps are not significantly different.

Approximate Cost:

- Each speed hump installation costs about \$1,500 to \$3,500, depending on roadway width.

Other Speed Hump Designs:

- The Gwinnett County speed hump, like the Seminole County hump, is 22 feet in length with 6-foot ramps and a 10-foot plateau. However, the ramps of the Gwinnett speed hump are straight, not parabolic. This type of hump can be used in situations similar to the Seminole County hump.
- The 14-foot speed hump was developed by Portland, Oregon after it concluded that the 12-foot hump was too abrupt. Its effect on speeds and volumes is similar to the Watts hump and is also designed for use only on local streets.
- The Split speed hump, also designed by Portland, Oregon, is used for the benefit of emergency vehicles. Two 22-foot speed humps on opposing sides of the roadway are placed at least 50 feet apart. Small concrete medians are placed 10 to 15 feet in advance of each "hump half." Pavement striping and raised markings give the illusion that the median continues through. Emergency vehicles can avoid the speed hump by following a chicane pattern around the humps.

**Split Speed Hump**

Source: City of Portland, Oregon

Signing and Markings:

- A Speed Hump Warning Sign (MUTCD W16-1) has been proposed for adoption in the Manual on Uniform Traffic Control Devices. This sign has also been included in PennDOT's Publication 236M (W8-17). It is recommended that this sign be installed either 100 feet in advance of speed humps, at the hump, or in both locations. Where multiple humps exist on one street, one sign before the first hump encountered, labeled "SPEED HUMPS," may be sufficient. It is also recommended that the "Speed Hump" sign be accompanied by an "Advisory Speed Plaque" (W13-1). The indicated speed depends upon the design of the individual speed hump.
- The pavement marking designs on the following pages have also been proposed for adoption in the Manual on Uniform Traffic Control Devices. It is recommended that one of these sets of markings be used with speed hump designs.



W8-17

W13-1

Memo

To: Board of Supervisors

Date: March 31, 2011

Re: Constant Contact Contest

In the 2011 Winter Newsletter we announced that anyone signing up for Constant Contact between January 1, 2011 and March 31, 2011 would be entered for a chance to win a print of the East Goshen Township Blacksmith Shop. Since January 1st we have had 260 new sign-ups.

You might consider drawing numbers from a "hat" to determine a winner. Numbers have been prepared for this purpose. You also might consider offering East Goshen mugs as secondary prizes since we have a supply of these on hand.

nns

**AES**Advanced Electronic
Security**Price Quotation**

Sales Office: 4 Mourar Drive
Spring City, PA 19475

610-469-0841

To: East Goshen Township
1580 Paoli Pike

West Chester Pa 19380
Attention: Mr. Mark Miller
Page 1 of 1

Date: 3/25/2011

Quotation #: EH325

Reference: Supervisor Meeting Wireless Duress System

AES is submitting a proposal to install a wireless panic system for use within the Supervisor meeting area. AES will install a wireless transceiver that will report to a Central Station. The Central Station will dispatch the Police directly to the 2nd Floor area of the Township building. AES will provide six (6) wireless pendant style necklace units which are just as easily carried or left sitting on the table. The 1st year of central station service has been included. Each subsequent year is \$360/yr. The Township will need to perform bi-weekly tests on the transmitters to insure that the units are functional and have good battery life. The batteries in the transmitters typically last over one (1) year, however, it is important to test them regularly. The Township will need to provide an analog telco line within the vault area for this system to communicate.

<u>Qty</u>	<u>Description</u>		
1	Central Station Account (1 Year Included - \$360/yr thereafter)		
6	Wireless Panic Buttons		
1	Wireless Receiver		
AR	Non-Union Installation Labor		
		Total	\$2,200.00

Taxes: State and Local taxes not included in price quotation.

Payment Terms: 1/3 deposit required with order, balance net 30 days after receipt of services.

Delivery: _____ after receipt of purchase order.

Terms: Subject to terms and conditions on reverse side.

Sales Representative:

Eric Hulshart

Acceptance of Quotation and
Authorization to proceed

Signature: _____

Warranty: 1 Year

Title: _____

Date: _____

Prices valid through: 30 Days from Date of Proposal

P.O.#: _____

NOTE! WE CAN USE THE FAX LINE.

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380
Voice (610) 692-7171
Fax (610) 425-8950
E-mail rsmith@eastgoshen.org

Date: March 31, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Fire Escrow Ordinance

It has been suggested that we adopt a Fire Escrow Ordinance. Attached is a draft ordinance for your review.

If a structure is damaged by fire the insurance carrier must notify the Township to find out if the property owner owes the Township money. If so the carrier would pay the Township what was owed then give the balance to the property owner. If the property is severely damaged (60% or more based on the coverage limits) the insurance company must also forward funds to the Township to ensure that the property is removed or secured.

The basis for this law is that there have been instances in which a property owner insures a building that is subsequently damaged by fire. The property owner collects the insurance money then disappears. The municipality is left with the problem (or costs) of securing a burned out building and then trying to collect the money from the property owner.

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. ____ - 2011

**AN ORDINANCE OF EAST GOSHEN TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA, ADOPTED
PURSUANT TO THE AUTHORITY OF THE FIRE
INSURANCE ESCROW ACT, ACT 93 OF 1994, 40 P.S. §
638.**

BE IT ENACTED AND ORDAINED by the Board of Supervisors of East Goshen Township as follows:

SECTION 1. Pursuant to the authority in the Fire Insurance Escrow Act, Act 93 of 1994, which is codified in 40 P.S. § 638, the Board of Supervisors of East Goshen Township hereby adopts the following Ordinance, titled, "Fire Insurance Claims" which shall be codified as a new Chapter 138 of the East Goshen Township Code:

"Chapter 138

FIRE INSURANCE CLAIMS

§ 138-1. Certificate and Compliance required.

No insurance company, association or exchange doing business in the Commonwealth of Pennsylvania shall pay a claim of a named insured for fire damage to a structure located within East Goshen Township under the terms of Section 508(a) of the Insurance Company Law of 1921, as amended, 40 P.S. § 638(a), unless the insurance company, association or exchange is furnished with a certificate pursuant to § 138-2 of this chapter and unless there is compliance with the procedures set forth in § 138-3 and §138-4 of this chapter.

§ 138-2. Fire loss certificate.

A. The Township Manager or his/her designee shall, upon the written request of the named insured specifying the tax description of the property, name and address of the insurance company, association or exchange and the date agreed upon by the insurance company, association or exchange and the named insured as the date of the receipt of a loss report of the claim, and the payment of a certification fee in the amount as set from time to time by resolution of the Board of Supervisors to cover the administrative expense of processing the request and copying, furnish the insurance company, association or exchange either of the following within 14 working days of the request:

(1) A certificate or, at the discretion of the Township, a verbal notification which shall be confirmed in writing by the insured to the effect that, as of the date specified in the request, there are no delinquent taxes, assessments, penalties or user charges against the property (sewer and refuse charges) and that, as of the date of the Manager's certificate or verbal notification, the Township has not certified any amount as total costs incurred by the Township for the removal, repair or securing of a building or other structure on the property; or

(2) A certificate and bill showing the amount of delinquent taxes, assessments, penalties or user charges (sewer and refuse charges) against the property as of the date specified in the request that have not been paid as of the date of the certificate and also showing as of the date of the Manager's certificate, the amount of the total costs, if any, certified to the Manager or his/her designee that have been incurred by the Township for the removal, repair or securing of a building or other structure on the property. For the purposes of this subsection, the Township Manager shall certify the total amount, if any, of such costs. For the purposes of this chapter, a tax, assessment, penalty or user charge becomes delinquent at the time and on the date a lien could otherwise have been filed against the property by the Township under applicable law or ordinance.

B. Upon receipt of a certificate pursuant to Subsection A(1) of this section, the insurance company, association or exchange shall pay the claim of the named insured in accordance with the policy terms, unless the loss agreed to between the named insured and the company, association or exchange equals or exceeds 60% of the aggregate limits of liability on all fire policies covering the building or other structure. In the case of such a loss, the insurance company, association or exchange, the insured property owner and the Township shall follow the procedures set forth in § 138-3 and §138-4 of this chapter.

C. Upon the receipt of a certificate and bill pursuant to Subsection A(2) of this section, the insurance company, association or exchange shall return the bill to the Manager or his/her designee and transfer to the Manager or his/her designee an amount from the insurance proceeds necessary to pay the taxes, assessments, penalties, charges and costs shown on the bill. In the case of a loss subject to § 138-3 and § 138-4 of this chapter, the insurance company, association or exchange shall transfer to the Manager or his/her designee the amount from the insurance proceeds shown on the bill separately from the amounts transferred under 138-3 of this chapter. The Township shall receive the amount and apply or credit it to the payment of the items shown in the bill.

§138-3. Establishment of municipal fire insurance escrow.

When the loss agreed to between the named insured and the company, association or exchange equals or exceeds 60% of the aggregate limits of liability on all fire policies covering the building or other structure, the insurance company, association or exchange shall transfer from the insurance proceeds to the Township Manager or his/her designee the amounts required by and in accordance with the procedures set forth in 40 P.S. § 638(c). Policy proceeds remaining after the transfer to the Township shall be disbursed in accordance with the policy terms. The named insured may submit

a contractor's signed estimate of the costs of removing, repairing or securing the building or other structure after the transfer, and the Township Manager or his/her designee shall return the amount of the fund in excess of the estimate to the named insured if the Township has not commenced to remove, repair or secure the building or other structure. The Township Manager or his/her designee shall carry out the duties of this section.

§ 138-4. Disposition of escrow proceeds.

Upon receipt of the proceeds by the Township as authorized by § 138-3, the Township Manager or his/her designee shall place the proceeds in a separate fund to be used solely as security against the total cost of removing, repairing or securing incurred by the Township. When transferring the funds as required in § 138-3, an insurance company, association or exchange shall provide the Township with the name and address of the named insured, whereupon the Township shall contact the named insured, certify that the proceeds have been received by the municipality and notify the named insured that the procedures under this section shall be followed. The fund shall be returned to the named insured when repairs, removal or securing of the building or other structure have been completed and the required proof received by the Township Manager or his/her designee if the Township has not incurred any costs for repairs, removal or securing. If the Township has incurred costs for repairs, removal or securing of the building or other structure, the costs shall be paid from the fund, and if excess funds remain, the Township shall transfer the remaining funds to the named insured. Nothing in this chapter shall be construed to limit the ability of the Township to recover any deficiency. Further, nothing in this section shall be construed to prohibit the Township and the named insured from entering into an agreement that permits the transfer of funds to the named insured if some other reasonable disposition of the damaged property has been negotiated.

§ 138-5. Costs.

The total costs incurred by the Township for the removal, repair or securing of a building or other structure under this chapter shall include, but not be limited to, all administrative, personnel and overhead costs incurred by the Township in accordance with generally accepted accounting procedures.

§ 138-6. Filing of copies.

Upon the enactment of this Ordinance, the Township Secretary shall file an exact copy of the Ordinance with the Department of Community and Economic Development, together with the name, position and phone number of the municipal official responsible for compliance with Section 508 of the Insurance Company Law of 1921, as amended.

SECTION 2. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared as the intent of the Board of Supervisors that this Ordinance would have been adopted had such

unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION 3. Repealer. All ordinances or parts of ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 4. Effective Date. This Ordinance shall become effective in five days from the date of adoption.

ENACTED AND ORDAINED this _____ day of _____, 2011.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Louis F. Smith, Secretary

Senya D. Isayeff, Chairman

Donald R. McConathy, Vice-Chairman

E. Martin Shane, Member

Carmen Battavio, Member

Thom Clapper Ph.D, Member

Memo

East Goshen Township

Date: March 21, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Geese Roundup Cost

The question was raised about whether or not the Township Public Works Department could conduct the round-up. I contacted the PA Game Commission and Township employees can be licensed as Nuisance Wildlife Control Officers, so we could conduct the round-up in house.

In 2010 the Township contracted with the US Fish and Wildlife Service to remove 300 geese at a cost of \$6,111. They only took 130 geese so the price was reduced to \$3,911. Fish and Wildlife arrived with four people, cages, portable fences, night vision goggles and laser pointers. We had four Public Works employees assist with the round up which lasted 5 hours.

Our total cost for 2010 was \$4,911.

If the Township conducted the operation in house we would need to have the Public Works Employees licensed. We would also have to build cages and portable fences, purchase night vision goggles and lasers.

We then need to process the geese. There is a licensed USDA processing facility in Mifflinburg PA. The processing fee for broilers averages \$1.75/bird and turkeys averages \$6.00/bird. Mifflinburg is 150 miles or 3 hours away. It would take an employee 6 hours to take the geese to the processing facility and return and another 6 hours to go back and pick them up. We would need to rent a refrigerated truck, to transport the processed geese, which could then be donated to a non profit organization.

Our estimated total cost would be \$4,946.52.

Recommendation: Since cost for the Township conducted roundup is greater than using US Fish and Wildlife Services I would suggest that we continue to use US Fish and Wildlife for the geese roundup.

Geese Roundup Costs			
March 21, 2011			
2010 Roundup Costs			
Geese Taken	130		
Fish & Wildlife			\$3,911.00
Township Labor			
	Employees	4	
	OT rate	\$50.00	
	Time	5	
	Total		\$1,000.00
Total Cost			\$4,911.00
Cost per goose			\$37.78
Township Roundup	(Assumes 130 geese are taken)		
Licensing		\$25.00	\$200.00
Equipment			\$720.00
Township Labor			
	Employees	8	
	OT rate	\$50.00	
	Time	5	
	Total		\$2,000.00
Transportation			
	Employees	1	
	OT rate	\$40.00	
	Time	12	
	Total		\$480.00
Township Truck	6 hours	\$44.42	\$266.52
Refridgerated Truck			\$500.00
Processing	Per goose	\$6.00	\$780.00
Total Cost			\$4,946.52
Cost per goose			\$38.05
Cost difference assuming 130 geese			\$35.52
Equipment			
Cages		\$2,000.00	
Night Vision Goggles	3 pair	\$1,500.00	
Laser Pointers		\$100.00	
		\$3,600.00	
Assume 5 year life		\$720.00	

Memo

To: East Goshen Township Chairmen and Employees
From: Tia Piccolo
Date: April 1, 2011
Re: 2011 Summer Newsletter and remaining 2011 Deadlines

Thank you for your input on the East Goshen Township Spring Newsletter. It is now available on our website at www.eastgoshen.org, and if you have not received it in your homes already it is scheduled to be delivered on or before April 1, 2011.

The Summer edition is scheduled to be in homes by July 1, 2011.

If you have any articles, comments, suggestions, etc. you would like me to include in the next edition, please have them to me no later than Wednesday May 4, 2011.

Please limit your submission to one page or less so we have room to include all information. We cannot accept submissions longer than one page. To ensure all submissions are uniform, please submit your word document to me via e-mail with the normal 1" margins on top bottom and sides. Use the Font Calibri 11 pt.

My e-mail address is: tpiccolo@eastgoshen.org

The TENTATIVE remaining newsletter deadlines for 2011 are as follows:

May 4th – Summer edition
August 3rd – Fall edition
November 2nd – Winter edition

Thank you,

Tia Piccolo

EAST GOSHEN TOWNSHIP ACTION LIST

5-Apr-11

New additions are in **bold**

#	Item	Action Due Date
ADM 07-02	Pension Plan Conversion Committee	5-Apr-11
ADM 09-04	Quarterly Review of Right to Know Requests	5-Apr-11
ADM 11-11	Indemnification Letter	5-Apr-11
ADM 11-13	Municipal Authority Projects	5-Apr-11
ADM 11-15	Cell Tower	5-Apr-11
ADM 11-18	Fire Marshall Vehicle	5-Apr-11
ADM 11-9	Tax Collector	5-Apr-11
ADMI 10-22	TAG Action List	5-Apr-11
DPW 07-02	Hershey's Mill Dam	5-Apr-11
DPW 10-5	Street Signs	5-Apr-11
PCZ 09-01	Telecom Registration and Reporting	5-Apr-11
PCZ 11-19	Park & Rec Ordinance	12-Apr-11
PCZ 11-6	Sign Ordinance	12-Apr-11
DPW 08-02	Quarterly Report on I&I	26-Apr-11
FIN 09-01	Quarterly Summary of Pending Legal Cases	26-Apr-11
FIN 10-05	Quarterly Financial Reports - 2010	26-Apr-11
ADM 07-01	Review Wireless Ordinance	28-Apr-11
ADM 11-12	Goshen Fire Company Expenses	3-May-11
ADM 11-15	Facbook Twitter	3-May-11
PCZ 11-2	Tree Ordinance	3-May-11
PCZ 11-21	Fire Escrow Ordinance	3-May-11
PCZ 11-4	Impact of Chapter 102 Requirements	3-May-11
PCZ 06-01	Parking for Multi-Use Space in I/BP District	9-May-11
ADM 11-16	Post Retirement Medical Benefits	1-Jun-11
PCZ 11-7	Archery	1-Jun-11

#	Item	Action Due Date
ADM 11-10	Municipal Authority	1-Sep-11
DPW 08-04	Invasive Species	1-Sep-11
DPW 11-1	Reccomendation from CB on NLT Plan	1-Sep-11
	Last # PCZ 11-21	

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Pension Plan Conversion

No:

ADM 07-02

List Date:

1/2/2007

Completed Date:

Description:

Is it economically feasible to convert the current defined benefit plan to a defined contribution plan? Phase 2 - establish pension committee

Date	Action
	Investigation options. Tom Anderson to do actuarial study and draft papers for new plan.
4/6/2010	Per Anderson we should have report by 4/9.
4/20/2010	Memo from Rick regarding cost to switch and recommended Township contribution
5/4/2010	Can Township mandate move to Defined Contribution? Solicitor reviewing.
5/25/2010	Solicitor suggests current plan be "frozen" and new plan begun. Still reviewing legal aspects and will send memo within week.
6/8/2010	Recommendation on freezing old plan.
6/15/2010	Update distributed 6/18/10
7/13/2010	Find out price to set up new plan and to freeze old plan. What will be budget requirement at current 8% assumed rate and 6%?
8/10/2010	BoS approved Time line
9/14/2010	Board to review executive summary of new plan.
10/15/2010	MG: No Update from Atty. Update for Board on Nov 3.
11/3/2010	First Draft is attached tabled to 11/9
11/9/2010	Review First Draft
12/14/2010	Adopt resolution implementing new plan
2/1/2011	Recommendation attached
3/8/2011	Interview committee members
3/22/2011	Interview committee members
4/5/2011	Recommendation attached


Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 425-8950

E-mail rsmith@eastgoshen.org

Date: March 24, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Defined Benefit Pension Plan



The defined benefit pension plan has a provision whereas the Board of Supervisors may appoint a pension committee (consisting of no fewer than three individuals). One of the duties of the Committee would be to establish and implement a funding policy, i.e. manage the investments.

I have previously recommended that the Board create a three member committee consisting of Mark Miller, Deb Beury and a Supervisor. At the Board's request I advertised and we received resumes from two residents interested in serving on a Pension Committee.

Accordingly, I would recommend that the Board create a Pension Committee consisting of the aforementioned Township employees, the two residents and one Board member.

**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:

Quarterly Review of Right to Know Requests

No:

ADM 09-04

List Date:

2/10/2009

Completed Date:

Description:

Date	Action
4/6/2010	Distribute copies of report. Report to be modified to include time to complete request and date of pick-up
7/13/2010	Distribute copies of report.
10/5/2010	Distribute copies of report.
1/3/2011	Distribute copies of report.
4/5/2011	Report attached

Right-To-Know Requests
March 31, 2011

- 2/4/2011 - Barry Wiggins, Treasurer, Fairway Village HOA. 936 Saint Andrews Dr., Malvern, PA
Copy of Ordinance 129-M-03
- 2/7/2011 – Mia Pappolla – 555 Lancaster Ave, Berwyn, PA
Monthly summary of residential building permits for all new construction houses, renovations or additions issued in January 2011.
- 2/24/2011 – Michael A. Sirianni – 145 S. Whitford Rd. Exton, PA
Permits for last 30 days for roofing, siding, renovations, new construction and additions.
- 3/1/2011 – Al Pereira, Next Level Construction, 1011 New Hope St. #38C, Norristown, PA
Issued and pending building permits for new construction and additions from 1/15/2011 to 3/1/2011.
- 3/3/2011 – John Fitzgerald, 1324 West Chester Pike Unit 108, West Chester, PA
Land development, condominium documents, building plans, property permits and inspection and easement records.
- 3/14/2011 - Jessica Kearns (Asset Management Consultants), 12841 Fitzwater Dr., Nokesville, VA
Information on cash/cash-convertible bonds, deposits and escrows collected for construction assurance purposes for residential & commercial projects, outstanding muni-issued checks over 180 days old that have not been escheated to the state.
- 3/14/2011 - Joanne McDevitt (Edgemont Stone & Supply), 5058 West Chester Pike, P.O. Box. Edgemont, PA
Approved building permits issued December 2010 to present. Include full address, contractor, and type of work.
- 3/14/2011 – Belva Wilson, 39 Ruth Circle, Malvern, PA
View property file.
- 3/15/2011- Hershey's Mill Golf Club (Ed McFalls), 1389 E. Boot Rd., West Chester, PA
Newsletter mailing list.
- 3/24/2011 – Hank Close (Edgemont Stone & Supply), 5058 West Chester Pike, Edgemont, PA
Building permits 2/2011 – 3/2011
- 3/25/2011 – Stephanie Neher, Municipal Consulting Group, 1239 Revere Dr., Chalfont, PA
Names of contractors who secured permits for in ground pools year to date.

**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:

Indemnification Letter

No:

ADM 11-11

List Date:

2/17/2011

Completed Date:

Description:

Obtain indemnification letters for trash removal

Date	Action
4/5/2011	We have obtained the letter from Dutts Mill. The Reserve at Spring Meadows HOA has their solicitor reviewing the letter.

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Municipal Authority Projects

No:

ADM 11-13

List Date:

2/17/2011

Completed Date:

Description:

Identify Municipal Authority projects, develop schedule and determine funding mechanism.

Date	Action
4/5/2011	Memo attached

Memo

East Goshen Township

Date: March 23, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Municipal Authority Projects

Projects

Lockwood Chase Sewer Treatment Plant Elimination Project – This project will result in the elimination of the Lockwood STP and diverting the sewage to Ridley Creek STP. The Act 537 Planning was submitted to DEP in June 2010. DEP requested additional information which was submitted in February 2011. The estimated cost (design, construction and inspection) of the project is \$497,000. We need to obtain easements and a Water Quality Management Permit (WQM Permit) from DEP. The current schedule indicates that we will start construction in March 2012 with completion in August 2012. We do not have funding for this project.

Hershey Mill and Reserve Pump Station Diversion Project – This project will involve the redirection of the Hershey Mill Pump Station force main from the West Goshen STP to the Ridley Creek STP. In addition, the Reserve Pump station will be diverted to the Ridley Creek STP. Act 537 Planning was submitted to DEP in June 2010. DEP requested additional information which was submitted in February 2011. The estimated cost of the project is \$148,000 for the Reserve Pump Station diversion and \$82,000 for the Hershey Mill Pump Station redirection. We need to obtain easements for both projects and a WQM Permit from DEP. The current schedule indicates that we will start construction in April 2012 with completion in August 2012. We do not have funding for this project.

Marydell Pump Station Diversion - Under this project the pump station will be eliminated and the sewage will be conveyed to the Ridley Creek STP via a new gravity line that will be installed adjacent to Paoli Pike. Pennoni is currently preparing the Act 537 Planning Module. Since we are planning to divert flows from West Goshen, we will need to obtain their approval. We do not believe that any easements are required; however, we will need a WQM Permit. The estimated cost of the project is \$206,000. Construction is scheduled to start in August 2012 with completion in October 2012. We do not have funding for this project.

Reservoir Road Pump Station – This project would involve the construction of a pump station in the vicinity of Reservoir Road and Strasburg Road that would draw off 300,000 GPD of sewage from the Chester Creek Interceptor and divert that flow from West Goshen to the Ridley Creek STP. While we have had some initial discussions with DEP we have not begun Act 537 Planning as of this date. The cost of the project is \$1,839,000. We do not have any funding for this project.

Schedule

The original game plan was to complete the Lockwood Chase, Hershey Mill/Reserve and Marydell projects then proceed with the Reservoir Road project. The logic being that the Hershey Mill/Reserve and Marydell projects would reduce our flow to West Goshen by about 70,000 GPD. This coupled with the Townships efforts to reduce I&I should give us some

breathing room at West Goshen STP. While I believe that this logic is still valid I would suggest that we proceed with Act 537 Planning for the Reservoir Road project this summer. This planning would provide us with an updated cost estimate, which would be useful.

Funding

We do not have engineering or construction funding for the Lockwood Chase, Hershey Mill/Reserve and Marydell projects and we do not have planning, engineering or construction funding for the Reservoir Road project.

The cost to complete the Lockwood Chase, Hershey Mill/Reserve and Marydell projects is approximately \$934,000. The preliminary cost estimate for the Reservoir Road project is \$1,839,000. There is just over \$1,700,000 million in the sewer capital reserve fund. An argument could be made that some of that money was accumulated to fund the replacement of various components at Lockwood Chase, Hershey Mill/Reserve and Marydell, and that therefore some of that money could be used to partially fund these projects. However, since the Reservoir Road project is a “new” facility and we have not contributed funds for “new” facilities in the past we should not use these funds for the Reservoir Road project.

I would suggest that Board and/or Municipal Authority adopt a resolution stating there/its intention to utilize funds from the Sewer Capital Reserve Fund to fund the project costs associated with the Lockwood Chase, Hershey Mill/Reserve, Marydell and Reservoir Road projects and that they/it intend to recoup these costs with a future borrowing.

This would allow us to proceed with the design and construction for the Lockwood Chase, Hershey Mill/Reserve and Marydell projects and the Act 537 Planning for the Reservoir Road project, the cost for which is estimated to be just under \$1,000,000. Once the aforementioned has been completed, we could then decide if we want to proceed with the Reservoir Road project and how much we need to borrow.

Recommendation

1. The Board and/or Municipal Authority should adopt a resolution stating there/its intention to utilize funds from the Sewer Capital Reserve Fund to fund the project costs associated with the Lockwood Chase, Hershey Mill/Reserve, Marydell and Reservoir Road projects and that they intend to recoup these expense via a future borrowing.
2. Proceed with the Lockwood Chase, Hershey Mill/Reserve and Marydell projects.
3. Proceed with the Act 537 Planning for the Reservoir Road project.

East Goshen Municipal Authority Projects									
March 23, 2011									
Schedule									
	Act 537 Plan		Design		WQM PERMIT		Bidding	Construction	
	Submit to DEP	DEP Approval	Start	Complete	Submit to DEP	DEP Approval		Start	Complete
Lockwood STP Elimination	Feb-11	Jun-11	Jul-11	Aug-11	Aug-11	Dec-11	Feb-12	Mar-12	Aug-12
Hershey Mill/Reserve Pump Station Elimination	Feb-11	Jun-11	Jul-11	Sep-11	Sep-11	Jan-12	Mar-12	Apr-12	Aug-12
Marydell Pump Station Elimination	Aug-11	Dec-11	Dec-11	Jan-12	Jan-12	May-12	Jun-12	Aug-12	Oct-12
Reservoir Road Pump Station	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
Costs									
	Date of Estimate	Funded Act 537	Act 537	Engineering (Note 1)	Construction	Contingency	Total		
Lockwood STP Elimination	6/10/2010	\$23,700		\$71,005	\$355,026	\$71,005	\$497,036		
Hershey Mill Pump Station Diversion	6/10/2010			\$18,298	\$45,745	\$18,298	\$82,341		
Reserve Pump Station Elimination	6/10/2010	\$28,500		\$37,121	\$92,803	\$18,560	\$148,484		
Marydell Pump Station Elimination	9/16/2008	\$20,432		\$29,402	\$147,010	\$29,402	\$205,814		
Subtotal							\$933,675		
Reservoir Road Pump Station	3/30/2007						\$1,360,000		
	3/23/2011		\$30,000	\$449,200	\$1,123,000 (Note 2)	\$237,000	\$479,200		
Subtotal							\$1,839,200		
Total							\$2,772,875		
Note 1 - Includes Legal, Admin, Engineering & Inspection. Does not include ROW									
Note 2 - Used 40% of Construction cost									

Preliminary Engineering Opinion of Probable Project Costs
Alternative 4: Abandon LCSTP with Treatment at Existing Facility (Surface Water Discharge)

Client: East Goshen Muniucipal Authority
 Job No.: EGMA0703
 Project: Lochwood Chase STP Study
 Location: East Goshen, Chester County, PA

Estimator: Evan R. Andrews
 Date: 6/10/2010
 Check: _____
 Date: _____

Item No.	Item Description	Unit	Quantity	Unit Cost	Item Cost
1	8" PVC Sewer (8-10' deep) @ Dolphin Drive	LF	250	\$ 65.00	\$ 16,250.00
2	Road Restoration - 5' wide @ Dolphin Drive	LF	250	\$ 15.00	\$ 3,750.00
3	Manholes 8 - 10' deep @ Dolphin Drive	EA	2	\$ 3,000.00	\$ 6,000.00
4	8" PVC Sewer (8-10' deep) @ #922 Dolphin Dr	LF	210	\$ 65.00	\$ 13,650.00
5	20' Easement (\$25,000/ac) @ #922 Dolphin Dr	LF	210	\$ 12.00	\$ 2,520.00
6	Grass Restoration - 20' wide @ #922 Dolphin Dr	LF	210	\$ 1.50	\$ 315.00
7	Manholes 8 - 10' deep @ #922 Dolphin Drive	EA	1	\$ 3,000.00	\$ 3,000.00
8	8" PVC Sewer (8-10' deep) @ Open Space	LF	625	\$ 65.00	\$ 40,625.00
9	8" PVC Sewer (>15' deep) @ Open Space	LF	40	\$ 110.00	\$ 4,400.00
10	Clearing - 20' wide @ Open Space	LF	665	\$ 20.00	\$ 13,300.00
11	Grass Restoration - 20' wide @ Open Space	LF	665	\$ 1.50	\$ 997.50
12	Manholes 8 - 10' deep @ Open Space	EA	2	\$ 3,000.00	\$ 6,000.00
13	Road Restoration - 5' wide @ T'wood Dr	LF	25	\$ 15.00	\$ 375.00
14	Connection to Existing Sewer	EA	2	\$ 2,500.00	\$ 5,000.00
15	Subtotal 1				\$ 116,182.50
16	Abandon Lochwood Chase STP	LS	1	\$ 198,000.00	\$ 198,000.00
17	Subtotal 2				\$ 314,182.50
18	Bonds and Insurance	%	2	\$ 3,141.83	\$ 6,283.65
19	Traffic Control	%	2	\$ 3,141.83	\$ 6,283.65
20	Erosion and Sedimentation Control	%	2.5	\$ 3,141.83	\$ 7,854.56
21	Site restoration	%	1	\$ 3,141.83	\$ 3,141.83
22	Construction layout	%	1	\$ 3,141.83	\$ 3,141.83
23	As-builts	%	1.5	\$ 3,141.83	\$ 4,712.74
24	Testing	%	2	\$ 3,141.83	\$ 6,283.65
25	Mobilization/ Demobilization				\$ 355,026.23
26	Subtotal 3				
27	Legal, Admin., Engineering, Construction Review	%	20	\$ 3,550.26	\$ 71,005.25
28	Contingency	%	20	\$ 3,550.26	\$ 71,005.25
29	Total				\$ 497,036.72
				SAY	\$ 497,000.00

East Goshen Municipal Authority
Pump Station Special Study

Preliminary Engineering Estimate of Probable Construction Costs

Client: East Goshen Muniucipal Authority
Job No.: EGMA0704
Project: Diversion of Hershey Mill Pump Station
Location: East Goshen, Chester County, PA

Estimator: Evan R. Andrews
Date: 6/10/2010
Check: _____
Date: _____

Item No.	Item Description	Unit	Quantity	Unit Cost	Item Cost
1	6" PVC Force Main	LF	650	\$ 65.00	\$ 42,250.00
2	Air Release Valves	EA	0	\$ 7,500.00	\$ -
3	Connection to Existing Sewer	EA	1	\$ 2,500.00	\$ 2,500.00
4	Dewater, cut and Redirect Existing Force Main	EA	1	\$ 5,000.00	\$ 5,000.00
5	HDD Under Ridley Creek	EA	1	\$ 10,000.00	\$ 10,000.00
6	Cross Existing Gas Pipeline	EA	1	\$ 5,000.00	\$ 5,000.00
8	Wood Clearing (20' wide) @ #1021 Mill Stream	LF	450	\$ 20.00	\$ 9,000.00
7	Road Restoration - Pavement @ 5' wide	LF	200	\$ 15.00	\$ 3,000.00
8	Grass Restoration - 20' wide	LF	450	\$ 1.50	\$ 675.00
9	Sewer Easements at 20' wide (\$25,000/acre)	LF	0	\$ 12.00	\$ -
10	Subtotal 1				\$ 32,675.00
11	Bonds and Insurance	%	2	\$ 326.75	\$ 653.50
12	Traffic Control	%	0	\$ 326.75	\$ -
13	Erosion and Sedimentation Control	%	5	\$ 326.75	\$ 1,633.75
14	Site restoration	%	5	\$ 326.75	\$ 1,633.75
15	Construction layout	%	5	\$ 326.75	\$ 1,633.75
16	As-builts	%	5	\$ 326.75	\$ 1,633.75
17	Testing	%	8	\$ 326.75	\$ 2,614.00
18	Mobilization/ Demobilization	%	10	\$ 326.75	\$ 3,267.50
19	Subtotal 2				\$ 45,745.00
20	Legal, Admin., Engineering, Construction Review	%	40	\$ 457.45	\$ 18,298.00
21	Contingency	%	40	\$ 457.45	\$ 18,298.00
22	Total				\$ 82,341.00
				SAY	\$ 82,000.00

East Goshen Municipal Authority
Pump Station Special Study

Preliminary Engineering Estimate of Probable Construction Costs

Client: East Goshen Muniucipal Authority
Job No.: EGMA0704
Project: Gravity Diversion of Reserve Pump Station
Location: East Goshen, Chester County, PA

Estimator: Evan R. Andrews
Date: 6/10/2010
Check: _____
Date: _____

Item No.	Item Description	Unit	Quantity	Unit Cost	Item Cost
1	8" PVC Sewer (8-10' deep)	LF	705	\$ 65.00	\$ 45,825.00
2	Stream Crossing	EA	1	\$ 10,000.00	\$ 10,000.00
3	Road Restoration - Pavement @ 5' wide	LF	0	\$ 15.00	\$ -
4	Grass Restoration - 20' wide	LF	705	\$ 1.50	\$ 1,057.50
5	Manholes 8 - 10' deep	EA	3	\$ 2,000.00	\$ 6,000.00
6	Connection to Existing Sewer	EA	1	\$ 2,500.00	\$ 2,500.00
7	Abandon Reserve Pump Station	LS	1	\$ 10,000.00	\$ 10,000.00
8	Sewer Easements at 20' wide (\$25,000/acre)	LF	385	\$ 12.00	\$ 4,620.00
9	Subtotal 1				\$ 80,002.50
10	Bonds and Insurance	%	2	\$ 800.03	\$ 1,600.05
11	Traffic Control	%	2	\$ 800.03	\$ 1,600.05
12	Erosion and Sedimentation Control	%	2.5	\$ 800.03	\$ 2,000.06
13	Site restoration	%	1	\$ 800.03	\$ 800.03
14	Construction layout	%	1	\$ 800.03	\$ 800.03
15	As-builts	%	1	\$ 800.03	\$ 800.03
16	Testing	%	1.5	\$ 800.03	\$ 1,200.04
17	Mobilization/ Demobilization	%	5	\$ 800.03	\$ 4,000.13
18	Subtotal 2				\$ 92,802.90
19	Legal, Admin., Engineering, Construction Review	%	40	\$ 928.03	\$ 37,121.16
20	Contingency	%	20	\$ 928.03	\$ 18,560.58
21	Total				\$ 148,484.64
				SAY	\$ 148,000.00

EGMA0806 Cost Opinion
PS Elimination (Saratoga Dr.)

Client: East Goshen Municipal Authority
Job No.: EGMA0806
Project: Marydell PS Evaluation
Location: East Goshen Township, PA

Estimator: E. Andrews
Date: 9/16/2008
Check: _____
Date: _____

Preliminary Engineering Estimate of Probable Project Costs

Description: Abandon Pump Station and Install Gravity Sewer along Paoli Pike

Item No.	Item Description	Unit	Quantity	Unit Cost	Item Cost
1	8" PVC Sewer (8-10' deep)	LF	625	\$ 65.00	\$ 40,625.00
2	8" PVC Sewer (10-15' deep)	LF	300	\$ 80.00	\$ 24,000.00
3	8" DIP Sewer (15 - 20' deep)	LF		\$ 150.00	\$ -
4	Main Road Crossing	EA	2	\$ 5,900.00	\$ 11,800.00
5	Small Pump Station	EA		\$ 88,000.00	\$ -
6	Medium Pump Station	EA		\$ 234,500.00	\$ -
7	Large Pump Station	EA		\$ 468,900.00	\$ -
8	Pump Station Easements	EA		\$ 23,500.00	\$ -
9	Road Restoration - Pavement @ 5' wide	LF	270	\$ 35.00	\$ 9,450.00
10	Grass Restoration - 20' wide	LF	655	\$ 8.00	\$ 5,240.00
11	Grinder Pumps	EA		\$ 4,200.00	\$ -
12	Manholes 8 - 10' deep	EA	2	\$ 3,000.00	\$ 6,000.00
13	Manholes 10 - 15' deep	EA	2	\$ 4,000.00	\$ 8,000.00
14	Manholes 15 - 20' deep	EA		\$ 6,000.00	\$ -
15	Laterals w/ Cleanout	EA		\$ 3,600.00	\$ -
16	Stream Crossing	EA		\$ 23,500.00	\$ -
17	Sewer Easements at 20' wide	LF		\$ 15.00	\$ -
18	4" PVC Force Main	LF		\$ 30.00	\$ -
19	6" PVC Force Main	LF		\$ 36.00	\$ -
20	Air Release Valves	EA		\$ 8,800.00	\$ -
21	Rock Deeper than 10' at 10 - 15' pipe	LF		\$ 38.00	\$ -
22	Rock Deeper than 10' at 15 -20' pipe	LF		\$ 74.00	\$ -
B	Abandon Pump Station	LS	1	\$ 20,000.00	\$ 20,000.00
					\$ 125,115.00
23	Subtotal 1				
		%	2	\$ 1,251.15	\$ 2,502.30
24	Bonds and Insurance	%	4	\$ 1,251.15	\$ 5,004.60
25	Traffic Control	%	2.5	\$ 1,251.15	\$ 3,127.88
26	Erosion and Sedimentation Control	%	1	\$ 1,251.15	\$ 1,251.15
27	Site restoration	%	2.5	\$ 1,251.15	\$ 3,127.88
28	Construction layout	%	1	\$ 1,251.15	\$ 1,251.15
29	As-builts	%	1.5	\$ 1,251.15	\$ 1,876.73
30	Testing	%	3	\$ 1,251.15	\$ 3,753.45
31	Mobilization/ Demobilization				\$ 147,010.13
32	Subtotal 2				
		%	20	\$ 1,470.10	\$ 29,402.03
33	Legal, Admin., Engineering, Inspection	%	20	\$ 1,470.10	\$ 29,402.03
34	Contingency				\$ 205,814.18
35	Total			SAY	\$ 206,000.00
36					

EGMA0702 WW Alternatives Evaluation - Final Draft
Pump Station Cost Opinion

3-30-2007

~~A1: Upgrade West Goshen Pump Station at Westtown Way to 1.35 MGD~~
~~Assumes existing West Goshen force main will not be replaced~~

Quantity	Description	Unit	Unit Price	Cost
0	Flow Diversion Vault	ea	\$ 100,000	\$ -
1	Increase Pump Station capacity to 1.35 MGD	ea	\$ 400,000	\$ 400,000
0	8-inch Ductile Iron Pipe Force Main	lf	\$ 85	\$ -
0	Pavement Restoration (Local Roads)	lf	\$ 40	\$ -
0	Creek Crossing Allowance	ea	\$ 25,000	\$ -
0	Bore and Jack Under Railroad	ea	\$ 50,000	\$ -
0	State Highway Crossing Allowance	ea	\$ 20,000	\$ -
0	Traffic Control Allowance	ea	\$ 20,000	\$ -
	Subtotal			\$ 400,000
	Construction Contingency	Percent	25.00%	\$ 100,000
	Subtotal			\$ 500,000
	Contractor Overhead and Profit	Percent	15.00%	\$ 75,000
Opinion of Probable Construction Costs				\$ 575,000.

A2: Reservoir Road Diversion to RCSTP via Achom Way

Quantity	Description	Unit	Unit Price	Cost
1	Flow Diversion Vault	ea	\$ 100,000	\$ 100,000
1	0.35 MGD (1.0 MGD Peak) Pump Station	ea	\$ 350,000	\$ 350,000
4660	8-inch Ductile Iron Pipe Force Main	lf	\$ 85	\$ 396,100
2000	Pavement Restoration (Local Roads)	lf	\$ 40	\$ 80,000
0	Creek Crossing Allowance	ea	\$ 25,000	\$ -
0	Bore and Jack Under Railroad	ea	\$ 50,000	\$ -
0	State Highway Crossing Allowance	ea	\$ 20,000	\$ -
1	Traffic Control Allowance	ea	\$ 20,000	\$ 20,000
	Subtotal			\$ 946,100
	Construction Contingency	Percent	25.00%	\$ 237,000
	Subtotal			\$ 1,183,100
	Contractor Overhead and Profit	Percent	15.00%	\$ 177,000
Opinion of Probable Construction Costs				\$ 1,360,100

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Cell Tower

No:

ADM 11-15

List Date:

2/17/2011

Completed Date:

Description:

Consider locating a cell tower on Township Property

Date	Action
4/5/2011	We received 3 responses and 1 request for an extension from the RFP

**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:

Fire Marshall Vehicle

No:

ADM 11-18

List Date:

2/17/2011

Completed Date:

Description:

Sell Vehicle

Date	Action
4/5/2011	Vehicle is being sold on municibid.com. Bidding closes on 4/15/11


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Automotive > Cars

1999 Ford Expedition - [SHARE](#) [f](#) [t](#) [e](#) [...](#)

Listing # 10673

Bidder or Seller? Sign in for your status.

Listing Format: Auction
Current price : \$1,050.00
Starting bid: \$1,000.00
Shipping Cost: [View Option\(s\)](#)
of bids: 2
Closes: 17 Days, 1 Hour
Location: Pennsylvania, United States
Zipcode: 19380
Started: 3/28/2011 1:48:00 PM
Ends: 4/15/2011 10:00:00 AM
Seller: East Goshen To (0)
[View this user's other listings](#)
High Bidder(s): 1*****3 (0)
☒ [Ask the listing owner a question](#)
☒ [Mail this listing to a friend!](#)
[Watch this item!](#)



IMAGE THUMBNAILS



DESCRIPTION

1999 Ford Expedition, 86,321 Miles. Vehicle was used by the Fire Marshall. Vehicle is being sold "as is where is". The vehicle can be inspected at the East Goshen Township Building, 1580 Paoli Pike, West Chester, PA 19380 between 8:00 am and 4:30 pm Monday thru Friday.

MAP TO LOCATION

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 Dump 26000# GVW
 Truck 8 on
 municibid.com -
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 Dump 2600# GVW
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**SHIPPING DETAILS**

- Pick-Up (Free)

BIDDING

Current Bid: \$1,050.00

Bid Increment: \$50.00

Your maximum bid:

[Review Bid](#)

(Minimum bid: \$1,100.00)

municibid.com will bid incrementally for you up to your maximum bid. Your maximum bid is kept a secret from other users. Your bid is a contract between you and the item seller. If you win the auction you will enter into a legally binding contract.

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3/29/2011 8:10:38 AM

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**EAST GOSHEN TOWNSHIP
ACTION ITEM**

Item:

Tax Collector

No:

ADM 11-9

List Date:

2/17/2011

Completed Date:

Description:

Eliminate tax collectors compensation starting in 2013

Date	Action
4/5/2011	Resolution is attached

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 2011-54

 **DRAFT**

RESOLUTION OF THE BOARD OF SUPERVISORS OF EAST GOSHEN
TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, SETTING THE
COMPENSATION OF THE EAST GOSHEN TOWNSHIP TAX COLLECTOR FOR
THE TERM OF ELECTIVE OFFICE COMMENCING IN 2014 FOR THE
COLLECTION AND FOR THE DEPOSIT OF REAL ESTATE TAXES LEVIED BY
THE BOARD OF SUPERVISORS OF EAST GOSHEN TOWNSHIP.

BE IT AND THE SAME IS HEREBY RESOLVED, by the Board of Supervisors of East Goshen Township that the compensation of the East Goshen Township Tax Collector for the term of elective office commencing in 2014 for the collection and deposit of real estate taxes levied by East Goshen Township shall be as follows:

- 1) The Tax Collector's compensation for the collection of real estate taxes shall be in the sum of one dollar (\$1.00) per annum.
- 2) The Township shall pay all costs required for the collection of the real estate tax including but not limited to, the printing of bills, postage, and all materials, equipment and labor required for the collection of the real estate tax.
- 3) All taxes shall be deposited in the designated East Goshen Township bank account.

RESOLVED AND ADOPTED this _____ day of _____, 2011.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

ATTEST:

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

TAG Action List

No:

ADM 10-22

List Date:

12/7/2010

Completed Date:

Description:

Complete action items on TAG list

Date	Action
12/7/2010	Review list
1/3/2011	Updated summary is attached
1/18/2011	Updated summary is attached
2/1/2011	Updated summary is attached
2/22/2011	Updated summary is attached
3/1/2011	No change from summmary issued for 2/22/11 meeting
3/15/2011	Updated summary is attached (report has been reformatted)
4/5/2011	Updated summary is attached

ACTION ITEM

Item:	Hershey's Mill Dam					No:	DPW 07-02
	List Date:	5/22/2007			Completed Date:		
Description:	Bring Dam into compliance with DEP requirements or dispose of dam						
Date	Action						
	Grant declined. Committee formed to determine best option. Classification probably not changing. Hydrologic Study by advanced Geo Services.						
4/6/2010	Groups met 4/5. Board to discuss 4/13/10						
4/13/2010	Should we proceed with AGS or rebid work. What should be included in next phase of engineering work?						
5/4/2010	Advanced GEO Proposal for breach analysis and potential solutions.						
6/1/2010	Awaiting comments from Save the Dam group before taking action on GEO proposal.						
	Phase 1 approved.						
7/6/2010	Impoundment drained 6/30. Conceptual plans due for 7/20 meeting. Cost estimates due for 8/17.						
7/13/2010	Solicitor OK with sale of Dam property. Checking with DEP.						
7/20/2010	Options presented by Adv Geo. Pipe option out. Will price weir, breach, silt removal, ongoing maintenance, and check if required to remove silt under any scenario.						
8/10/2010	Accepted proposal to have an appraisal done.						
	Tentative award of \$15,000 grant						
8/17/2010	Authorized applying for grants to breach the dam						
8/24/2010	Review cost estimates						
9/7/2010	Received appraisal. Discuss conditions of sale with solicitor						
9/14/2010	Board to approve conditions of sale and the process						
10/5/2010	Bid Opening scheduled for 10/5. Received grant for \$15,000. Working on NOAA Grant						
10/12/2010	Bid Opening on 10/5. No bids received.						
	National Fish and Wildlife Association grant denied						
	Update from Don and Senya about meeting with Save the Dam Committee						
11/3/2010	Update from Joe and Neil about Save the Dam Committee						
	Linda G is researching two grants to beach the dam						
	Engineering cost estimate to breach has been received						
12/7/2010	The grant for funding the engineering for the dam breach has been completed and it will be submitted by 12/8 - Neil DeReimer updated BoS on HM Dam Committee actions						
1/3/2011	Update from Neil DeReimer						
2/1/2011	Update from Neil DeReimer						
3/1/2011	Update tabled to 3/8						
3/8/2011	Update from Neil DeReimer						
3/24/2011	American Rivers/NOAH grant denied						
4/5/2011	Update from Neil DeReimer						

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

New Format for Street Signs

No:

DPW 10-5

List Date:

10/25/2010

Completed Date:

Description:

Determine impact of installing new street signs with lower case letters per FHWA requirements

Date	Action
3/29/2011	Report on impact due (no BoS meeting)
4/5/2011	Report attached

MEMO

To: Board of Supervisors

From: Mark Miller

Date: March 31, 2011

Re: Change Street Sign Lettering (Lower Case)

Below is the cost to change the street sign letters to lower case should the Federal government make this a requirement. Please keep in mind that these numbers are for actual sign replacement. There may be other avenues to explore should this becomes a reality. Going forward we will begin ordering signs with lower case letters.

Total Number of Signs Required - 894 Single Sided Signs

Sign Replacement Cost @ \$16.50 = \$14,751.00

1 Hour Labor per intersection 894 divided by 4 = 223 x 28.00 = \$6,258.00

Misc. Hardware \$500.00

Total Cost = \$21,509.00

Nns

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Telecom Registration and Reporting

No:

PCZ 09-01

List Date:

2/24/2009

Completed Date:

Description:

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.
7/27/2010	I will have an update at the meeting
2/22/2011	All Carriers have registered. The snow has prevented two of them from completing and submitting their inspection reports
4/5/2011	Waiting on the report from Clearwire. They are in the middle of an acquisit

Item:

No:

List Date:

Completed Date:

Description:

Date	Action
3/2/2011	Memo to Kristin. Also aksed her to increase membership to 7 members
4/5/2011	Draft Ordinance and Resolution are attached


Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice (610) 692-7171

Fax (610) 425-8950

E-mail rsmith@eastgoshen.org

Date: March 24, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Park and Rec Ordinance and Permit Resolution



The Park and Rec Board has recommend the criteria and procedure that they would like to see used for Park Permits.

I have incorporated their recommendations into a resolution. If the Board is in agreement I will ask the Solicitor to advertise the amendment to the ordinance and schedule the hearing. The resolution could be adopted at the same meeting.

Rick Smith

To: prchair@eastgoshen.org
Subject: RE: Permit resolution

Rick Smith, Township Manager
East Goshen Township
610-692-7171

From: prchair@eastgoshen.org [mailto:prchair@eastgoshen.org]
Sent: Tuesday, March 22, 2011 4:15 PM
To: rsmith@eastgoshen.org
Cc: 'Frank Vattilano'
Subject: RE: Permit resolution

Would help if I gave you the attachments!

Rich,

Attached are the corrections to the Park Rules and Regulations and the Resolution information. Please check to see if everything is worded correctly and it is in an acceptable format. Hopefully this is what the BOS wants.

If you have corrections, omissions or suggestions please contact me.

Ruth
610-696-3022 (h)
484-356-7425 (c)

-----Original Message-----

From: "Rick Smith" <rsmith@eastgoshen.org>
Sent: Tuesday, March 22, 2011 8:20am
To: prchair@eastgoshen.org
Cc: "Frank Vattilano" <fvattilano@eastgoshen.org>
Subject

Ruth

Just following up on the P&R meeting last week. It was my understanding that you were going to send me a list of the permit criteria and or procedures.

Rick Smith, Township Manager
East Goshen Township
610-692-7171

Park and Recreation Resolution:

- Active Parks require a permit to reserve fields, courts, and pavilions.
- Passive Parks require a permit for any organized activities.
- Any organized activity involving 40 people or more using any part of the Park requires a park permit.
- Permits must be submitted one week in advance of the event.
- Sound amplification will be within limits of the Township ordinance.
- The Township Recreation Director will approve permits, any questions will be directed to the Park Board for clarification and/or approval.
- Fees:
 - Ira Hicks or Veterans Pavilion:
 - \$100 – For groups of 100 people, and a separate, refundable deposit check of \$50.
 - \$200 – Groups of 101 people or more, and a separate, refundable deposit check of \$100.
 - Fields: \$30 per unit (a unit is a morning or and afternoon or an evening)
 - Volleyball Court: \$30 per unit (same as above)
 - Satellite Parks: \$50 fee and a separate, refundable deposit check of \$25 per event.

EAST GOSHEN TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. 129 - ____ - 11

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 51 OF THE CODE OF EAST GOSHEN, TITLED, "PARK AND RECREATION BOARD" SPECIFICALLY SECTION 51-2 TO INCREASE THE NUMBER OF MEMBERS ON THE PARK AND RECREATION BOARD FROM FIVE TO SEVEN MEMBERS AND CHAPTER 163 OF THE CODE OF EAST GOSHEN TITLED, "PARK AND RECREATION AREAS", SPECIFICALLY SECTION 163-3 .E.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of East Goshen Township that the East Goshen Township Code is amended as follows:

SECTION 1. Chapter 51 titled, "Park and Recreation Board", Section 51-2 shall be amended to state as follows:

"§ 51-2. Membership; terms; vacancies.

The Board shall consist of seven members who shall be appointed by the Board of Supervisors and shall serve for terms of five years or until their successors are appointed, except that the members of such Board first appointed shall be appointed for such terms that the term of not more than two members shall expire annually thereafter. The five Board members currently serving are hereby appointed to serve the balance of their respective terms. Members of this Board shall serve without pay. All persons appointed shall serve their full terms unless voluntarily resigned or removed by the Supervisors for dereliction or neglect of duty. Vacancies on such Board occurring otherwise than by expiration of term shall be for the unexpired term and shall be filled in the same manner as original appointments."

SECTION 2. Chapter 163 titled, "Parks and Recreation Areas", Section 163-3.E shall be amended to state as follows:

"E. Permits required. Permit criteria and procedures shall be recommended by the Park and Recreation Board and formally established by resolution of the Board of Supervisors."

SECTION 3. Severability. If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts hereof. It is hereby declared as the intent of the

Board of Supervisors that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION 4. Repealer. All ordinances or parts of ordinances conflicting with any provision of this Ordinance are hereby repealed insofar as the same affects this Ordinance.

SECTION 5. Effective Date. This Ordinance shall become effective in five days from the date of adoption.

ENACTED AND ORDAINED this _____ day of _____, 2011.

ATTEST: **EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Louis F. Smith, Jr., Secretary

Senya D. Isayeff, Chairman

Donald R. McConathy, Vice-Chairman

E. Martin Shane, Member

Carmen Battavio, Member

Thom Clapper Ph.D, Member

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2011-57

**A RESOLUTION ESTABLISHING PERMIT CRITERIA AND PROCEDURES
FOR THE USE OF THE TOWNSHIP PARKS.**

WHEREAS, Chapter 163 of the Code of East Goshen Township (the “Code”) sets forth the rules and regulations for the Township park and recreation areas; and

WHEREAS, Section 163-3E of the Code states that permit criteria and procedures shall be recommended by the Park and Recreation Board and formally established by resolution of the Board of Supervisors; and

WHEREAS, the Park and Recreation Board has recommended the following permit criteria and procedures be adopted.

BE IT RESOLVED BY the East Goshen Township Board of Supervisors that the following permit criteria and procedures shall be followed:

- A permit is required to reserve any field(s), court(s), or pavilion(s) in an active park.
- A permit is required for any organized activity involving 40 people or more that intends to use any of the facilities, including but not limited to field(s), court(s), pavilions(s) and parking, in an active park.
- A permit is required for any organized activity in a passive park.
- All applications for permits must be submitted, on the form provided by the Township, a minimum of one week in advance of the event.
- If sound amplification is to be utilized, it must be indicated on the application for permit.
- The sound amplification equipment shall not violate the noise standards set forth in the Code.
- The sound amplification equipment shall not adversely affect other users of the park. The decision as to whether the sound amplification equipment is adversely affecting other users shall be at the sole discretion of the Director of Recreation.
- The Director of Recreation is authorized to approve any and all permits and to impose conditions in order to ensure that the event or activity for which the permit is issued does not adversely affect other users of the park.
- The Director of Recreation may, in his sole discretion, refer an application to the Park and Recreation Board for approval.

(Signatures on next page)

RESOLVED AND ADOPTED, this _____ day of _____, 2011.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:

Sign Ordinance

No:

PZC 11-6

List Date:

3/24/2011

Completed Date:

Description:

Review ordinance to consider effect of electronic signs

Date	Action
4/5/2011	PC is still reviewing

Nancy Scheiderman

-----Original Message-----

From: Mike [<mailto:mplevyak22@gmail.com>]

Sent: Thursday, March 31, 2011 12:24 PM

To: mmiller@eastgoshen.org

Subject: Compliment for Snow Removal

Dear Mr. Miller,

After two very tough winters, I wanted to pass on compliments and thanks to you and members of your Department who kept our township roads, and our street - Saddlebrook Drive, clear of snow and ice as soon as that was possible. I realize that these past two winters posed unusual challenges, but despite that, snow removal was handled well and diligently. I just wanted the members of your Department to know how much their good work was appreciated. You even cleaned up all the excess gravel at the end of the season. Thanks.

This is one of several reasons why my wife and I are so thankful to be residents of East Goshen Township.

Mike Plevyak
902 Saddlebrook Drive

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 29, 2011

Dear Property Owner:

The purpose of this letter is to inform you that Michael and Leisa Stein, 1519 Richard Drive, West Chester PA, 19380, have submitted an application to the Township requesting relief from the Township Zoning Ordinance. Mr. and Mrs. Stein are requesting that the Zoning Hearing Board grant them ten (10) feet of dimensional relief from the Side Yard requirement of the zoning ordinance in order to construct a detached two car garage on their property.

Specifically, Mr. and Mrs. Stein are seeking relief from the minimum side yard requirement of §240-28.D.(3)(b), to allow a side yard setback of ten (10) feet for the proposed garage.

Pursuant to Township policy, property owners and residents within 1000 feet of the subject property are notified of Zoning Variance applications.

This application is scheduled to be discussed during the meetings outlined below:

April 6, 2011 - Planning Commission meeting (workshop at 7:00 pm, meeting at 7:30 pm)

April 19, 2011 - Board of Supervisors meeting (7:00 pm)

May 5, 2011 - Zoning Hearing Board (**Zoning Hearing, 7:30 pm**)

All meetings are held at the Township Building and are open to the public and are subject to change. The variance application is available for review during normal business hours. Please give me a call at 610-692-7171 or email me at mgordon@eastgoshen.org if you have any questions or need additional information.

Sincerely,



Mark A. Gordon
Township Zoning Officer

Cc: All Township Authorities, Boards and Commissions

BOARD OF SUPERVISORS

EAST GOSHEN TOWNSHIP

CHESTER COUNTY

1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

March 30, 2010

Dear Property Owner:

The purpose of this letter is to inform you that Tru-Team Inc. has submitted a Conditional Use application with the Township for their property at 1422 Paoli Pike. The owners are applying to adaptively reuse the existing historic building as a business office in accordance with §240-38.5.A(3)(a) of the Township Code. Specifically the building will be used as a physician's office.

Pursuant to Township policy, all property owners within 1000 feet of the subject property are notified of these types of applications. The tentative dates and times upon which this application will be discussed are as follows; and are subject to change.

April 6, 2011- Planning Commission meeting at 7:30 pm (workshop at 7:00 pm)
(Applicant's presentation)

April 14, 2011 - Historic Commission meeting at 7:00 pm

May 4, 2011 - Planning Commission Meeting at 7:30 (workshop at 7:00 pm)

May 24, 2011 - Board of Supervisors meeting at 7:00 pm
(Conditional Use Hearing)

All meetings and workshops are held at the Township Building and are open to the public. The Conditional Use application is available for review during normal business hours. Please give me a call at 610-692-7171 if you have any questions or need additional information.

Sincerely,



Mark A. Gordon
Township Zoning Officer

cc: Board of Supervisors
Planning Commission
Historical Commission

TAG Recommendation Summary

April 5, 2011

ID	Item	Votes	Board Member	Staff Member	Due Date	Comments	Disposition
11	Implement a Lockbox (112)	1		Deb	1/31/2011	Currently meeting with banks. The intention is to combine this with payroll and credit card payments and use one bank for all three services	
9	Implement a Fully Integrated Cost Accounting System (108)	2	Don	Deb	3/31/2011	Cost of Services list approved 3/1/11. Currently working on the allocation of expenses	
25	Emergency Services Assessment	3	Marty	Rick	4/30/2011	In progress	
2	Merit Compensation	1		Rick	6/30/2011	Study	
38	Reduce Frequency of Grounds Maintenance & Moving	1	P&R/Cons	Mark M.	6/30/2011	Do less mowing.	
15	Assess/Replace HVAC System (95)	4	Carmen	Rick	6/30/2011	Waiting on report from HVAC contractor	
29	Reevaluate Support of Fire Companies (23)	4	Carmen	Mark M.	6/30/2011	Waiting for info from Fire Company	
18	Work with Adjoining Townships for IT Support (116)		Don	Rick	6/30/2011	East Goshen and Westtown use Burt	
30	Self Sustaining Park & Recreation Programs (104) (#30-37)	2	Thom	Frank	6/30/2011	30 - 37 require P & R input	
31	Institute P & R Sponsorship Program (88)		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
32	Formalize & Expand Relationship w/YMCA		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
33	Concession Stand at EGT Park		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
35	Enable Online Reg & Paymt for P & R Programs		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
36	Leverage Social Networking Tools to Inc P & R Prog Participation		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
37	Expand P & R Prog Partnerships		Thom	Frank	6/30/2011	P&R BoS meeting 2/8/11	
14	Solar Array (94)			Rick	6/30/2011	Back burner. Revisit in 6 mths	
17	Evaluate Sharing of Services with Neighboring Townships	3	Thom	Mark	9/30/2011		
39	Maintain Ownership of Wastewater Treatment Plant (85)	2	Marty	Rick	12/31/2011	Tag recommended retaining	
16	Transition to an Electronic Newsletter (34)	3	Thom	Tia	12/31/2011	Blurb in Winter 2011 newsletter	
24	Police Negotiations			Rick	1/1/2012	Review and discuss. Could be improved upon.	
26	Two Tier Wage & Benefits Scale for Police Officers (120)			Rick	1/1/2012	Review and discuss. Could be improved upon.	
3	Minimize Community Vacancy		Senya	Mark G.		Healthy real estate is important	
						Completed items have been removed	