AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
TUESDAY, June 14, 2011
7:00 PM

Executive Session 7 – 7:30 for Park & Recreation Board Interviews

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
   a. Announce Pension Committee will meet the third Wednesday of each month at 1:00 pm.
   b. Announce that the Board met in executive session to interview Park & Recreation Board Candidates
7. Public Hearing
8. Police/EMS Report – 3rd Tuesday
9. Financial Report – 4th Tuesday
10. Old Business
    a. Consider recommendation on Executive Assistant position
11. New Business
    a. Consider Willistown Township's Official Map and proposed ordinance adopting the official map
    b. Announce bid results for HVAC Service and consider accepting the bid from Precision Mechanical Services in the amount of $15,077.00
    c. Consider Revised Budget for 2011 which incorporates pass thru accounts for monies reimbursed by Goshen Fire Company.
    d. Consider recommendation on Township Building HVAC System.
    e. Consider request for a community garden
12. Any Other Matter
13. Approval of Minutes
    a. June 7, 2011
14. Treasurer's Report
    a. Report – June 9, 2011
15. Review Action List
16. Correspondence, Reports of Interest

17. Meetings & Dates of Importance:

June 15, 2011	Friends of East Goshen (501c3)	7:00 pm
June 21, 2011	Park & Recreation w/s	10:00 am
	Board of Supervisors	7:00 pm
June 25, 2011	Community Day	4:00 pm
	(rain date June 26)	

June 28, 2011	Board of Supervisors	7:00 pm
July 4, 2011	Office Closed for Independence Day	
July 5, 2011	Board of Supervisors	7:00 pm
	First day of Youth Rec Camp	
July 6, 2011	Pension Committee	1:00 pm
	Planning Commission	7:00 pm
July 11, 2011	Municipal Authority	7:00 pm
July 12, 2011	Board of Supervisors	7:00 pm
	Tru-Team Inc – 1422 Paoli Pike	
	CU Hearing cont'd from May 24, 2011	
July 13, 2011	Conservancy Board	7:00 pm
July 14, 2011	Historical Commission	7:00 pm

Newsletter :

Article Due Date – August 3, 2011 Delivery Date – October 1, 2011

18. Public Comment – Hearing of Residents

19. 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.

10a

Memo
East Goshen Township

Date: June 9, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Executive Assistant

The Board is currently considering the creation of an Executive Assistant position.

The implementation of the lockbox program for sewer, refuse and tax payments will free up some amount of time for employees in the Finance Department particularly the Accounting Associate. A preliminary estimate would be ~10 hours per week. Accordingly, we (Deb, Mark Gordon and I) would suggest that the Board approve the following actions in lieu of hiring an Executive Assistant.

1. Move Administration under the direction of the Director of Finance. Having the Receptionist and the Administrative Assistant report to the Director of Finance would simplify staffing of the front desk.

2. Assign the duties of the proposed Executive Assistant to the following positions:

   Accounting Associate
   - Maintains Township website
   - Responsible for the management of the Township Action List
   - ~~Manages~~ Assists with the ABC information packet process
   - Manages the ABC (Authority, Boards and Commissions) Orientation process
   - Drafts and prepares routine correspondence as requested
   - Performs other administrative duties as requested
   - Supports project efforts across the administration
   - Assists Township Manager in responding to mail and e-mail
   - Other duties as assigned

   Administrative Assistant
   - Compiles information for "Right to Know" requests (in current job description)
   - Maintains ordinance and resolution files and distributes as needed (in current job description)
   - Maintains Township Officials list (in current job description)
   - Fills in and Backs-up receptionist as needed (in current job description)
   - Routine typing (in current job description)
   - Routine filing (in current job description)

   Staff Accountant
   - Responsible for writing grant requests (One of the Staff Accounts attended the PSATS seminar on grant writing. We envision that the Department Head and the Staff Accountant would collaborate on the grant application.)

Township Manager

- Responsible for the creation of the Board of Supervisors Meeting Agendas and Information Packets (I currently review the agenda before the packets are complied by the Administrative Assistant)

Website - This change would place the maintenance of the Township website under Administration which is in keeping with traditional business models. We estimate that routine maintenance, checking all pages and removing outdated postings and checking all links, would take 1 hour per day. The time spent to add information or modify the website will vary from week to week. We know that if our website is not maintained and "freshened up" regularly it will soon become stale and less useful to our residents.

Our experience with the structure of the new website indicates that it is user friendly and a computer literate employee would be able to assume this duty with some additional training.

Recommendation - If the Board concurs I will have the job titles and/or job descriptions amended to reflect the above changes. This may affect the job ranking points for the some of the positions which may require a salary adjustment.

I believe that this approach would accomplish the goals that the Board was trying to achieve with the hiring of an Executive Assistant at significantly less cost to the Township.

F:\Data\Shared Data\Admin Dept\jobdescriptions\administration\Memo to BoS 060911A.doc

11a

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

Voice 610-692-7171
Fax 610-692-8950

Date: June 10, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Willistown Township
Official Map, Dated February 2011

Willistown Township is in the process of updating their "Official Map" pursuant to Article IV of the MPC. I have reviewed the proposed map and my comments are as follows:

1. They have a land use entitled "Lands under Conservation Easement" and approximately 50% of the parcels that abut East Goshen have that designation.
2. The Soccer Fields are designated as a Township Parks
3. The remaining parcels that abut East Goshen are developed with single family homes with the exception of the Bryn Mawr Rehab Property, which is currently being developed.
4. They are proposing a trail along Goshen Road.

Recommendation: Notify Willistown that we have no comments on their plan and wish them the best of luck.

F:\Data\Shared Data\Willistown\Official Map\Memo to BoS 061411.doc

Board of Supervisors of Willistown Township
Chester County
40 Lloyd Avenue, Suite 204/206 Malvern, PA 19355
(610) 647-5300 Fax (610) 647-8156

RECEIVED
BY:
MAY 1 3 2011

May 16, 2011

Mr. Louis F. Smith, Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Re: Official Map
Willistown Township, Chester County

Dear Mr. Smith: Lou

Enclosed for your review pursuant to Article IV of the Pennsylvania Municipalities Planning Code please find the proposed Willistown Township Official Map and the proposed ordinance adopting the Official Map.

In 2000, Willistown Township adopted its Official Map for the Southern Portion of Willistown Township. In 2002, the Township adopted the Official Map for the entire Township. In 2004, the Township, as a result of a periodic update to the Official Map, amended the 2002 Official Map. This proposal is the result of another periodic update to the Official Map.

Please provide your comments on this proposal to Willistown Township in accordance with the provisions of the Pennsylvania Municipalities Planning Code.

Sincerely,

Rita

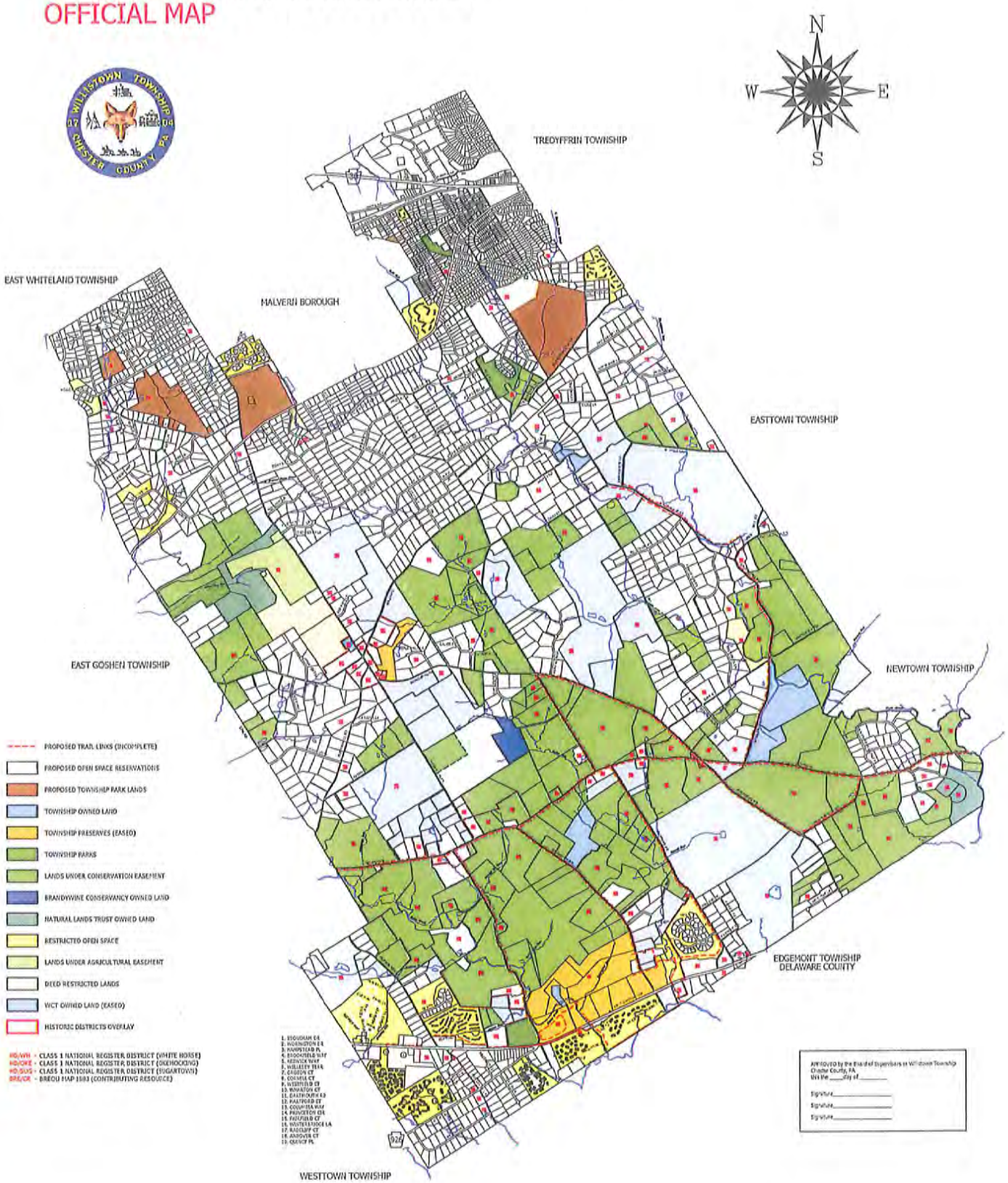
Rita E. Reves,
Planning Director

Enclosures

WILLISTOWN TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

OFFICIAL MAP



Next Level Mapping
1444 Phoenixville Pike
West Chester, PA 19380

DRAFT February 2011

BOARD OF SUPERVISORS
WILLISTOWN TOWNSHIP, CHESTER COUNTY

ORDINANCE NO. OF 2011

AN ORDINANCE OF WILLISTOWN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA AMENDING AND RE-ADOPTING THE OFFICIAL MAP OF WILLISTOWN TOWNSHIP.

WHEREAS, Article IV of the Pennsylvania Municipalities Planning Code (Act 247 of 1968, as amended by Act 170 of 1988), grants Pennsylvania municipalities the power to adopt an official map for the municipality insofar as it is based on an adopted comprehensive plan; and

WHEREAS, by Ordinance No. 8 of 2000, enacted on September 25, 2000, Willistown Township adopted an official map for the southern portion of the Township located generally south of Goshen and Barr Roads; and

WHEREAS, by Ordinance No. 8 of 2002, enacted on November 25, 2002, Willistown Township adopted an official map for the entire Township; and

WHEREAS, by Ordinance No. 9 of 2004, enacted on August 23, 2004, Willistown Township amended and re-adopted the official map for the entire Township; and

WHEREAS, Willistown Township has undertaken a periodic update to the official map, in order to further facilitate the acquisition and preservation of proposed public parks and open space reservations, trail links, pedestrian ways and easements, for the benefit of existing and future residents and populations; and

WHEREAS, the park land and open space preservation concept is consistent with the Willistown Township Comprehensive Plan and the Willistown Township Open Space, Park and Recreation Plan; and

WHEREAS, the Board of Supervisors of Willistown Township has reviewed the official map update for the Township and desires to adopt the same as the Official Map of the Township of Willistown.

NOW, THEREFORE, be it **ORDAINED** and **ENACTED** as follows:

Section 1. Willistown Township hereby adopts as the Official Map of the Township of Willistown, Chester County, Pennsylvania, the Willistown Township Official Map, prepared by Next Level Mapping, dated December, 2009, and all attachments.

Section 2. Willistown Township's Official Map will include all roadways and properties located in Willistown Township, Chester County, Pennsylvania, as depicted on said Map.

Section 3. The properties depicted as proposed open space reservations shall be reserved for future taking or acquisition for public use in perpetuity until actually acquired by the Township.

Section 4. The Township may initiate surveys of property locations for the purposes of taking action.

Section 5. Whenever lands and easements are to be acquired pursuant to the Official Map, boundary descriptions by metes and bounds descriptions shall be made by a licensed surveyor.

Section 6. The Township directs that following adoption of this Ordinance, a copy of the Official Map of Willistown Township, verified by the Board of Supervisors, shall be submitted to the Recorder of Deeds of the County of Chester to be recorded within sixty (60) days of the effective date hereof.

Section 7. This Ordinance is enacted for the purpose of serving and promoting the public health, safety, convenience and general welfare; to facilitate adequate provision of public streets and facilities; to improve traffic circulation; to provide for the recreational and open space needs of the community; to protect and enhance water resources; and to facilitate the subdivision of land and the use of land and water courses.

Section 8. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of any other section or provision of this Ordinance than the one so declared.

Section 9. This Ordinance shall become effective in accordance with the provisions of law.

Section 10. Ordinance No. 9 of 2004, being the ordinance amending and re-adopting as the Official Map of the Township of Willistown, Chester County, Pennsylvania, the Willistown Township Official Map, prepared by Yerkes Associates, Inc., dated April, 2004, and all attachments, is hereby repealed.

ENACTED and **ORDAINED** this _____ day of _____, 2011.

WILLISTOWN TOWNSHIP
BOARD OF SUPERVISORS

_____
, Chairman

_____
, Vice-Chairman

_____
, Member

ATTEST:

Dorothy E. McClintock, Secretary

11 b

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: June 8, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: HVAC Service Bid Results

We opened bids on June 8, 2011 for HVAC Services. We sent out 23 bid packages. Four bid proposals were received. The results are as follows (see attached for details):

Company	Bid Amount
Precision Mechanical Services	$15,077.00
Airhandlers Mechanical Services	$20,087.50
Oliver Mechanical	$27,255.00
Peterson Service Company	$33,888.00

Recommendation:
We recommend that the Board accept the bid from Precision Mechanical Services in the amount of $15,077.00. We have had a contract with them in the past and have been satisfied with their work. We also contacted two additional references who were also satisfied.

HVAC Service Bid Results							
Opened June 8, 2011 at 10:00am							
	Bid Amount	**Annual Cost**	**STD Rate**	**50 hrs STD Repairs**	**OT Rate**	**10 hrs OT Repairs**	**% Mark Up**
Precision Mechanical Services	$15,077.00	$7,967.00	$94.00	$4,700.00	$141.00	$1,410.00	20%
Airhandlers Mechanical Services	$20,087.50	$13,562.50	$85.00	$4,250.00	$127.50	$1,275.00	20%
Oliver Mechanical	$27,255.00	$18,950.00	$97.00	$4,850.00	$145.50	$1,455.00	Maximum of 50% depending on cost of part
Peterson Service Company	$33,888.00	$26,088.00	$90.00	$4,500.00	$180.00	$1,800.00	30%

11c

MEMO

To: Finance Committee
From: Deb Beury
Date: June 9, 2011
Re: Revised Budget 2011

As discussed at the May 26 Annual Planning Session, the attached report shows a handful of accounts related to the Fire Company's Quarterly Reimbursement that should be revised for the 2011 budget.

All "pass through" accounts have been removed from the Core Function detail report and now appear on the new "pass through" report in your binders from the annual planning session held on May 26.

There is no change to the bottom line for the 2011 budget. This is just a change in budget amounts within certain line items.

I will need the Board's signatures on the attached report for the auditors.

EAST GOSHEN TOWNSHIP
Revised Budget for 2011
5/31/2011

		ORIGINAL BUDGET	REVISED BUDGET	NET ADJUST.	REASON FOR CHANGE
01430-2320	FUEL CHARGES - PW	78,435	51,215	27,220	To remove Fire Company's fuel charges from the Township's
01411-1320	FUEL CHARGES - GOSHEN FIRE CO	0	27,220	(27,220)	To assign a budget number for this Fire Company reimbursement
01411-1140	SALARIES - FINANCE DEPT	161,519	158,715	2,804	To account for payroll charges reimbursed from Fire Company
01411-2300	FINANCE DEPT TIME REIMB FOR PAYROLL	0	2,804	(2,804)	To assign a budget number for this Fire Company reimbursement
01486-3500	INSURANCE COVERAGE PREMIUM	217,000	196,121	20,879	To remove Fire Company's portion of workers comp. insurance from the Township's
01411-2500	WORKERS COMP INS- FIREFIGHTERS	0	20,879	(20,879)	To assign a budget number for this Fire Company reimbursement
	IMPACT ON BOTTOM LINE			0	

11d

Date: June 9, 2011
To: Board of Supervisors
From: Carmen Battavio, Supervisor
Rick Smith, Township Manager
Re: Tag Recommendation – Assess/Replace HVAC System

The TAG Report made several recommendations with respect to the HVAC System at the Township Building.

Background

By way of background we have a water source heat pump system. In addition to the typical boiler and cooling tower the heat pumps allow for the transfer of heat from one area of the building to another area.

The building was designed so that the climate in some of the offices and selected areas could be controlled by the occupants. As a result we have 26 heat pumps (12 heat pumps on the first floor, 11 on the second floor and 3 in the basement). There is also a gas boiler and a cooling tower.

The original equipment was installed when the building was constructed in 1992. To date we have replaced 10 of the heat pumps, the cooling tower and replaced the electric boiler with a gas boiler. Three additional heat pumps have failed (they will not hold Freon) and replacement units have been ordered.

It is our understanding (based on anecdotal information) that the average life expectancy of a water source heat pump is approximately 20 years.

Specific Recommendations

The TAG Report specifically recommended the following:

Conduct a comprehensive review of the heating and cooling system to determine the cost effectiveness of maintaining the current system and adequacy of heating/cooling, -

In 2010 we had 14 service calls ($7,924) we replaced 3 units ($12,410) and installed programmable thermostats ($3,678). In 2009 we had 10 service calls ($4,710) but we did not replace any units.

In 2005 we had 6 service calls ($2,607); we replaced 3 units ($13,884) and replaced the cooling tower and the piping to it ($55,061). In 2004 we had 9 service calls ($5,715) and we replaced 1 unit ($3,681).

The cost of the average service call was $566 in 2010 and $471 in 2009.

It would seem that 2010 was an anomaly with respect to the number of service calls. However, using 2010 numbers (14 service calls) if we factor in the fact that we have 28 HVAC units (26

heat pumps, 1 boiler, & 1 tower), we had 0.5 service calls per unit. Likewise if we spread the $7,924 across the 28 units our cost for service in 2010 was $283 per unit.

When the system is operating normally we do not have any complaints from the employees or persons using the building, except during periods of very cold temperatures. I do not have the initial design calculations. However, when the building was designed it was anticipated that the police department would relocate here and that all three floors would be occupied. We currently only have 10 employees in the building on a regular basis. We had an engineer look into this issue and he concluded that the boiler is undersized and he recommended installing a second boiler ($16,000).

Authorize a request for bid to fully or partially replace the current system to discover costs of alternative systems.

There are four basic types of HVAC systems. Two of them, roof top units and variable air volume units are not being considered since each of them would require extensive structural changes to the building.

In a fan coil chiller/boiler system the water in the loop is either heated or cooled as needed and individual HVAC units either heat or cool the occupied space. With a two pipe system the entire building is either in heating mode or cooling mode. A four pipe system allows you to heat one part of the building and cool another part of the building at the same time.

A water source heat pump system is similar to the fan coil system; however, the big advantage is the individual heat pumps have the ability to put excess heat from one space back into the system so that it can be used in another part of the building.

The current loop water piping limits our alternatives to a two pipe fan coil system or water source heat pump system unless we wanted to incur the expense of installing a second loop.

Since the building is only occupied by 10 people on a regular basis it would seem that we could save money by replacing the water source heat pumps with a standard fan coil unit as they fail. Theoretically, they should be less complicated and therefore less expensive. This should hopefully result if a reduction in service calls going forward. However, we would still have the same number of HVAC units and we would lose the advantages of a heat pump system.

A second alternative would be to reduce the number of heat pumps. For example the basement is served by three heat pumps. We should be able to service the first and second floors with two or possibly three heat pumps per floor. There would be no increase in the load on the loop. The current system uses an open plenum (the space above the ceiling tiles) for the return so the biggest challenge would be running new duct work for the supply.

A third alternative would be to drill wells and utilize geothermal. We currently have an existing well on the property and we have two 5 hp pumps for the foundation drain so we do not have a shortage of water.

Consider modifying the current system by converting parts of the building to a more manageable and cost effective system (high efficiency furnace and air conditioner).

As noted above our choices are somewhat limited by the existing infrastructure. It may be possible to install small furnace/air conditioner units similar to those found in hotels or apartments; or a split system that has the condensing unit on the ground. Both of these alternatives would require significant modifications to the building.

Recommendation

We would suggest that the Township solicit a proposal from one or more HVAC design specialists to look into the feasibility of using geothermal and the feasibility of reducing the number of water source heat pumps in the building.

We have attached some general information for your review that you may find useful.

F:\Data\Shared Data\Public Works Dept\Buildings\Twp. Bldg. 1580 Paoli Pike\HVAC\Needs Analysis\Memo to Board of Supervisors 060811.doc

Water Source & Geothermal HVAC Compared to Other Systems

System	Ease of Design	Ease of Installation	Installation Space	Installation Cost	Maintenance Requirements	Maintenance Costs	Future System Expansion	Sound Levels	Operating Costs	Total Zone Failure Chance	Individual Tenant Control	Options	Additional Auxiliary Equipment Needed	Structure Modification Needs	System Longevity
Two-Pipe Fan Coils	Low	Low	High	Med	High	High	Low	Low	Med	High	Low	Low	High	High	Med
Four-Pipe Fan Coils	Low	Low	High	High	High	High	Low	Low	High	High	Low	Low	High	High	Med
PTAC / PTHP	Low	Low	Low	Low	High	High	Med	High	High	Low	Med	Low	Med	High	Low
VAV	Low	Low	High	Med	High	High	Low	Med	Med	High	Low	Low	High	High	Med
Rooftop	Low	Low	High	Low	Med	High	Low	Med	Med	High	Low	Low	Med	High	Med
Water-Source Heat Pumps	High	High	Low	Low	Low	Low	High	Low	Low	Low	High	High	Low	Low	High
Geothermal Heat Pumps	High	High	Low	Low	Low	Low	High	Low	Low	Low	High	High	Low	Low	High

Many Choices, One Solution

When choosing a HVAC system for a project, there are four basic types from which to choose.

Fan Coils

Fan coil systems are comprised of water-to-air coil air handlers connected via a two- or four-pipe insulated water loop. Fan coils require complex chillers and boilers to provide water loop fluid in a particular temperature range (i.e. chilled water for cooling and hot water for heating). Two-pipe fan coils have a major disadvantage as control is substantially limited to whatever mode the system is currently set at (i.e. cooling or heating). A four-pipe version can be installed that requires both chilled and heated water to be available at the same time. Four-pipe systems also require twice the piping and twice the circulation equipment of a two-pipe system, which makes a four-pipe system one of the most expensive systems to install.

Variable Air Volume (VAV)

Variable Air Volume, or VAV, is one of the most common types of HVAC systems used in large commercial buildings today. A typical system is usually comprised of a large air handler, central ductwork system, and a relatively large equipment room. Conditioned air is distributed throughout the building via a central ductwork system and is regulated via dampers in each space. VAV systems typically have a higher first cost than Water-Source Heat Pumps, and may have similar operating costs, resulting in overall increased life cycle costs.

Rooftop

Rooftop systems are similar to VAV systems in that they use a central ductwork system to distribute conditioned air into the building space. However, instead of one central unit, the system is comprised of multiple units which can be tasked for different conditioning requirements. Rooftop systems usually require additional structural reenforcement as well as cranes or other lifting equipment to place the units. Control in a particular zone is limited to what the system is currently set to (i.e. cooling or heating). Rooftop installation costs are low to moderate, but operating costs are typically 50% higher than Water-Source Heat Pumps. Additionally, the systems are exposed to the elements and are subject to damage and vandalism.

Water-Source and Geothermal Heat Pumps

Water-Source and Geothermal Heat Pump systems are comprised of individual packaged units that transfer heat via a single- or two-pipe water loop. Each unit can be used in either heating or cooling mode year-round and loop temperature is maintained via a boiler/tower combination or earth-coupled loop. Each zone has complete control of its heating/cooling mode and each unit is independent from the others. This means if one unit goes down, the whole system is not affected. Controls can be as simple as one unit, one thermostat. Water-Source and Geothermal Heat Pump systems are the most energy, cost, and space efficient of any system in the industry.

Click Here to see how Water-Source Heat Pump installation and maintenance costs compare to other systems.

Click Here to see what federal, local, and utility energy efficiency incentives are available in your area.

AHRI CERTIFIED
ISO 9001:2000 Certified
Quality: First & Always
ENERGY STAR PARTNER

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Water Source Heat Pumps Are Efficient

Lower Costs – Today and Tomorrow

The expensive initial requirements of alternative systems simply cannot compare to affordable ClimateMaster water source heat pump installations. ClimateMaster systems eliminate these costly needs:

- Large-scale complex duct work.
- Large chillers.
- Operating engineers.
- Extensive insulated piping requirements.
- Holes in outside walls.

ClimateMaster has numerous products that can be combined to handle all space-conditioning needs. Systems often include horizontal and vertical cabinet products, small console units with no wall penetration needed – even large units designed for rooftop applications. Additions to the system for future loads are easy and economical.

Intelligent Efficiency for Greater Savings

Year after year, ClimateMaster water source heat pump systems offer the high efficiency necessary to keep operating costs down. In fact, they offer a lower operating cost than most compatibly zoned systems. The difference lies in the system's ability to recover otherwise wasted energy and use it elsewhere in the facility. This dynamic, intelligent use of energy balances the needs of the entire facility while reducing operating costs.

traditional system comparisons	Annual Maintenance Expense	Annual Operating Expense	Total Annual Cost	Installation Cost
fan coil, chiller/boiler 4-pipe	.14	1.40	1.54	$12.00
variable air volume	.14	.94	1.08	$9.00
GEOThermal heat pump	.07	.62	.69	$10.00
Water loop heat pump	.10	.94	1.04	$8.00

per square foot of building space

Rep Locator

Postal Code

OR

Country United States

AND

State SELECT STATE

Find

Water Source HVAC

AHRI CERTIFIED

ISO 9001:2000 Certified
Quality: First & Always

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March 12, 2011

Mr. Ray Flanagan
Precision Mechanical Services
18 Line Road
Malvern, PA 19355

Via email: rflanagans@msn.com

Re: Heat Loss
East Goshen Township Municipal Building
Chester County, PA

BACKGROUND:

The East Goshen township building is a 17,700 square foot two story building, approximately 30-year old; composed of CMU block and brick face construction. The building space climate is controlled by water source heat pump system consisting of 27 water source heat pumps as manufactured by Climate Master. The system water loop temperature is maintained by a gas fired Weil McClain Ultra boiler 230Mbh as the acting heat source and heat rejection is achieved thru the Evapco ATW-33A cooling tower. Building occupancy is normally limited to office spaces which only encompass 65% of the building floor space. Facility reported the office space did not maintain temperature during extreme winter conditions (temperatures below 32°F). Therefore we were to evaluate the building heat loss and verify if additional heat generation is required.

SUMMARY RECOMMENDATION:

Reviewed Architectural floor plans and wall details to develop overall building envelope. Compiled building's wall surface area, wall material thermal characteristics, and window properties; also estimated building leakage to accurately calculate the needed heat generation required. Determined the ventilation heating load could be satisfied by the electric heating coil of the Brasch Makeup Air unit therefore the boiler plant will satisfy the skin load and infiltration; based on the ASHRAE outside air winter design temperature for the Philadelphia area of 8°F. After accounting for the additional heat provided by each of the water source heat pumps, the boiler plant load is 286 Mbh. The existing boiler plant, (1) Ultra 230, has a rated output of 207 Mbh; leaving the buildings heating system undersized whenever the outdoor temperature approaches 35°F.
Therefore we recommended the addition of a boiler of the same make and size (Weil McClain Ultra boiler 230Mbh) to provide the capacity and redundancy required to maintain room design temperature. The (2) boilers would be installed in tandem with a lead lag operation sequence, ensuring even wear of the boilers. Minimal piping renovations will be required to incorporate the new boiler into the system; in addition the fuel gas piping, combustion air and venting will also need to be addressed. However the additional heat will be necessary to maintain an indoor design temperature of 70°F during low outside air temperatures.

Sincerely

Clifton Hubbard

11e

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: June 10, 2011
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Community garden

Township resident Barry Eichorn has approached me about the possibility of creating a community vegetable garden on the Township property. He is involved with a non-denominational group which operates and maintains a garden in Caln Township. He is looking for something closer to home. The vegetables are donated to non profit food banks.

I said I would run it by the Board.

There would appear to be two areas of Township property that would be suitable.

The first would be area adjacent to the second parking area east of the blacksmith shop & plank house complex. The Conservancy Board has done some plantings in the area but perhaps there would also be room for a garden.

The second would be just south of the parking lot by the Chamber at Applebrook, in the area where we used to stockpile milling.

Both of these areas have parking available.

15

EAST GOSHEN TOWNSHIP
ACTION LIST

14-Jun-11

New additions are in **bold**

#	Item	Action Due Date
ADM 07-01	Review Wireless Ordinance	14-Jun-11
ADM 11-16	Post Retirement Medical Benefits	14-Jun-11
ADM 11-12	Goshen Fire Company Expenses	21-Jun-11
ADMI 10-22	TAG Action List	21-Jun-11
ADM 11-13	Municipal Authority Projects	28-Jun-11
ADM 11-15	Cell Tower	28-Jun-11
ADM 11-22	IT Committee	28-Jun-11
ADM 09-04	Quarterly Review of Right to Know Requests	5-Jul-11
DPW 07-02	Hershey's Mill Dam	5-Jul-11
PCZ 09-01	Telecom Registration and Reporting	5-Jul-11
PCZ 11-4	Impact of Chapter 102 Requirements	5-Jul-11
PCZ 11-2	Tree Ordinance	12-Jul-11
PCZ 11-6	Sign Ordinance	12-Jul-11
DPW 08-02	Quarterly Report on I&I	19-Jul-11
FIN 09-01	Quarterly Summary of Pending Legal Cases	19-Jul-11
FIN 10-05	Quarterly Financial Reports - 2010	26-Jul-11
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 # ADM 11-22	

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **Wireless Ordinance** No: ADM 07-01

List Date: **6/29/2007** Completed Date:

Description: Review and revise Ordinance.

Date	Action
5/4/2010	Bring ordinance up to standards and close some loopholes. Remove annual reporting and fee. Wireless carrier name change. Review satellite dishes
5/4/2010	Memo from Mark Gordon.
5/25/2010	Mark to review Ordinance with Jeff Sommer to address issues related to current technology, configurations and Township restrictions.
7/27/2010	The first draft of the ordinance is attached. It is still a work in progress. If you have any comments please pass them on to Mark Gordon. Once we have incorporated the comments we will have a draft for the Board's review.
9/14/2010	Comments have been sent to Kristin- She is working on revised ordinance
10/5/2010	We have sent additional comments to Kristin- She is working on revised ordinance
11/3/2010	Second Draft is attached for review tabled to 11/9
11/9/2010	Second Draft is attached for review
12/14/2010	Don is working with Kristin on this
3/8/2011	PC is still reviewing draft ordinance
4/26/2011	PC is still reviewing draft ordinance
5/3/2011	Final draft of the ordinance is on PC 5/4 agenda.
6/7/2011	Final draft of the ordinance as approved by PC is attached
6/14/2011	**Revised to address C-2 District**

EAST GOSHEN TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. ____ - 2011

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 240 OF THE EAST GOSHEN TOWNSHIP CODE, TITLED, "ZONING", SECTION 240-15.B TO ALLOW WIRELESS COMMUNICATIONS FACILITIES ON TOWNSHIP OWNED PROPERTY IN THE C-2 DISTRICT BY RIGHT; BY ADDING A NEW SECTION 240-15.H TO ESTABLISH REGULATIONS FOR WIRELESS COMMUNICATIONS FACILITIES WHICH ARE BUILT ON TOWNSHIP-OWNED PROPERTY IN THE C-2 DISTRICT AND SECTION 240-31.C(3)(h) TO AMEND THE REGULATIONS FOR WIRELESS COMMUNICATIONS FACILITIES.

BE IT ENACTED AND ORDAINED, by the Board of Supervisors of East Goshen Township, that Chapter 240 of the Code of the Township of East Goshen, titled, "Zoning", shall be amended as follows:

SECTION 1. Section 240-15.B. shall be amended by adding a new subparagraph (12) which shall read as follows:

"(12) Wireless communications facilitiesy ~~and commercial radio or television tower/antennas~~ on Township-owned property, subject to compliance with the standards in § 240-15.H.~~31.C(3)(h).~~"

SECTION 2. A new Section 240-15.H shall be added which shall read as follows:

"§ 240-15.H. Standards for Wireless Communications Facilities Built on Township-Owned Property.

All applicants seeking to construct, erect, relocate or alter a Wireless Communications Facility on Township-owned property in the C-2 District shall demonstrate compliance with the criteria in Section 240-31.C(3)(h) as part of the application for building permit. Any materials or documents that must be submitted to the Board of Supervisors as part of the conditional use application for wireless communications facilities built in the I-1 and BP Districts pursuant to Section 240-31.C(3)(h) shall be submitted instead to the Building Official as part of the building permit application for a wireless communications facility built on Township-owned property in the C-2 District. The Building Official shall not issue a building permit for the wireless communications facility until the applicant has

demonstrated compliance with the criteria in Section 240-31.C(3)(h) and the Township has entered a lease or license agreement with the owner of the wireless communications facility.

SECTION 23. Section 240-31.C(3)(h) shall be revised as follows:

"(h) Wireless communications facilities.

[1] Purpose. The purpose of this subsection and the standards established herein are to govern the use, construction and siting of wireless communications facilities in recognition of the nature of wireless communications systems and the Federal Telecommunications Act of 1996, as amended from time to time. These regulations are intended to:

[a] Accommodate the need for wireless communications facilities while regulating their location and number so as to ensure the provision for necessary services.

[b] Minimize the adverse visual effects and the number of such facilities through proper design, siting, screening, material, color and finish, and by requiring that competing providers of wireless communications services collocate their commercial communications antennae and related facilities on existing towers if possible.

[c] Ensure the structural integrity of commercial communications antenna support structures through compliance with applicable industry standards and regulations, including the Township's Building Code.

[d] Promote the health, safety and welfare of the Township's residents.

[2] Standards for commercial communications antenna erected on a commercial communications support structure. All applicants seeking to construct, erect, relocate or alter a commercial communications support structure shall comply with the following regulations. A written narrative that addresses how the applicant will meet each of the regulations listed below shall be submitted with the conditional use application ~~or building permit application in the case of a facility built on Township owned property in the C-2 District~~.

[a] Location and height.

[i] Permissible Locations. Wireless communications facilities must be located on property within the following zoning districts where permitted by right or as a conditional use and only in such location within that district and at a minimum height necessary to satisfy their function in the applicant's wireless communications system. The zoning districts in

which wireless communications facilities are permitted by conditional use are the BP and I-1 Districts. Wireless Communications Ffacilities are also permitted by right on Township- owned property in the C-2 District.

[ii] Maximum heights. No commercial communications antenna support structure serving a single provider shall be taller than 120 feet, measured from undisturbed ground level, unless the applicant proves that another provider of wireless communications services has agreed to collocate commercial communications antenna(e) on the applicant's commercial communications antenna support structure. In such case, the commercial communications antenna support structure shall not exceed 150 feet. No applicant shall have the right under these regulations to erect a tower to the maximum height specified, unless it proves the necessity for such height. The applicant shall demonstrate that the proposed height of the commercial communications antenna support structure and the commercial communications antennae intended to be attached thereto is the minimum height required to provide satisfactory service for wireless communications.

[b] Conditional Use Application ~~or Building Permit Application for Facilities Built on Township Owned Property in the C-2 District~~.

[i] Site plan. A site plan shall be submitted with the conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~ which shows all existing and proposed structures and improvements, including but not limited to the commercial communications antenna(e), commercial communications antenna support structure, building, fencing, landscaping, parking, ingress and egress. In addition, the site plan shall show each of the contiguous properties, identified by tax parcel number and owner, depicting all buildings and structures located on such properties and their principal and/or accessory uses. The plan shall comply with the requirements for a final plan as set forth in Chapter 205, Subdivision and Land Development.

[ii] Miscellaneous Information and Reports. The conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~ shall be accompanied by the following:

[a] A propagation study demonstrating that there is a substantial gap in coverage for the provider;

[b] A description of the type and manufacturer of the proposed transmission/radio equipment;

[c] A study demonstrating compliance with the noise standards in Section 240-24 of this chapter. In instances where there are multiple carriers or multiple equipment boxes proposed to be built on one site, the applicant must demonstrate that the cumulative noise from all carriers' equipment shall comply with the noise standards in this chapter;

[d] The name, address and contact information for the primary and secondary contact person responsible for the facility operation and maintenance;

[e] A report which addresses the potential impacts associated with constructing the facility and possible mitigation measures if negative impacts are expected to occur on surrounding properties;

[f] A report from a registered professional engineer that confirms that the radiofrequency emissions from the proposed facility will comply with the Federal Communications Commission standards;

[g] A certificate of insurance issued to the owner/operators, evidencing that there is or will be adequate current liability insurance in effect insuring against liability for personal injuries and death and property damage caused by the land site and the proposed facilities;

[h] A copy of the lease or other written agreement with the property owner confirming that Applicant has standing to file the application and maintain the proposed facility on the subject property.

[iii] Licensing and applicable regulations. If the applicant is a commercial wireless communications company, it must demonstrate that it is licensed by the Federal Communications Commission (FCC) and submit with the conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2~~

District copies of all FCC permits and licenses. All such information shall be accompanied by a certification signed by an officer of the applicant providing that, after due inquiry, the information being supplied is true and correct to the best of their knowledge, information and belief.

[iv] Section 106. The applicant shall provide proof to the Township that it has complied with Section 106 of the National Historic Preservation Act, 16 U.S.C. § 470f, as amended, and has reviewed the effects of the proposed wireless communications facilities on local historic resources that are included in or eligible for inclusion in the National Register of Historic Properties.

[v] Maintenance. During the conditional use hearing ~~or as part of the building permit application,~~ the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs and the traffic safety and noise impacts of such maintenance. If approved, the applicant shall be responsible for maintaining the commercial facility in the manner described in the hearing~~, or application as required by the Board as part of the conditional use approval~~.

[vi] Collocation. Prior to the Board's approval of a conditional use ~~or building permit for facilities built on Township owned property in the C-2 District~~ authorizing the construction and installation of a commercial communications antenna support structure (tower) it shall be incumbent upon the applicant to prove to the reasonable satisfaction of the Board that the applicant cannot adequately extend or infill its communications system by the use of equipment such as repeaters, antenna(e) and other similar equipment installed on existing structures, such as utility poles, existing commercial communications support structures, and other available tall structures. The applicant shall demonstrate that it has contacted the owners of structures of suitable location and height within a one-mile radius of the site proposed, has asked for permission to install the commercial communications antenna(e) on those structures and has been denied such permission. The Board of Supervisors may deny an application to construct a new commercial communications antenna support structure if the applicant has not made a good faith effort to mount the commercial communications antenna(e) on an existing structure as set forth in this ~~sub~~section.

[c] Building Permit Required. Upon approval of the conditional use application, the applicant shall apply for and obtain a building permit prior to the erection of the commercial communications support structure.

[i] Soil report. A soil report complying with the standards of Geotechnical Investigations, ANSI/EIA-222-E, as amended, shall be submitted to the Township Engineer to document and verify the design specifications of the foundation for the commercial communications antenna support structure, and anchors for the guy wires, if used.

[ii] Certification by engineer. Prior to the Township's issuance of a permit authorizing construction and erection of a commercial communications antenna support structure, a structural engineer registered in Pennsylvania shall issue to the Township a written certification of its ability to meet the structural standards offered by either the Electronic Industries Association or the Telecommunication Industry Association, and certify the proper construction of the foundation and the erection of the commercial communications antenna support structure.

[d] Wireless communications equipment building or pad. Either one single-story wireless communications equipment building not exceeding 500 square feet in area, or a concrete pad not exceeding 500 square feet in area that houses the equipment necessary for the proper functioning of the tower and commercial communications antenna(s) may be located on the property where the tower is located. This pad must be setback a minimum of ten feet from any property line and the combined height of the pad and any structures erected on such pad may not exceed eight feet. Each unrelated company sharing commercial communications antenna(e) space on the tower may have its own building or pad provided that the total area of all buildings or pads on the site shall not exceed 500 square feet, unless otherwise approved by the Board.

[e] Other facilities. With the exception of the wireless communications equipment building or pad housing the equipment necessary for the proper functioning of the tower and commercial communications antenna(s), all other uses ancillary to commercial communications antenna(s) and commercial communications antenna support structures, including but not limited to a business office, mobile telephone switching office, maintenance depot and vehicular storage area shall not be located on any land site, unless otherwise permitted by the applicable district regulations in which the site is located.

[f] Utilities. All utilities required for the facility shall be located underground.

[g] Setbacks from tower base. The minimum setback for the tower base shall comply with the minimum setbacks established for the zoning district in which the tower is located.

[h] Antenna support structure safety. The applicant shall demonstrate that the proposed commercial communications antenna(e) and commercial communications antenna support structure are designed and constructed in accordance with all applicable building standards for such facilities and structures, including but not limited to the standards developed by the Electronics Industry Association, the Institute of Electrical and Electronics Engineer, the Telecommunications Industry Association, the American National Standards Institute, the Electrical Industry Association and the Township's applicable Building Code. The applicant shall demonstrate that the proposed wireless communications facility is designed in such a manner so that no part of the facility will attract/deflect lightning onto adjacent properties.

[i] Fencing. A security fence having a minimum height of six (6) feet shall be required around the antenna support structure and other equipment.

[j] Landscaping. Unless prohibited by federal or state laws, the following landscaping shall be required to screen as much of a newly constructed commercial communications antenna support structure as possible. The Board of Supervisors may permit any combination of existing vegetation, topography, walls, decorative fences or other features instead of landscaping, if, in the discretion of the Board of Supervisors, they achieve the same degree of screening as the required landscaping.

[i] An evergreen screen shall be required to surround the commercial communications antenna support structure. The screen can be either a hedge planted three feet on center maximum or a row of evergreen trees planted 10 feet on center maximum. The evergreen screen shall be a minimum planted height of six feet at planting and shall be capable of growing to a minimum of 15 feet at maturity.

[ii] Existing vegetation on and around the land site shall be preserved to the greatest extent possible.

[iii] The landscaping shall be maintained by the applicant for as long as the facility is in operation.

[k] Design. In order to reduce the number of commercial communications antenna support structures in the Township in the future, the proposed commercial communications antenna support structure shall be designed to accommodate other potential communication users, including but not limited to

commercial wireless communication companies, local police, fire and ambulance companies.

[l] Proof of annual inspection.

[i] Annually, the owner of a commercial communications antenna support structure shall submit to the Township proof of the annual inspection of the commercial communications antenna support structure and commercial communications antenna(e) by an independent professional engineer as required by the ANSI/EIA/TIA-222-E Code. Based upon the results of such inspection, the Board of Supervisors may require removal or repair of the wireless communications facility.

[ii] In the event that the annual inspection referred to above is not performed in a timely manner or if the owner of the wireless communications facility fails to make the necessary repairs or to remove the facility when directed by the Board the owner shall be subject to civil enforcement proceedings in accordance with § 240-54.

[m] Required parking. If the wireless communication facility is fully automated, a minimum of two spaces shall be provided unless the applicant demonstrates to the satisfaction of the Board of Supervisors that adequate parking is available. If the wireless communication facility is not fully automated, the number of required parking spaces shall equal the number of employees present at the wireless communication facility during the largest shift.

[n] Visual appearance. Commercial communications antenna support structures shall be painted silver, or another color approved by the Board, or shall have a galvanized finish. All wireless communications equipment buildings and other accessory facilities shall be aesthetically and architecturally compatible with the surrounding environment and shall maximize the use of a like facade to blend with the existing surroundings and neighboring buildings to the greatest extent possible.

[o] Signs. No sign or other structure shall be mounted on the wireless communications facility, except as may be required by the FCC, FAA or other governmental agency.

[p] Lighting. Commercial communications antenna support structures shall meet all Federal Aviation Administration (FAA) regulations. No commercial communications antenna support structure may be artificially lighted except when required by the FAA or other governmental authority. When lighting is required by the FAA or other governmental authority, it shall be limited to the minimum lumens and number of lights so required and it shall be oriented inward so as not to project onto surrounding properties. The applicant shall promptly report any outage or malfunction of FAA mandated lighting to the appropriate governmental authorities and to the Township Secretary.

[q] Abandonment. If use of the wireless communications facility is abandoned, or if the wireless communications facility is not in use for a period of six months or longer, the owner shall demolish and/or remove the wireless communications facility from the land site within six months of such abandonment and/or nonuse. All costs of demolition and/or removal shall be borne by the owner of the wireless communications facility. In the event that the demolition and/or removal referred to above is not performed in a timely manner, the owner shall be subject to civil enforcement proceedings in accordance with § 240-54C.

[r] Interference. In the event that the wireless communications facility causes interference with the radio or television reception of any Township resident for a period of three continuous days, the resident shall notify the applicant of such interference and the applicant, at the applicant's sole expense, shall thereafter ensure that any interference problems are promptly corrected. In the event that the interference is not corrected in a timely manner, the applicant shall be subject to the civil enforcement proceedings in accordance with § 240-54C.

[s] Annual report. In January of each year, the owner of any wireless communications facility shall pay the registration fee as established from time to time by resolution of the Board of Supervisors and shall provide the Township with the following information.

[i] The names and addresses of the owner of the wireless communications facility and any organizations utilizing the wireless communications facility and telephone numbers of the appropriate contact person in case of emergency.

[ii] The name and address of the property owner on which the wireless communications facility is located.

[iii] The location of the wireless communications facility by geographic coordinates, indicating the latitude and longitude.

[iv] Output frequency of the transmitter.

[v] The type of modulation, digital format and class of service.

[vi] Commercial communications antenna(e) gain.

[vii] The effective radiated power of the commercial communications antenna(e).

[viii] The number of transmitters, channels and commercial communications antenna(e).

[ix] A copy of the owner's or operator's FCC authorization.

[x] Commercial communications antenna(e) height.

[xi] Power input to the commercial communications antenna(e).

[xii] Distance to nearest base station.

[xiii] A certification signed by an officer of the applicant that the wireless communications facility is continuing to comply with this chapter and all applicable governmental regulations, including but not limited to output and emission limits established by the FCC.

[xiv] A certificate of insurance issued to the owner/operators, evidencing that there is adequate current liability insurance in effect insuring against liability for personal injuries and

death and property damage caused by the land site and the wireless communications facilities.

[xv] Changes occurring with respect to any of the information required above shall be reported to the Township, in writing, within 10 days of the effective date of such changes. The failure to supply the annual report by the close of January shall result in the issuance of an enforcement notice in accordance with § 240-54.

[3] Standards for commercial communications antenna erected on an existing structure. In all ~~those~~ zoning districts ~~where commercial communications antenna(e) and commercial communications antenna support structures are not permitted by conditional use~~, an applicant may, upon conditional use approval being granted by the Board, locate commercial communications antenna and their support members (but not a commercial communications antenna support structure) on an existing smoke stack, utility pole, water tower, commercial or industrial building or any similar tall structure pursuant to the requirements in this Section 240-31.C(3)(h)[3]. All applicants seeking to construct, erect, relocate or alter a commercial communications antenna on an existing structure shall comply with the following regulations. A written narrative that addresses how the applicant will meet each of the regulations listed below shall be submitted with the conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~.

[a] Location and height.

[i] The commercial communications antenna must be located on an existing structure. For purposes of this Subsection, in order to constitute an existing structure, the structure must be one that was constructed and/or erected prior to April 7, 1998.

[ii] Steeple exception to existing structure requirement. The applicant may, upon conditional use approval being granted by the Board of Supervisors, install a commercial communications antenna in any zoning district, in accordance with the provision of this section provided the commercial communications antenna shall be located entirely within a steeple located on a place of worship and no portion of the antenna shall be visible from the outside.

[iii] Limitations on Height. In no event shall mounted commercial communications antenna(e) extend more than 25 feet above the height of the existing structure. The applicant shall demonstrate that the proposed height of the commercial communications antenna is the minimum height

required to provide satisfactory service for wireless communications.

[b] Conditional Use.

[i] Site plan. A site plan shall be submitted with the conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~ which shows all existing and proposed structures and improvements, including but not limited to the commercial communications antenna(e), the existing structure to which the commercial communications antenna(e) will be attached, building, fencing, landscaping, parking, ingress and egress. In addition, the site plan shall show each of the contiguous properties, identified by tax parcel number and owner, depicting all buildings and structures located on such properties and their principal and/or accessory uses. The plan shall comply with the requirements for a final plan as set forth in Chapter 205, Subdivision and Land Development.

[ii] Miscellaneous Information and Reports. The conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~ shall be accompanied by the following:

[a] A propagation study demonstrating that there is a substantial gap in coverage for the provider;

[b] A description of the type and manufacturer of the proposed transmission/radio equipment;

[c] A study demonstrating compliance with the noise standards in Section 240-24 of this chapter. In instances where there are multiple carriers or multiple equipment boxes proposed to be built on one site, the applicant must demonstrate that the cumulative noise from all carriers' equipment shall comply with the noise standards in this chapter;

[d] The name, address and contact information for the primary and secondary contact person responsible for the facility operation and maintenance;

[e] A report from a registered professional engineer that confirms that the radiofrequency emissions from the proposed facility will comply with the Federal Communications Commission standards.

[f] A certificate of insurance issued to the owner/operators, evidencing that there is or will be adequate current liability insurance in effect insuring against liability for personal injuries and death and property damage caused by the land site and the proposed wireless communications facilities;

[g] A copy of the lease or other written agreement with the property owner confirming that Applicant has standing to file the application and maintain the proposed facility on the subject property.

[iii] Licensing and applicable regulations. If the applicant is a commercial wireless communications company, it must demonstrate that it is licensed by the Federal Communications Commission (FCC) and submit with the conditional use application ~~or the building permit application for facilities built on Township owned property in the C-2 District~~ copies of all FCC permits and licenses. All such information shall be accompanied by a certification signed by an officer of the applicant providing that, after due inquiry, the information being supplied is true and correct to the best of their knowledge, information and belief.

[iv] Section 106. The applicant shall provide proof to the Township that it has complied with Section 106 of the National Historic Preservation Act, 16 U.S.C. § 470f, as amended, and has reviewed the effects of the proposed wireless communications facilities on local historic resources that are included in or eligible for inclusion in the National Register of Historic Properties.

[v] Maintenance. During the conditional use hearing ~~or as part of the building permit application,~~ the applicant shall describe anticipated maintenance needs, including frequency of service, personnel needs, equipment needs and the traffic safety and noise impacts of such maintenance. If approved, the applicant shall be responsible for maintaining the commercial communications antenna(e) in the manner described in the hearing ~~or application~~ or as required by the Board as part of the conditional use approval.

[c] Building Permit Required. Upon approval of the conditional use application the applicant shall apply for and obtain a building permit prior to the erection of the commercial communications antenna on an existing structure. Prior to the Township's issuance of a permit authorizing construction and erection of a commercial

communications antenna, a structural engineer registered in Pennsylvania shall issue to the Township a written certification that confirms that the existing structure can support the load of the proposed antenna and all cables associated therewith.

[d] Wireless communications equipment. A concrete pad not exceeding 10 feet by 20 feet in area that contains up to three metal boxes housing the equipment necessary for the proper functioning of the antenna may be located on the property where the commercial communications antenna will be located. This pad must be setback a minimum of ten feet from any property line and the combined height of the pad and boxes may not exceed eight feet. Each unrelated company having an antenna on the existing structure may have its own concrete pad provided that the total area of all pads for all carriers located on the structure shall not exceed 500 square feet, unless otherwise approved by the Board.

If the commercial communications antenna is installed on an existing utility pole, the Board may authorize the installation of one or more cabinets on the utility pole upon which the antenna(s) is located. The cabinets shall be located at the maximum height allowed by the owner of the utility pole, however, in no case shall the bottom of any cabinet be less than eight feet above ground level. The Board shall approve the color, size and orientation of the cabinet(s) on the pole.

[e] Other facilities. With the exception of the wireless communications equipment pad housing the equipment necessary to the proper functioning of the commercial communications antenna(s), all other uses ancillary to commercial communications antenna(s), including but not limited to a business office, mobile telephone switching office, maintenance depot and vehicular storage area shall not be located on any land site, unless otherwise permitted by the applicable district regulations in which the site is located.

[f] Utilities. All utilities required for the antenna and associated ground equipment shall be located underground.

[g] Required parking. If the wireless communication antenna is fully automated, a minimum of two spaces shall be provided unless the applicant demonstrates to the satisfaction of the Board of Supervisors that adequate parking is available. If the wireless communication antenna is not fully automated, the number of required parking spaces shall equal the number of employees present at the wireless communication antenna during the largest shift.

[h] Safety of Antenna. The applicant shall demonstrate that the proposed commercial communications antenna(e) are designed and constructed in accordance with all applicable building standards for such facilities and structures, including but not limited to the standards developed by the Electronics Industry Association, the Institute of Electrical and Electronics Engineer, the Telecommunications Industry Association, the American National Standards Institute, the Electrical Industry Association and the Township's applicable Building Code. The

applicant shall demonstrate that the proposed wireless communications facility is designed in such a manner so that no part of the facility will attract/deflect lightning onto adjacent properties.

[i] Fencing. A security fence having a minimum height of six (6) feet shall be required around the equipment buildings or pads.

[j] Landscaping. Unless prohibited by federal or state law, the following landscaping shall be required to screen the equipment building or pads. The Board of Supervisors may permit any combination of existing vegetation, topography, walls, decorative fences or other features instead of landscaping, if, in the discretion of the Board of Supervisors, they achieve the same degree of screening as the required landscaping.

[i] An evergreen screen shall be required to surround the equipment building or pad. The screen can be either a hedge planted three feet on center maximum or a row of evergreen trees planted 10 feet on center maximum. The evergreen screen shall be a minimum planted height of six feet at planting and shall be capable of growing to a minimum of 15 feet at maturity.

[ii] Existing vegetation on and around the land site shall be preserved to the greatest extent possible.

[iii] The landscaping shall be maintained by the applicant for as long as the facility is in operation.

[k] Proof of annual inspection.

[i] Annually, the owner of a commercial communications antenna shall submit to the Township proof of the annual inspection of the commercial communications antenna by an independent professional engineer as required by the ANSI/EIA/TIA-222-E Code. Based upon the results of such inspection, the Board of Supervisors may require removal or repair of the wireless communications facility.

[ii] In the event that the annual inspection referred to above is not performed in a timely manner or if the owner of the antenna fails to make the necessary repairs or to remove the antenna when directed by the Board, the owner shall be subject to civil enforcement proceedings in accordance with § 240-54.

[l] Lighting. Commercial communications antenna shall meet all Federal Aviation Administration (FAA) regulations. No commercial communications antenna may be artificially lighted except when required by the FAA or other governmental authority. When lighting is required by the FAA or other governmental authority, it shall be limited to the minimum lumens and number of lights so required and it shall be oriented inward so as not to project onto surrounding properties. The applicant shall promptly report any outage or malfunction of FAA mandated lighting to the appropriate governmental authorities and to the Township.

[m] Abandonment. If use of the wireless communications antenna is abandoned, or if the wireless communications antenna is not in use for a period of six months or longer, the owner shall remove the wireless communications antenna from the existing structure within six months of such abandonment and/or nonuse. All costs of demolition and/or removal shall be borne by the owner of the wireless communications antenna. In the event that the demolition and/or removal referred to above is not performed in a timely manner, the owner shall be subject to civil enforcement proceedings in accordance with § 240-54C.

[n] Interference. In the event that the wireless communications antenna causes interference with the radio or television reception of any Township reside``nt for a period of three continuous days, the resident shall notify the applicant of such interference and the applicant, at the applicant's sole expense, shall thereafter ensure that any interference problems are promptly corrected. In the event that the interference is not corrected in a timely manner, the applicant shall be subject to the civil enforcement proceedings in accordance with § 240-54C.

[o] Visual appearance. All wireless communications equipment buildings and other accessory facilities shall be aesthetically and architecturally compatible with the surrounding environment and shall maximize the use of a like facade to blend with the existing surroundings and neighboring buildings to the greatest extent possible.

[p] Annual report. In January of each year, the owner of any wireless communications antenna shall pay the registration fee as established from time to time by resolution of the Board of Supervisors and shall provide the Township with the information specified in Section 240-31(h)[2][s]. Failure to supply the annual report by the close of the following January shall result in the issuance of an enforcement notice in accordance with Section 240-54.

[q] Signs. No sign or other structure shall be mounted on the wireless communications antenna, except as may be required by the FCC, FAA or other governmental agency."

SECTION 34. 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 45. 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 56. 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

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **Post Retirement Medical Benefits** No: ADM 11-16

List Date: **2/17/2011** Completed Date:

Description: Determine how to finance Post Retirement Medical Benefits for WEGO

Date	Action
6/7/2011	We can utilize the same process that the Police Commission uses. The Commission currently deposits $66,000 a year to this fund. You just need to create by resolution a separate fund that would be held in East Goshen Township's name. . The question is "how much do you want to deposit to the fund. annually?". We are responsibile for ~56% of the liability.
. 6/14/11	**We had a report done as of the end of 2010. Te Commission's liability as of 12/31 is $5,111,714. We are currently pay. We would need to contribute 56% of $852,849 if we wanted to satisify the liability in 10 years, 56% of $599,80 if we wanted to satisfy it in 20 years and 56% of $520,652 if we went with 30 years.**

Rick Smith

From: tanderson@tja-inc.com
Sent: Friday, June 10, 2011 10:21 AM
To: rsmith@eastgoshen.org
Subject: Fw: RE: Post Employment Medical - Westtown Police

Rick,

See the actuary's responce below. Does this help you?

Tom

----- Original Message -----
From: Lynn@beyerbarber.com
To: tanderson@tja-inc.com
Sent: 6/10/11 9:56 AM
Subject: RE: Post Employment Medical - Westtown Police

Tom,

As you will recall, the most recent report we provided for Westtown East Goshen Police Commission was not a GASB 45 report. Per the auditor and you, the Commission is not a government entity and therefore not required to disclose GASB 45 on its financials. Instead we provided a "simpler" report in an attempt to show what they would need to set aside if they wanted to pre-fund the liability. Anyway, having said that, the following should answer their questions:

The "Total Annual Cost" is what it would cost per year to pre-fund the liability. They already pay the "Portion Credited for Premiums Paid on an Age-Adjusted Basis" when they make their premium payments each month to pay for current benefits and retirees. The "Additional Employer Contribution to Satisfy Total Annual Cost" is the additional amount they would need to set aside each year in order to fully fund the liability. So, in other words, it appears that your client's understanding is correct. All they need to decide is whether they want to take 10, 20 or 30 years to do it.

I hope that helps.

Thanks,

Lynn C. Cornish

Actuarial Analyst

Health & Welfare Dept.

WESTTOWN-EAST GOSHEN
REGIONAL POLICE COMMISSION
POST-EMPLOYMENT
HEALTH & WELFARE PLAN

OTHER POST-EMPLOYMENT BENEFITS
LIABILITY DISCLOSURE
FOR CALENDAR YEAR 2010

REPORTING OF
POST-EMPLOYMENT BENEFIT LIABILITY
FOR POST-EMPLOYMENT BENEFITS OTHER THAN PENSION

BEYER-BARBER COMPANY
Employee Benefit and
Actuarial Consultants
1136 Hamilton Street
Allentown, PA 18101
December 29, 2010

BEYER-BARBER COMPANY

1136 HAMILTON STREET, SUITE 103
ALLENTOWN, PENNSYLVANIA 18101

PHONE 610-435-9577
FAX 610-435-2663
E-MAIL info@beyerbarber.com

December 29, 2010

Ms. Kathy Brill
Westtown East Goshen Regional Police Commission
1081 Wilmington Pike
West Chester, PA 19382

RE: Post-Employment Benefits Other Than Pension

Dear Ms. Brill,

Beyer-Barber Company (BBCO) initially provided Westtown-East Goshen with a GASB 45 disclosure of liabilities relating to post-employment benefits other than pensions as of a January 1, 2008 measurement date. The Commission has subsequently asked us to develop another GASB 45 valuation as of a January 1, 2010 valuation date. Upon discussion with the Commission's auditor as well as Tom Anderson from Thomas J. Anderson & Associates, Inc., it has been brought to our attention that the Commission is not a government entity and therefore is not required to disclose GASB 45 liabilities on its financials. As such, we have not provided this valuation of post-employment benefits in a strict GASB 45 format.

The following report provides a valuation of the same post-employment benefits other than pension that a GASB 45 report would also provide. The only difference is the manner in which the results are presented. BBCO believes that this report will provide easier to understand estimates of the annual cost under three (3) different funding periods. The different funding periods are 10, 20 and 30 years.

We have made these determinations under the presumption that the Westtown-East Goshen Regional Police Commission will continue to provide post-employment health and welfare benefits. Were the Fund to terminate, different actuarial assumptions and other factors might be applicable in determining the post-employment benefit liability. Should the Commission have the right to terminate the retiree health coverage at any time, any actuarial figures provided herein should not be taken to imply a legal obligation to pay benefits.

If you have any questions concerning this report, please contact our office.

Sincerely,

Randee W. Sekol, EA, MAAA, FCA
CEO and Chief Actuary

Cc: Thomas J. Anderson

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SECTION 1

GENERAL

Background

In 2004, the Government Accounting Standards Board (GASB) issued a new set of accounting rules known as Statements 43 and 45. These new rules pertain to the measurement and reporting of the cost of "Other Post-Employment Benefits" (OPEB) for public sector employers. OPEB includes benefits other than pension that are provided to retirees including medical, prescription drug, dental, vision, hearing, death benefits, long term care, and any payments made to the retiree that are to be used for such coverage. In the past, government employers have traditionally accounted for these benefits by reporting the cost of the benefit in the year it was actually paid.

These new GASB Statements require the use of accrual based accounting methods for disclosure of liabilities relating to post-employment benefits other than pensions on the financial statements of the plan (GASB 43) (if an irrevocable trust has been established) and on the financial statements of the government entity (GASB 45). This accrual based accounting recognizes costs when an employee earns a benefit, not when the benefit is actually paid. While pre-funding of these benefits is preferable, the Statements do not require it. They only require disclosure of the liabilities on an accrued basis if the benefits are not fully funded.

Since Westtown-East Goshen Regional Police Commission is not a municipality or municipal entity, it is not required to disclose such liability on its financials. However, the Police Commission does provide other post-employment benefits to its current and future retirees, and as such a liability does exist and continued funding should be considered.

Explicit Versus Implicit OPEB Costs

An OPEB liability consists of both explicit and implicit costs. The explicit costs of an OPEB plan are obvious and straight forward. These costs are represented by the premiums (if fully insured) or claim costs (if self-insured) that the plan sponsor actually pays for retirees, their family members and beneficiaries/survivors.

However, there is also an implicit cost/subsidy in most health and welfare plans that is not as obvious as the explicit costs. Implicit costs are created when the premium rates (or budgeted premiums for a self-insured plan) are determined based upon the combined demographics of the active and retiree populations. The rates that are charged to the retirees are actually lower than the rates that would have been charged if the retiree group was rated separately. This is because the retiree group has a higher average age and higher medical costs than the overall combined population.

To measure this implicit cost, the projected OPEB benefits payable to a retiree must be based on age adjusted premiums or claim amounts. This is done by calculating the average age of the population for an applicable premium or claim amount and charging the actual premium/claim to that age. We then apply age factors to reflect lower costs for younger participants and higher costs for older participants.

SECTION 2

VALUATION RESULTS

The following exhibit shows key valuation results for the employees and retirees of the Westtown-East Goshen Regional Police Commission that receive post-employment health and welfare benefits assuming three alternative funding periods. The possible funding periods are 10, 20 and 30 years.

The Commission has chosen to partially fund the OPEB liability by depositing monies into a separate, irrevocable trust that may not be used for any purpose other than providing benefits to retirees in accordance with the plan. In addition, the trust is legally protected from creditors of both the employer and plan administrator, if any. As a result, we were able to assume a 4.5% discount rate in valuing the liability.

WESTTOWN-EAST GOSHEN REGIONAL POLICE COMMISSION

OTHER POST-EMPLOYMENT BENEFITS ACTUARIAL VALUATION RESULTS AS OF JANUARY 1, 2010

	10-Year Funding	20-Year Funding	30-Year Funding
Number of Participants Covered			
Active Participants	28	28	28
Retired Participants	6	6	6
Total Participants	34	34	34
Actuarial Present Value of Projected Benefits	$7,877,048	$7,877,048	$7,877,048
Actuarial Accrued Liability	$5,177,714	$5,177,714	$5,177,714
Actuarial Value of Assets	$66,000	$66,000	$66,000
Unfunded Actuarial Accrued Liability (UAAL)	$5,111,714	$5,111,714	$5,111,714
Annual Required Contribution of the Employer			
Normal Cost	$274,077	$274,077	$274,077
Amortization of UAAL *	618,194	376,047	300,302
Interest	40,152	29,256	25,847
Total Annual Cost	$932,423	$679,379	$600,226
Portion Credited for Premiums Paid on an Age-Adjusted Basis	$79,574	$79,574	$79,574
Additional Employer Contribution to Satisfy Total Annual Cost	$852,849	$599,805	$520,652

* The UAAL is amortized as a level dollar amount assuming a 4.5% discount rate.

56% is $477,595 $335,891 $291,565

SECTION 3

ACTUARIAL ASSUMPTIONS & METHODS

This section reflects the actuarial assumptions that have been used to make the determination of liabilities which are the basis of the actuarial disclosure information shown in Section 2 of this report. Where appropriate, we stayed consistent with the pension valuation actuarial assumptions. Note that these actuarial assumptions are effective as of the January 1, 2010 Measurement Date and may be changed for future Measurement Dates.

An actuarial valuation measures the program's funded status and annual funding of accounting costs based on the assumptions and methods selected. The funded status compares the assets held in a segregated irrevocable trust to Actuarial Accrued Liabilities, and the Annual Required Contribution represents the Normal Cost plus an amortization of the Unfunded Actuarial Accrued Liability adjusted for interest.

In the valuation process, certain economic and demographic assumptions are made relating to the projection of benefits, as well as the timing and duration of benefits. The stream of expected projected benefits is discounted to a present value as of the valuation date. The present value is then spread over past service (actuarial accrued liability) and service for the current year (normal cost) based on the chosen cost method.

Measurement Date

January 1, 2010

Actuarial Cost Method

Actuarial costs can be developed using any one of six different methods. The results in this report are based on the Entry Age Normal Cost Method. This cost method effectively spreads liabilities over the future working lifetime of active participants as a level percentage of payroll.

Discount Rate

The discount rate is based upon the funding method that the sponsor employs. When a pay-as-you-go method is used, benefits are expected to be paid out of the general fund of Westtown-East Goshen Regional Police Commission, which is expected to earn approximately 4.0% on short-term investments. Under a partial funding scenario, it is assumed that Westtown-East Goshen Regional Police Commission would contribute additional monies over the pay-as-you-go costs, and can support a discount rate of between 4.0% and 7.0% depending upon the amount of additional monies contributed. This can be achieved only if a separate trust is developed that is earmarked solely for retiree healthcare benefits. In a fully funded plan, this trust would have sufficient assets to invest in an equity-fixed income diversified portfolio and is assumed to earn approximately 7.0%. Since the Commission has chosen to contribute an additional $66,000 per year over the pay-as-you-go costs, we were able to assume a 4.5% discount rate.

SECTION 3 (CONTINUED)

ACTUARIAL ASSUMPTIONS & METHODS

Healthcare Cost Trends

Medical and prescription drug cost trend rate is assumed to be 9% in the first year, reduced by 0.5% per year thereafter to an ultimate level of 5%.

Mortality

1992 Railroad Board Mortality Table for Males with Female Age Set Back 5 Years.

Retirement

Due to the DROP feature of the pension plan, retirement is assumed at age 53 with 28 years of service. If 28 years of service is not attained by age 53, then retirement is assumed when the employee attains 28 years of service after age 53.

Disability	Age	Rate
	50 – 59	20%
	60	100%

Withdrawal

None Assumed.

Salary Scale

3% per annum for wage inflation and 2% for merit increases for a total of 5%.

Participation

65% of retirees and spouses who are eligible to participate are assumed to do so.

Marriage

80% of all future retirees are assumed to be married.

Age

Female spouses of future retirees are assumed to be 3 years younger than male spouses.

SECTION 4

SUMMARY OF PARTICIPANT DATA
AS OF JANUARY 1, 2010

A. Summary of Lives

1. Active Lives	
a. Fully Eligible	1
b. Not Fully Eligible	27
c. Total Active Lives	28
2. Retired Lives	6
3. Total Lives	34

B. Other Participant Data

1. Avg. Svc. to Full Eligibility	8.4 yrs.
2. Avg. Svc. to Assumed Retirement Age	12.0 yrs.

SECTION 5

SALIENT FEATURES OF
WESTTOWN-EAST GOSHEN REGIONAL POLICE COMMISSION
HEALTH & WELFARE FUND
POST-EMPLOYMENT BENEFIT PROVISIONS

The attached exhibit of salient features of the substantive plan reflects our understanding of the eligibility and benefit features offered to uniformed employees of Westtown-East Goshen Regional Police Commission via the postretirement health and welfare benefit provisions. Our understanding of plan features is based upon documents provided by Westtown-East Goshen Regional Police Commission, as well as responses to our questions provided by Commission staff. Keep in mind that this exhibit reflects eligibility and benefits for future retirees and not necessarily for current retirees, as the current retirees may have been provided different post-employment benefits.

WESTTOWN-EAST GOSHEN REGIONAL POLICE COMMISSION

SALIENT FEATURES OF POST-EMPLOYMENT BENEFITS & ELIGIBILITY
AS OF JANUARY 1, 2010

Eligibility	Minimum of age 50 and 25 years of service.
Coverage	Medical and Rx coverage same as active for the retiree and spouse. No dental or vision. Coverage ends at age 65 or Medicare eligibility, whichever comes first. Medical and prescription drug coverage is defined as Personal Choice Flex PPO.
Other Available Coverage	If the retiree has coverage available through an alternate source (i.e. other employment or through a spouse), the retiree is required to accept such coverage. However, Westtown-East Goshen shall reimburse any out-of-pocket expenses realized that would not have been realized had the retiree or spouse been a recipient of the Westtown-East Goshen medical and Rx benefits.
Retiree Contribution	None
Spousal Coverage	Yes
Dependent Child Coverage	Westtown-East Goshen does not pay for retiree dependent coverage. However, if the retiree wishes, he may purchase dependent coverage through Westtown-East Goshen.
Retiree Survivor Benefits	Yes until age 65 or Medicare eligibility, whichever comes first.
Active Survivor Benefits	If an Active police officer dies while on duty, medical, Rx, dental and vision coverage will be provided to the spouse until remarriage, death or Medicare eligibility, whichever comes first. Dependent children of the deceased officer shall receive benefits until age 18 or 23, if the child is a full-time student.
Life Insurance	$62,500 for Life