

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
August 30, 2011 – 7:00pm
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Don McConathy, and Supervisors Marty Shane, Carmen Battavio and Thom Clapper. Also present were Township Manager Rick Smith, Brian McCool (Finance Dept), Director of Recreation Frank Vattilano; and Ruth Scadding, Phyllis Marron, Bob Huebner, Erich Meyer and Heidi Lynn Karpa (Park & Rec).

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm. He asked Jeremy Gerrard of the *Daily Local News* to lead everyone in the Pledge of Allegiance.

Moment of Silence

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

Recording of Meeting

No one indicated they would be recording the meeting.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Senya announced that the Board met in Executive Session on August 23 to discuss a personnel matter.

Financial Report

Brian McCool provided a financial update to the Board, and reported a favorable budget variance of \$299,068 for the year to date as of July 31.

Park & Rec Report on TAG Recommendations

The Park & Rec Board (P&R) discussed their August 23 report on the TAG Recommendations with the Board. The key comments were captured as follows.

#30 Self-Sustaining P&R Programs

Ruth noted that P&R is striving to have all programs become self-sustaining. Marty said P&R needs to develop a plan, with a timeline, showing how they expect to be able to reach this goal. A five-year plan would be good. The BOS needs this information as quickly as possible for budgeting purposes. Don suggested P&R use the information in the current Township Budget (P&R Expenses and Revenues) as a starting point.

Marty said P&R needs to do everything possible to increase participation in events, and not just assume they have to raise rates and fees. Senya said P&R needs to actively seek out other

sources of revenue to come through the Township 501(c)(3) besides just the Farmers' Market. For example, Marty suggested P&R send out letters to past event sponsors as quickly as possible.

Ruth noted that money raised at the upcoming Harvest Festival will be put toward other P&R programs, not just the festival itself. Marty asked P&R to provide him with a copy of the budget for the event. Rick told him the information is already contained in Deb Beury's budget.

#31 Institute P&R Sponsoring Programs

Don advised P&R to check with Accounting to make sure all the pledges and sponsorship funds they expected have actually come in.

Bob Huebner is working on a Field Sponsorship program as a way to generate extra revenue.

#32 Formalize and Expand Relationship with the YMCA

P&R plans to discuss this issue at their next meeting on September 1. The YMCA is interested in using the Township Park for their summer camp program for 10-11 weeks from June to August. Ruth noted the YMCA would only be permitted to use 3 of the 4 tennis courts, leaving one free for residents. Thom said the soccer fields are usually allowed to rest during the summer, and asked P&R to consider any extra maintenance fees that will be incurred by the Township to prepare the fields for fall use. Don said he would like the BOS to approve the final agreement with the YMCA. Ruth assured him they plan to keep the BOS in the loop.

#33 Concession Stand at East Goshen Park

Thom noted that this matter has been in discussion since February. The Township has lost the revenue it could have made over the summer. Senya said P&R should contact the people who have expressed interest in being vendors as quickly as possible. Carmen reminded them to get in touch with his contact John Leary. Marty suggested they contact the Chester County Little League as they have experience with food vending. Carmen said he agreed with P&R that it would be best to start out with a mobile vendor.

#35 Online Registrations

Marty suggested staff check with other Townships to see if they offer online registrations and how they go about it. Heidi said the cost for credit card transactions can be pricey, but Pay Pal might be an option to explore.

#36 Social Network

Heidi provided each Supervisor with a handout she created about developing a Township and P&R communications plan involving social media. She offered to meet with the BOS in a special meeting to discuss this in more depth.

37 Program Partnerships

P&R offered an Eagles camp program but no residents signed up, probably due to the cost. In September P&R will be notified if they will get a DCNR Mowing to Meadows grant, but it is not clear how much grant money is in play.

Senya thanked the P&R members for coming to the meeting.

Summer Camp Report

Rick summarized the report he created with Frank's input. Marty said that Hershey's Mill, etc. should not be included as households next time the participation rate is calculated.

Resolution 2011-105, Update Revision to Official Sewage Facilities Plan

Marty moved to adopt Resolution 2011-105 and submit to PADEP the update revision to the Township's Official Sewage Facilities Plan. Don seconded the motion. There was no discussion or public comment. The motion passed unanimously.

Any Other Matter

Street Signs – Don said he heard that municipalities are definitely no longer required by the federal government to update all street signs.

Yard Waste Pickup – Rick reported it would cost the Township approximately \$11,000 to have an extra yard waste pickup to collect hurricane debris. After discussion the Board agreed not to schedule an extra yard waste pickup because it would not be possible to communicate the information in a timely manner to the residents. By the time the residents are informed it will be time for the next regularly scheduled pickup. The Board then discussed the current yard waste pickup schedule. Rick will get some quotes from the trash hauler that would allow for additional pickups in 2012.

Public Comment: Erich Meyer, Monte Vista Drive – Said that West Goshen is having an extra pickup on September 3, and apparently they communicated with their residents through the county phone communication system. Erich commented that he likes that East Goshen allows residents to put out an unlimited amount of yard waste.

A Builder's Comments about East Goshen – Thom said he spoke with a builder recently who told him it's a pleasure for him to do business in East Goshen, unlike some other Townships.

Emergency Services – Carmen, the Emergency Services liaison to the Board, gave an update on the weekend's Emergency Services activities related to Hurricane Irene.

Hershey Mill Dam

Senya reported the dam sustained some minor damage from Hurricane Irene, and said the Township might want to again consider taking down the trees. Rick said he will get some quotes for tree removal.

Review of Minutes

The Board reviewed the draft minutes of August 23 and had no changes. Thom moved to accept the minutes. Carmen seconded the motion. There was no discussion or public comment. The motion passed unanimously with two abstentions (Marty and Don).

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for August 25, 2011. The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of August 25 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to

authorize payment of the invoices just reviewed. Don seconded the motion. There was no discussion and no public comment. The Board voted unanimously to approve the motion.

Action List

TAG Action List – The Board reviewed the updated list.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Letter from residents Marcia & Frank Schiavo praising Frank Vattilano and the Recreation Camp Program.
- Letter from PADEP regarding the former McGinty's Nursery location stating that remediation is now complete for this site.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment Period

Resident Shirley Fox said she is very pleased with the level of service from the current trash hauler. She asked why the directional signs for the new sewer plant are still up now that construction is complete. She expressed her desire for the Township to have a path installed on Line Road and noted the path was included in the approved plans for Applebrook.

Adjournment

There being no further business, the meeting was adjourned at 9:02pm.

Executive Session

The Board met in Executive Session until 9:20 pm to discuss personnel and legal matters.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

August 25, 2011

TREASURER'S REPORT
2011 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$927.53
Earned Income Tax	\$31,072.61
Local Service Tax	\$11,200.00
Transfer Tax	\$0.00
General Fund Interest Earned	\$0.00
Total Other Revenue	\$5,787.00
Total Receipts:	\$48,987.14

Accounts Payable	\$59,204.61
<u>Electronic Pmts:</u>	
Health Insurance	\$0.00
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$42,000.00
Total Expenditures:	\$101,204.61

STATE FUND

Interest Earned	\$0.00
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Expenditures:	\$0.00
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CAPITAL RESERVE

Interest Earned	\$0.00
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Expenditures:	\$0.00
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TRANSPORTATION FUND

Interest Earned	\$0.00
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Expenditures:	\$0.00
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SEWER OPERATING

Receipts	\$126,261.94
Interest Earned	\$0.00
Total Sewer:	\$126,261.94

Accounts Payable	\$8,179.85
Debt Service	\$0.00
Transfer to M.A.	\$5,000.00
Total Expenditures:	\$13,179.85

REFUSE

Receipts	\$34,072.43
Interest Earned	\$0.00
Total Refuse:	\$34,072.43

Expenditures	\$5,576.57
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SEWER CAPITAL RESERVE

Receipts	\$0.00
Interest Earned	\$0.00
Total Sewer Capital Reserve	\$0.00

Expenditures	\$0.00
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