

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
December 13, 2011 – 6:30pm
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Don McConathy and Supervisors Carmen Battavio, Marty Shane and Thom Clapper. Also present were Township Manager Rick Smith, Deb Beury & Brian McCool (Finance Department), Chuck Proctor (Supervisor-Elect), Erich Meyer & Phyllis Marron (Park & Rec), Kathryn Yahraes (Historical Commission) and Jim McRee (Deer Committee and Planning Commission). Derek Davis, assistant to State Rep. Dan Truitt, was also present.

Executive Session

The Board met in Executive Session from 6:30pm to 7:05pm to conduct ABC interviews.

Call to Order & Pledge of Allegiance

Senya called the public meeting to order at 7:08pm. He asked Derek Davis to lead everyone in the Pledge of Allegiance.

Moment of Silence

Carmen called for a moment of silence to honor the troops.

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 December 6 to discuss a personnel matter; they met earlier this evening in Executive Session to conduct ABC interviews; and they would meet in Executive Session again after the meeting to discuss a personnel matter.

Finance Report

Deb Beury and Brian McCool reviewed the 2012 General Fund.

Deb noted that the projected deficit for the 2012 General Fund has been changed to \$216,821 which is \$530,817 less than was projected back on November 1. The favorable difference is mostly due to a reduction in expenses.

Public Comment: Neil DeRiemer, Hershey Mill Road – Asked if the debt is included in the General Fund and Deb told him yes. Mr. DeRiemer asked what is the Township's total debt. Deb did not have the exact figure but told him she would check and let him know. [Note: Before the end of the meeting Brian McCool came back and reported that as of October 25 the total debt for the Township was \$15,088,000.]

Public Comment: Jim Faunce, King George Court – Asked if the Defined Pension contribution is completely state-funded and Rick said for the most part, yes. Mr. Faunce then had a question about how the Post-Retirement Medical Benefits Fund for the police is set up, which Marty answered. Mr. Faunce asked how long the police contract runs and Marty said the current contract expires in 2013. Mr. Faunce then asked what would happen to the pension obligations if the Township decides to go over to the State Police. Marty said those obligations would still be there but the Township's costs for police service would decrease dramatically. He noted that the police service level would also drop, however.

Don noted there is a \$75K surplus projected for the end of the year which shows the Township is managing to keep costs under control.

The Board discussed whether to include the cost for the Compensation & Benefits Analysis in the 2012 budget. Marty suggested adding it as a line item and using an estimated cost of \$25K. Carmen said he agreed with that. The Board then discussed whether to put funding for the alarm system for the Plank House and Blacksmith Shop in the budget but no decision was made. They also discussed the amount to transfer from Capital Reserve to the General Fund for past expenses for the Hershey Mill Dam. Deb said the Finance Department plans to transfer \$85K and it will be reflected in the 2011 budget.

Deb Beury and Brian McCool reviewed the 2012 Other Funds Budgets. After some discussion about generators and sewer fee liens Don said he did not believe the Other Funds Budgets were ready for the Board's approval this evening. Carmen moved to table a vote on the Other Funds Budgets until the December 20 meeting. Don seconded the motion and requested the Finance Department include the 2011 budget information in the Board's packet for the next meeting. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Marty noted that the Board needed to vote on the police budget. He moved to approve the Police Budget version 2.4 with the following conditions:

- 1) Westtown approves the Memorandum of Understanding outlining the allocation of expenses for 2012 and 2013. Marty noted that without a signed Memorandum of Understanding, the default police budget will go into effect.
- 2) The East Goshen and Westtown Supervisors will work to reduce costs and to have a new police contract executed before or on June 30, 2013.

Carmen seconded the motion.

Don asked what was the plan for handling any additional revenue that is received, and Marty said that will be sorted out between the two Boards.

Public Comment: Jim McRee, Bowen Way – Had a question about the funding change and whether it would create a deficit. Marty explained how it would work.

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

Alarm System for Plank House & Blacksmith Shop

The Board asked Kathryn Yahraes to give an update on this issue. She distributed a handout to the Board showing all the information the Historical Commission had gathered.

Senya reported that an anonymous benefactor has donated \$2,000 to cover the cost of installation of the alarm system. Thom moved to accept this donation and proceed with the installation before the end of the year if possible. Carmen seconded the motion.

Don said he agreed with the Historical Commission's recommendation that it is "Better to plan on paper first than to do change orders later." Carmen said he just researched alarm systems in great detail for his home, and he learned that all systems are expandable.

Kathryn Yahraes asked if the windows would be covered by the alarm system and Carmen said it's not recommended to have windows covered. Senya noted that if anyone got in through a window the motion sensor inside the building would detect it.

Senya thanked Kathryn for providing such a comprehensive report. Kathryn noted that the Massey House was not included on the report.

There was no further discussion and no public comment. The Board voted 4:1 in favor of the motion. (Don was opposed). Rick will follow up with Kathryn Yahraes to get the Historical Commission's specific recommendations for the project.

Sewer Billing Procedure

Rick reported that resident Joe Buonanno sent an email to the Township requesting that the Board reconsider the method of calculation of sewer rates and the method of payment residents must use to pay their bills. Because Mr. Buonanno was not present, the Board agreed to table this matter.

IT Committee Recommendations

Rick will add the review of the IT Committee Report to the staff's to do list. The staff will review the report and make a recommendation to the Supervisors.

Any Other Matter

None.

Review of Minutes

The Board reviewed and corrected the draft minutes of December 6. The Board told resident Jim Faunce that his wife could contact Chester County Voter Services to find out about the type of items that may be put on a referendum. Senya said the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for December 8, 2011. The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of December 8 and the Expenditure Register Report as recommended by the Treasurer and 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

IT Committee – This was already discussed.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Note of appreciation to Mark Miller from residents Bob & Lou Ann Atkinson for a job well done in clearing tree limbs from their property.
- A copy of a December 12 email from Richard Reisinger of DEP to Neil DeRiemer stating that the proposed conceptual plan to add a 65-ft wide spillway and increase the height of the Hershey Mill Dam "seems acceptable to address the spillway capacity issue of the dam." Because the Township will be responsible for this work, Rick will contact E.B. Walsh and ask them to reissue their proposal to the Township instead of Mr. DeRiemer. Rick will ask Mr. DeRiemer and E.B. Walsh to accompany a Township representative to visit DEP in person to discuss this matter. Rick will also make sure that E.B. Walsh has all the information that DEP could possibly need.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda. Kathryn Yahraes suggested that notification about the Annual Planning Session be put on Constant Contact. Rick told her it is already set up, and people who have requested to be notified about such things will receive an email. Senya said the Township can also advertise it on the Township Board and on the website.

Public Comment Period

Kathryn Yahraes - Said she would like the submission date for the Spring Newsletter to be checked as she believe the February 2 date listed on the agenda is incorrect.

Departure of Don McConathy

Marty noted that this would be Don's last meeting as a Supervisor. He thanked Don for his service and for all he's done for the Township, the Board of Supervisors, and him personally. Marty said he especially appreciated Don's attention to detail and his thoroughness. Marty noted that Don was a leader in getting out the updated Comprehensive Plan. Carmen thanked Don for his service to the Township. Thom thanked Don and said it would be a tremendous loss to see him go. Senya thanked Don for all of his work on the Comprehensive Plan, which was a huge project. Senya noted that Don served in the Navy and was a member of the Planning Commission and also served on the West Chester Regional Planning Commission for two years.

Don expressed appreciation for the kind words and extended well wishes to everyone he worked with at the Township. He said serving in local government had been an eye-opening experience.

Adjournment

There being no further business, the regular meeting was adjourned at 9:04pm.

Executive Session

The Board met in Executive Session until 10:00pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report