

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
January 3, 2012 – 6:00pm
Final Approved Minutes**

Present: Supervisors Senya D. Isayeff, Carmen Battavio, Marty Shane, Thom Clapper and Chuck Proctor. Also present were Township Manager Rick Smith, Director of Public Works Mark Miller, State Representative Dan Truitt, Jim McRee (Deer Committee and Planning Commission), Kathryn Yahraes (Historical Commission), Al Zuccarello (Planning Commission), and resident Erich Meyer.

Executive Session

The Board met in Executive Session from 6:00pm to 7:00pm to discuss a personnel matter.

Call to Order & Pledge of Allegiance

Senya called the public meeting to order at 7:02pm. He asked District Justice Chet Darlington 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.

Update from State Representative Dan Truitt

Representative Truitt gave a verbal report on activities in Harrisburg.

Swearing In of Supervisors

District Justice Chet Darlington swore in Supervisors Senya D. Isayeff and Chuck Proctor.

Public Comment on Non-Agenda Items

None.

Elect Chairman (Resolution 2012-1)

Marty moved to nominate Senya for the position of Chairman for 2012. Thom seconded the motion. Senya accepted the nomination. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Elect Vice-Chairman (Resolution 2012-2)

Marty moved to nominate Thom for the position of Vice-Chairman for 2012. Chuck seconded the motion. Thom accepted the nomination. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Appoint Police Commissioner (Resolution 2012-3)

Thom moved to nominate Carmen to serve as Police Commissioner for 2012. Marty seconded the nomination. Carmen accepted the nomination. There was no discussion.

Public Comment: Arthur Jones, Rexton Drive – Asked if Carmen will serve as both Supervisor and Police Commissioner, and Senya said yes. There was no further public comment. The Board voted unanimously to approve the motion.

Appoint Township Officials (Resolution 2012-4)

Carmen moved to adopt Resolution 2012-4 appointing Township Officials for 2012 as follows:

- Township Manager/Secretary – Louis F. (Rick) Smith, Jr.
- Director of Finance/Treasurer – Deborah Beury
- Director of Public Works – Mark Miller
- Zoning Officer – Mark Gordon
- Assistant Zoning Officer – Louis F. (Rick) Smith, Jr.
- Building Inspectors – Taylor H. (Mike) Merwin and Gary Althouse
- Fire Marshal – Mark Miller
- Assistant Fire Marshals – Taylor H. (Mike) Merwin, Gary Althouse and Carmen Battavio
- Township Solicitor – Buckley, Brion, McGuire, Morris & Sommer
- Township Engineer – Yerkes Associates
- Back-up Township Engineer – Chester Valley Engineers
- Emergency Management Coordinator – William Keslick
- Assistant Emergency Management Coordinator – Mark Miller

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

Re-Appoint Township Employees (Resolution 2012-5)

Marty moved to reappoint the Township employees. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Appoint Township Depositories for Township Funds (Resolution 2012-6)

Marty moved to approve the following depositories and to authorize the Director of Finance/Treasurer to make investments at banks paying the best rate of interest and with the best terms:

- Beneficial Bank
- Citizens Bank
- DNB First
- National Bank of Malvern
- National Penn Bank
- IN Bank
- Penn Liberty Bank
- PLGIT-PA Local Government Trust and Plus
- Sovereign Bank
- TD Bank North
- Wells Fargo
- Meridian Bank

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

Certify Delegates to the PSATS Convention (Resolution 2012-7)

Chuck moved to affirm the five Supervisors, the Township Manager and the Director of Finance/Treasurer as delegates to the PSATS Convention in 2012. The Voting Delegate will be Rick Smith. The Alternate Voting Delegate will be Deborah Beury. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Confirm 2012 Holiday Schedule (Resolution 2012-8)

Thom moved to adopt the 2012 Holiday Schedule listed in Resolution 2012-8. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Confirm 2012 Meeting Schedule (Resolution 2012-9)

Carmen moved to adopt the 2012 Meeting Schedule listed in Resolution 2012-9. The Board of Supervisors will meet the 1st and 3rd Tuesday of each month and will only meet on the 2nd, 4th and 5th Tuesdays as needed. Thom seconded the motion. There was no discussion.

Kathryn Yahraes asked how the public will be notified whether or not the Board will be meeting the 2nd, 4th or 5th Tuesdays. Rick said it will be posted on the website, the Township bulletin boards, and via Constant Contact.

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

Tax Collector for Township (Resolution 2012-10)

Marty moved to confirm that Keystone Collection Agency will serve as the Earned Income and Local Services Tax Collector for the Township in 2012. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Appoint Independent Auditor for Township (Resolution 2012-11)

Carmen moved to appoint Maillie Falconiero & Company as the independent auditor for the Township in 2012. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Establish Fee Schedule (Resolution 2012-34)

The Board discussed the Fee Schedule. Marty moved to adopt the 2012 Fee Schedule in Resolution 2012-12 with a recommendation for staff to modify the schedule by April 1. The Board can then adopt an amended Fee Schedule at a later point. Thom seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Municipal Risk Management Workers' Compensation Pooled Trust (Resolution 2012-65)

Chuck moved to authorize the Township's participation in the Municipal Risk Management Workers' Compensation Pooled Trust in 2012. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

All Other Applicable Resolutions

Senya announced that all other applicable resolutions adopted previously will be continued into 2012.

Chairman's Report

Senya announced the following:

- The Township has not received the final lease agreement or plans from Liberty Towers, so this matter will be tabled. (Note: no residents in the audience indicated they were present for this matter).
- The Board met in Executive Session on December 20 to discuss a personnel matter.
- The Board met in Executive Session earlier this evening to discuss a personnel matter.
- The Township's Annual Planning Session will be held on Saturday, January 7 beginning at 8:00am.
- The Board has received resignations from the following Park & Rec Board members:
 - Robert Huebner
 - Heidi Lynn Karpa
 - Phyllis Marron
 - Erich Meyer
 - Ann Marie Fletcher-Moore
 - Ruth Scadding

Request for Proposal – Job Classification and Compensation Study and Analysis

Marty moved to authorize the Township Manager to advertise this RFP as prepared by staff. Carmen seconded the motion. Thom asked that the Hay Group be sent a copy of the RFP. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

Appointment to the Zoning Hearing Board

Carmen moved to appoint Peter Mylonis to the Zoning Hearing Board. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

ABC Appointments

Marty moved to reappoint the following individuals to their respective Board or Commission:

- Megann Hedgecock – Planning Commission
- Daniel Daley – Planning Commission
- Sandra Snyder – Conservancy Board
- Janet Emanuel – Zoning Hearing Board
- Ellen Carmody – Historical Commission
- John Chatley – Vacancy Board

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

Rick noted there are still some ABC vacancies and anyone who is interested in serving should contact the Township.

Community Development Commission (CDC)

Thom moved to amend Resolution 2012-64 to allow the CDC to have nine members instead of five. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion (note: Carmen was out of the room when the vote was taken).

Chuck then moved to appoint the following individuals to the CDC:

- John Altshul
- Daniel Callahan
- Elena Coarse
- Noel Hedgecock
- Vincent Lord
- Bob Madonna
- John Stipe
- Donald Zembruski
- Al Zuccarello

Marty seconded the motion. Senya announced that the CDC will have their first meeting on January 11 where they will receive their charge and mission. The meeting will be open to the public.

Kathryn Yahraes asked if the CDC will have an equal weighting as other ABCs, and Senya told her yes; it's a Commission.

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

Group Bid Awards

Mark Miller announced the following bids were opened on December 5, 2011 at 10:00am:

Group 1 -- Bituminous Concrete

	FOB Total	Delivered Total
Allen Myers	\$221,975.00	\$244,009.00
Glasgow Inc.	\$235,750.00	\$261,900.00
Highway Materials	\$237,150.00	\$262,450.00

Mark recommended that Allen Myers be awarded the bid for \$244,009.00 delivered.

Group 2 – Stone

	FOB Total	Delivered Total
Glasgow, Inc.	\$25,025.00	\$34,685.00
Martin Limestone	\$17,320.50	\$34,762.50
Independence Construction	\$24,062.50	\$35,848.50
Hanson Aggregates PA LLC	\$26,877.50	\$37,407.50

Mark recommended that Glasgow be awarded the bid for \$34,685.00 delivered.

Group 3 – Fuel

	93 Octane	Diesel Fuel
Reilly & Sons, Inc.	\$6,128.80	\$25,445.60
Superior Plus Energy	\$6,234.60	\$26,723.20

Mark noted that the 93 octane gasoline was going to be purchased for use by the police and Fire Company; however, they will not be using the Township pump after all. Therefore, the 93 octane fuel will not be needed. Mark said he can get new bids on 87 octane fuel for use in Township vehicles. The Board agreed to accept the bids for 93 octane fuel, however, just in case it is needed at some point during 2012.

Mark recommended that Reilly & Sons, Inc. be awarded the bid for 93 octane and diesel fuel.

Group 4 – Soda Ash

	Soda Ash	Alum.	Magnesium
Univar USA Inc.	\$7,872.00	\$17,416.00	\$16,920.00
George Coyne Chemical	\$8,260.80	\$25,480.00	No Bid

Mark recommended that Univar USA be awarded the bid for soda ash and alum.

Group 5 – Rental Equipment with Operators

S.A. Macanga, Inc.	\$95,660.00 (Total Price)
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Mark noted that 14 bid requests were sent out but only S.A. Macanga responded because they are the only company that is able to offer a milling machine with heavy equipment. He also noted that S.A. Macanga reduced their rates for 2012. He recommended that S.A. Macanga, Inc. be awarded this bid.

Group 7 – Printing

	Total Price
Graphic Impressions of America	\$1,071.00
Graphi Color Corp.	\$2,475.00
Rite Envelope and Graphics Inc.	\$4,047.51

Mark recommended that Graphic Impressions of America be awarded the bid for printing.

Group 8 – Posts and Signs

	Total Price
Vulcan Signs	\$7,502.50
Custom Products Corp.	\$9,260.65

Mark recommended that Vulcan Signs be awarded the bid for signs and posts.

Marty moved to accept the low bids in each category as recommended by Mark Miller. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Bids for Rental Equipment without Operators (Group 6)

Mark Miller announced that the following bids were opened December 12:

	Machine	Weekly	Monthly
Ransome Rents	Track Loader	\$1,400.00	\$4,000.00
	Hydr. Excavator 20 ft digging	\$1,900.00	\$5,350.00
	Dozer 80 HP	\$975.00	\$2,900.00
	Rubber Tire Loader	\$1,200.00	\$3,150.00
Jesco, Inc.	Track Loader	\$2,300.00	\$6,900.00
	Hydr. Excavator 20 ft digging	\$2,500.00	\$7,500.00
	Dozer 80 HP	\$1,300.00	\$3,900.00
	Rubber Tire Loader	\$1,800.00	\$5,500.00

Mark recommended awarding the contract to Ransome Rents. He noted that they reduced their rates by 20% compared to last year.

Thom moved to award the bid for Rental Equipment without Operators to Ransome Rents per the recommendation of Mark Miller. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Twilight Criterium

The Board discussed a request by Mark Yoder of the West Chester Chamber of Commerce to hold pre-race heats for the Twilight Criterium on Enterprise Drive the morning of July 7. The Supervisors were in agreement to proceed with this event as long as the Twilight Criterium agrees to pay all associated police costs. Senya said he would ask the CDC to take on this event as their first assignment. The CDC members can be the ones to contact business in the Corporate Park, etc.

Any Other Matter

Rep. Dan Truitt

Rep. Truitt said he is looking for ways his office can partner with the Township. For example, he suggested combining his Community Day with the Township's Community Day. He said he would be able to use his state funding where possible and appropriate. The Board agreed that this would be a worthwhile endeavor. Marty and Chuck volunteered to serve on a committee to

spearhead this effort. Senya told Dan he had the full support of the East Goshen Board of Supervisors.

Park & Rec Board

Senya noted that because 6 out of 7 members of the Park & Rec Board have resigned, the staff is going to draft an ordinance to disband the Park & Rec Board. The Township will revisit the role of this Board and will also reconsider what is asked of the ABCs. Senya said the Township asks a great deal of the ABCs and in some cases perhaps the work would best be done by Township staff. He said each ABC member spends an estimated average of 240 hours/year volunteering for the Township.

Mars Drinks

Senya reported that the latest issue of *Chamber Chatter* (published by the Chamber of Commerce of Greater West Chester) includes an article about Mars Drinks.

Sign at Village Square Shopping Center

Senya said the Planning Commission is revisiting the sign ordinance for this shopping center.

Comprehensive Plan

Senya announced that the Comprehensive Plan must be rewritten for 2015.

Review of Minutes

The Board reviewed and corrected the draft minutes of December 20. Senya said the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for December 29, 2011. The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of December 29 and the Expenditure Register Report as recommended by the Treasurer and to accept the receipts and to authorize payment of the invoices just reviewed. Carmen seconded the motion. There was no discussion and no public comment. The Board voted unanimously to approve the motion.

Action List

TAG Recommendation Summary

The Board reviewed and revised this Summary.

Hershey Mill Dam

Rick reported that Neil DeRiemer sent an email to Richard Reisinger on December 29 and is waiting for a response. Thom noted that Mr. DeRiemer waited 17 days before responding to a December 12 email from Mr. Reisinger.

Rep. Truitt asked what did the Board decide to do about the trees on the dam. Marty told him the trees are still standing. The Township has held off taking action on them now that it appears likely that DEP is going to accept Neil DeRiemer's solution to fix the dam issue.

Correspondence & Reports of Interest

Senya acknowledged receipt of a December 15 letter from the Office of Consumer Advocate regarding Aqua's request to raise rates. The Board agreed that staff should send a letter to Aqua letting them know that if they would like to hold a public meeting on this issue in East Goshen, the Township Building would be available for their use.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda. He announced that there will be no Park & Rec Board meetings for now because this Board does not have a quorum. Senya announced that the Neighborhood University will be held January 19 and 26 from 7-9pm.

Public Comment Period

Resident Arthur Jones of Rexton Drive asked for clarification about the status of the Park & Rec Board. Senya said it has not yet been disbanded but the staff will be drafting an ordinance to disband it. The staff will review the Township ordinance outlining the duties of the Park & Rec Board and will make a recommendation to the Supervisors about this Board.

Mr. Jones also stated he would like the Township to explore the idea of working with our neighbors to set up a regional police force as a way to help contain police costs. Carmen told him such talks with other municipalities and officials have been going on for years. Carmen said in his own opinion it's not impossible it will happen, but it's not probable.

Kathryn Yahraes noted that Keep East Goshen Beautiful Day has been scheduled for April 14. She also shared an article stating that the estimated dollar value of a volunteer hour in Pennsylvania for 2009 was \$20.51. Kathryn stated that it should be easier for the ABCs to complete the Comprehensive Plan this time around. She asked that the residents be notified about the Annual Planning Session to be held January 7. Senya said it's posted on the website and Constant Contact, so he does not know what else can be done. He noted that only a couple of residents came out for the meeting where the 2012 budget was approved.

Adjournment

There being no further business, the regular meeting was adjourned at 9:17pm.

Executive Session

The Board met in Executive Session until 11:00pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

December 29, 2011

**TREASURER'S REPORT
2011 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$3,225.51
Earned Income Tax	\$122,861.75
Local Service Tax	\$675.19
Transfer Tax	\$0.00
General Fund Interest Earned	\$0.00
Total Other Revenue	\$215,293.75
Total Receipts:	<u>\$342,056.20</u>

Accounts Payable	\$37,796.43
Electronic Pmts:	
Health Insurance	\$0.00
Credit Card	\$542.91
Postage	\$1,000.00
Debt Service	\$0.00
Payroll	\$83,000.00
Total Expenditures:	<u>\$122,339.34</u>

(2 Weeks)

STATE FUND

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

Interest Earned	<u>\$0.00</u>
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Expenditures:	<u>\$157,210.00</u>
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TRANSPORTATION FUND

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

Receipts	\$42,290.59
Interest Earned	\$0.00
Total Sewer:	<u>\$42,290.59</u>

Accounts Payable	\$101,235.74
Debt Service	\$0.00
Transfer to M.A.	\$14,500.00
Total Expenditures:	<u>\$115,735.74</u>

REFUSE

Receipts	\$19,307.11
Interest Earned	\$0.00
Total Refuse:	<u>\$19,307.11</u>

Expenditures	<u>\$9,362.83</u>
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SEWER CAPITAL RESERVE

Interest Earned	<u>\$0.00</u>
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Expenditures	<u>\$0.00</u>
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