

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, February 7, 2012

Executive Session 6:00 pm – 7:30 pm for ABC interviews - formal meeting will commence afterwards.

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 the Board met in executive session on January 17, 2012 and before tonight's meeting to discuss a personnel matter and interview ABC applicants.
7. Public Hearing - None
8. EMS Monthly Report
 - a. Jerry Fokas, Sr. – President Goshen Fire Co.
9. Financial Report – 3rd Tuesday
10. Old Business
11. New Business
 - a. Consider recommendation for bid award for 87 octane gasoline.
 - b. Consider request from Friends of East Goshen to have Farmers Market in the Township Park.
 - c. Consider Pension Committee's recommendations regarding the Post Employment Benefit Trust Plan
 - d. Consider Apartment Height Ordinance
 - e. Consider Vision Partnership Program Grant
 - f. Consider prioritizing ABC Goals
 - g. Consider accepting payments through the Township Web Page
 - h. Consider an educational program for ABC members.
 - i. Consider recommendation on Job Description and Compensation Analysis Study
 - j. Consider Hershey Mill Dam Proposal
12. Any Other Matter
13. Approval of Minutes
 - a. January 7, 2012
 - b. January 17, 2012
14. Treasurer's Report
 - a. Report – Feb. 2, 2012
15. Review Action List
16. Correspondence, Reports of Interest
 - a. Acknowledge Mark Miller's memo regarding Baird and Rudolph Tires
 - b. Acknowledge Mark Miller's Monthly Activity Report
 - c. Acknowledge Frank Vattilano's Rec Update

17. February Meetings & Dates of Importance

February 8, 2012	Conservancy Board	7:00 PM
February 8, 2012	CDC	7:00 PM
February 9, 2012	Winter Market	3-5:00 PM
February 9, 2012	Neighborhood University	7-9:00PM
February 9, 2012	Historical Commission	7:00 PM
February 13, 2012	Municipal Authority	7:00 PM
February 15, 2012	Friends of East Goshen	7:00 PM
February 16, 2012	Police Commission	8:00 AM
February 20, 2012	Office Closed	
	President's Day	
February 21, 2012	Board of Supervisors	7:00 PM*
(*Executive session prior to formal meeting may delay start time)		
February 23, 2012	Winter Market	3-5:00 PM
February 27, 2012	Deer Management	7:00 PM

Spring Newsletter 2012: Article Submission Due Date is Feb. 1, 2012

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.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

January 25, 2012

To: Board of Supervisors
From: Mark Miller
RE: Bid Opening for 2000 Gallons of 87 Octane Gas

Bids were opened on January 23, 2012 at 10:00 am, there were three bids opened and Reilly & Sons Inc. was the low bid. I recommend the contract be awarded to Reilly and Sons Inc. in the amount of \$5,574.40.

Attached is the following bid results:

	<u>Unit Price</u>	<u>Total Cost</u>
Reilly & Sons Inc.	2.78 72	\$5,574.40
Atlantic Coast Energy	2.99 99	\$5,998.00
Superior Plus Energy	2.85 68 +.18 95	\$6,092.60

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: January 31, 2012

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: Farmers Market

I am in receipt of a request from the Friends of East Goshen to conduct their Farmers Market in the Township Park.

The dates requested for the Park are Thursday:

May 3, 2012 thru August 30, 2012 from 3 pm to 7 pm

September 6, 2012 thru November 1, 2012 from 2 pm to 6 pm

November 8, 15 & 29 from 3 pm to 5 pm

In addition we will have a special Thanksgiving Market on Tuesday November 20, 2012 from 1 pm to 5 pm.

Pension Committee

EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199
610-692-7171 Fax 610-692-8950
www.eastgoshen.org

February 1, 2012

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

Att: Senya Isaeyff

Dear Senya:

As requested, the Pension Committee has considered the recommendations of Mr. Joe Buonanno concerning the Post Employee Benefit Trust and feels that Mr. Buonanno misunderstood the purpose of this trust. The purpose of the Trust is not to fund the benefit directly, it is to purchase insurance for the benefit.

The Pension Committee recommends that the Board of Supervisors appoint the Pension Committee as Trustee of the Post Employee Benefit Trust and appoint Victor Cozzone, Financial Advisor with Raymond James, as the Fund Manager.

Sincerely,

Giulio Perillo
Chairman

VICTOR COZZONE
23 Andover Drive
Exton, PA 19341
Home (610) 363-0635
Cell (610) 420-5308
vcozzone04@aol.com

PROFILE: Thorough background in sales, marketing, business management and investment management.

**PROFESSIONAL
EXPERIENCE:**

Raymond James & Associates, Inc. – Bala Cynwyd, PA 2010 - present
A full-service brokerage firm

Financial Advisor

- 2011 Atlantic Division Financial Advisor Conference recognition
- Designed and presented "Social Security and Retirement Income" seminar with Governor Ed Rendell
- Studied and passed FINRA Series 7, 63,66, Life, Accident and Health Insurance.
- Trust Specialist with Raymond James Trust, NA.

The All About Company, Inc., – Exton, PA 2001 – 2010
A personally owned concrete construction company specializing in decorative concrete.

President

- Design and place all advertising and marketing, including direct mail, magazine and cable TV spots
- Visit commercial and residential customer sites to evaluate projects, provide estimates of cost and sell projects to customers
- On site management of project construction
- Projects include David Cutler Groups Bell Tavern and Malvern Hunt Developments, Schramm, Inc., ACTS – Springhouse, Hankin Group – New Kent Apartments, Jellystone Park – Quarryville and the U.S. Army Corps of Engineers
- Received national recognition for vertical Stamped Concrete project

SAM'S CLUB - Exton, PA 2000 -2001
A retail warehouse providing goods and supplies to companies and individuals

Marketing Team Leader

- Established marketing department in opening of Exton PA location, hiring all staff and implementing processes and procedures for marketing of memberships and bulk sales.
- Assisted in directing and allocating philanthropic programs for Sams Club/Walmart Stores, Inc.
- Managed 10 marketing team members to achieve corporate goals

BELL ATLANTIC/VERIZON – Frazer, PA 1998-1999
Data Network Integration

Sales - Volume Product Center

- Cisco Certified Network Engineer
- Nortel Certified
- Sales/Marketing of data networks, networking products, including network monitoring.
- Tasked with writing successful process for DSL roll-out to major accounts with multiple users
- Assigned major accounts of ARINC and major banking institutions

MRV COMMUNICATIONS, INC. – Chatsworth, CA

1997-1998

Manufacturer of lasers and switching products for voice and data

National Marketing Manager – Fiber Optic Communications Systems

- Initiated design, manufacture, marketing and sales of fiber optic antennas
- Responsible for design and sales to major accounts of Allen Telecom, Andrew Corporation, Ericsson, Sierra Wireless, Nokia, Alcatel, and Motorola
- Achieved multiple performance milestones for sales

ALLIED WIRE & CABLE – Bridgeport, PA

1995 – 1997

Distributor and manufacturer of cable, connectors and cable assemblies for industry

Vice President Fiber Optic Division

- Prepared annual budgets for the Sales and Marketing of new operating division.
- Secured distributor relationships with AMP and Molex. Calculated revenue goals by product. Cross-trained 13 sales reps in fiber optic connectors, cabling and cable assemblies.
- Achieved sales of \$4MM nationally through extensive national travel to major accounts and trade shows.

Vice President PCS/Wireless Division

- Initiated and implemented strategic alliance with MRV Communications, Inc. for the design and manufacture of fiber optic antennas.
- Managed joint marketing of fiber optic component product lines for wireless communications systems.
- Achieved sales of +\$5MM of collateral product sales, including band-pass filters, specialized cabling for base station antennas, and other laser-based components for wireless voice and data transmission systems

TUCKER ANTHONY R.L. DAY, INC. Philadelphia, PA

1990 – 1994

Regional brokerage firm – wholly owned subsidiary of John Hancock

Vice President

- Series 63, 7 and 65
- Municipal Bond Coordinator (salaried with overrides) – hired and, trained brokers in 26 offices on municipal bond investments.
- Created “High Net-Worth Client Division” – included research and integration of software to track client positions and returns.
- Institutional Bond Sales and Municipal Bond Trader
- Authored and delivered 15 minute live daily and interactive “Bond Market Report” with Irv Homer on WWDB radio.
- Provided Market reports on KYW Newsradio and WFLN
- Recipient of multiple awards from Municipal Bond Club of Philadelphia for placing municipal bonds to retail and institutional clientele

HALPERT, OBERST & COMPANY

1987-1990

Bond Dealer - U.S. Government Treasuries and Tax-Free Municipal Bonds .Passed Series 63 and Series 7. Awarded “Broker of the Month” twice in first year for highest production

NATIONAL FIBERSTOK CORP.

1986-1987

Outside Sales Representative

EDUCATION: Winthrop University 1981 – 1985 Financial Accounting Concentration
Selected by School of Business to represent university for Young Bankers Association of South Carolina
President – Sigma Phi Epsilon Fraternity 1984,1985

COMMUNITY: Board Member - Mission to Educate Children with Autism (MECA) Downingtown, PA
Consistory Member, Deacon – St. Paul's Church, Exton PA
Board Member - Endowment Committee
Abraham Fethers-White Historic Preservation Society Exton, PA
Board Member - Advisory

REFERENCES: Furnished upon request.

* THE PC OK'd THIS Amendment
on 2/1/12.

EAST GOSHEN TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO.

**AN ORDINANCE OF EAST GOSHEN TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA, AMENDING
CHAPTER 240 OF THE EAST GOSHEN TOWNSHIP
CODE , TITLED, "ZONING", SECTION 240-29.C(6)
REGULATING THE MAXIMUM HEIGHT OF
APARTMENT BUILDINGS.**

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

SECTION 1. Chapter 240 of the East Goshen Township Code, titled, "Zoning", Section 240-29.C(6) shall be amended as follows:

"(6) Maximum height. Maximum height of all buildings shall not exceed 45 feet. Buildings shall not exceed three stories. ~~No dwelling unit shall be more than two stories above the ground entrance to the building without the use of an elevator to access all floors of the building.~~"

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

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

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

ENACTED AND ORDAINED this _____ day of _____, 2012.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Louis F. Smith, Secretary

Senya D. Isayeff, Chairman

Thom Clapper Ph.D, Vice-Chairman

E. Martin Shane, Member


Carmen Battavio, Member

Charles W. Proctor, III, Esquire,
Member

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 2/1/2012
To: Board of Supervisors
CC: Planning Commission
From: Mark Gordon, Township Zoning Officer 
Re: **Vision Partnership Program Grant (VPP)**
Proposal and Recommendation for Preliminary Approval

Board Members,

As you are aware I have been asked to investigate the possibility of seeking VPP grant monies in order to help fund our efforts to review / update the Township Comprehensive Plan as required by the MPC §302.(c).

I have solicited estimates from two local planning consultants, Tomas Comitta Associates and Brandywine Conservancy, and have attached their responses herein.

As outlined in Board Resolution 09-41, I am submitting the information below for **PRELIMINARY** approval to move forward with the grant submission process as outlined in point number 4 of the resolution:

- a. Description of the project. Update the Township Comprehensive Plan to align with Chester County's policy plan, "*Landscapes 2*", as a means of achieving greater consistency between local and county planning programs.
- b. What do you hope to accomplish with this project? In the effort to update the Comp. Plan this project would fulfill the legal obligation to review / amend the plan within the ten year period required and would align the plan with the most current County Comprehensive Plan.
- c. Who Benefits and what are the benefits? The Township residents benefit by having a Twp. Comp. Plan that is aligned with the County Comp. Plan giving East Goshen more opportunities to benefit from collaborative planning efforts and programs established through *Landscapes 2*.

- d. Preliminary Cost Estimate. I asked two local planning consultants to “ballpark” a cost estimate to review and update the Township Comp. Plan and I have the following:
- Tom Comitta Associates: \$35,000 - \$62,000 (Partial Update)
 - Brandywine Conservancy: \$23,000 - \$40,000 (Update) **Brandywine Conservancy will prepare the VPP Grant Application at no cost if selected as the Township’s Planning consultant for the project.*
- e. What Township resources would be required? The Comp. Plan update would require a significant amount of staff and volunteer time as well as the costs of a Planning Consultant and the printing and publishing costs associated with the final product.

Constraints:

1. The VPP Grant Applications (Round 1) submissions need to be submitted by March 9, 2012.
2. The VPP Grant is now a competitive grant process and follows a rigorous County ranking process.
3. Township staff does not have experience in writing competitive grants.

Recommendation:

I recommend that the Board consider moving forward with the VPP Grant application. I also recommend that the Board select the Brandywine Conservancy as the Planning Consultant for the Township Comprehensive Plan review and update and to prepare the VPP Grant application for the Comprehensive Plan update project.

Memorandum

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice: 610-692-7171
Fax: 610-692-8950
E-mail: mgordon@eastgoshen.org

Date: 1/13/2012
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mlg*
Re: Vision Partnership Program Grant (VPP)

Board Members,

I contacted the CCPC and spoke with Carol Stauffer to discuss the Vision Partnership Program Grant process. Here are a few of the highlights:

- CC Commissioners have allotted \$125K for this application period.
- The County PC Staff is booked for approximately the next 1.5 years.
- Comp. Plan Updates are taking approximately 2 years to complete.
- In the County's experience Comp Plan Updates are costing more than \$50K.
- The Grant requires a municipal funding match of at least 25%.
- Funds are awarded to a municipality to hire outside planning consultants for a specific project.
- It's recommended that the consultant you plan to use be involved in the application process and identified in the application.
- The overall cost for a Comp Plan Update should be determined by the consultant you plan to use during the application process.

Recommendation:

I recommend we contact a couple of Land Planners to submit proposals to the Township for the following:

- Provide a cost estimate to complete the VPP Grant Application for a Comp. Plan Update.
- Provide a cost estimate to complete a Comp. Plan Update in order to align the EGT Comp. Plan with Chester County Landscapes 2.

Once that information is known the staff will provide all the information required in the Grant Submission Resolution for the Board to consider in February.

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION 09-41

**A RESOLUTION REGARDING GRANT APPLICATIONS
BY AUTHORITIES, BOARDS, AND COMMISSIONS**

WHEREAS, the Board of Supervisors believes that it is in the best interest of the Township for Authorities, Boards and Commissions to supplement planned Township expenditures with Grants whenever practicable; and

WHEREAS, the Board of Supervisors believes efforts to obtain such Grants must be coordinated and cooperative;

BE IT RESOLVED THAT the Board of Supervisors hereby adopts the following guidelines for the Grant application process for all Authorities, Boards and Commissions:

1. All ABCs are encouraged to submit a grant application to foundations, federal, state, county, and local sources whenever possible for all expenditures over \$500.
2. To avoid multiple grant requests to the same agency from different ABCs, preliminary Board of Supervisor (BOS) approval is required prior to submission to possible funding sources.
3. The ABC must authorize grant preparation costs (from its budget) and the preparation of the grant application at a public meeting of the ABC.
4. All projects/activities are to receive preliminary BOS approval for the idea before grant-writing procedures are commenced. The following information should be submitted to the BOS.
 - a. Description of your activity/project.
 - b. What do you hope to accomplish with this activity/ project?
 - c. Who benefits and what are the benefits?
 - d. A preliminary cost estimate.
 - e. What Township resources would be required?
5. Before final BOS approval is granted, the following information is to be provided:
 - a. A one page Executive Summary
 - b. What is the total estimated cost for this project?
 - c. How did you arrive at the estimated cost?
 - d. Who are your funding partners (major and minor)?

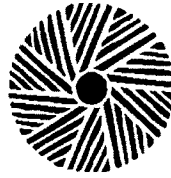
- e. What are the Township obligations? For any applications that involve the use of Township Labor, Equipment, or Materials a memorandum from the Director of Public Works shall be submitted.
 - i. Financial
 - ii. Labor
 - iii. Equipment
 - iv. Materials
 - v. Other
 - f. What is the timetable with respect to?
 - i. Submission date for grant
 - ii. Expected grant approval date
 - iii. Expected beginning activity/project date
 - iv. Expected completion date
 - g. Who are the primary grant writers for this submission?
 - h. Who is expected to be the contractor?
6. All grant applications are to be submitted to BOS for their review and final approval one month before the submission deadline to the funding source.

RESOLVED AND ADOPTED, this 3rd day of February, 2009.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary



**ENVIRONMENTAL MANAGEMENT CENTER
BRANDYWINE CONSERVANCY**

P.O. BOX 141 CHADDS FORD PENNSYLVANIA 19317 • 610/388-2700 • FAX 610/388-1575

MEMORANDUM

TO: Mark A. Gordon, CFM
Director of Code Enforcement/Zoning Officer
East Goshen Township

FROM: John E. Theilacker, AICP
Associate Director for Municipal Assistance
Environmental Management Center

DATE: January 27, 2012

SUBJECT: 2005 Township Comprehensive Plan Update: Ballpark Cost Estimate

Mark, in response to your request for assistance in determining an approximate budget number to update the Township's 2005 Comprehensive Plan to align with Landscapes2, we offer a ballpark estimate of \$23,000 to \$25,000, total project cost (not including document printing and binding expenses) based on a cursory review of the existing Plan. The Township's Plan is divided into four main sections: inventory and analysis, planning policies, plan recommendations, and action plan. It is also organized with a main body of text with accompanying maps, and an extensive set of supporting appendices. We assume for the purpose of this exercise that the current presentation format will be retained for the update. Other format options exist, for example, Landscapes2 uses (and is limited to) an interesting web-based format for simple reading/review electronically.

Our ballpark estimate above assumes the following tasks would be performed for the Plan update to establish a new 20-year planning period, align with the County's adopted Landscapes2, Watersheds, and Linking Landscapes, and be consistent with the Commonwealth's Municipalities Planning Code (MPC):

- Update, as necessary, of all Township inventories and analyses performed for the 2005 plan. While we would not expect the Township's natural or cultural resources to have changed, we would expect that the existing land use inventory would need updating to reflect changes in land use. The existing zoning map may also have changed through amendments. To support possible changes to the updated plan's future land use map and to assess any changes in housing "fair share" obligations, a new build-out analysis of the Township should be performed that relies on an updated land use and vacant lands inventory, and a current zoning map. Any changes to existing infrastructure (public roads, water, sewer), community/public facilities, and parks/recreation facilities should

be reflected on updated inventory maps. The Conservancy has complete GIS capabilities and immediate access to all publicly available mapping data.

- Update all demographic data (population, housing, employment) based on the 2010 federal census, and provide new population and housing forecasts for the 20-year planning period. Utilize updated data and forecasts for major plan element updates.
- Incorporate all documents or studies prepared by the Township that relate to the comprehensive plan, such as historic resource inventory and ordinance, Act 537 Plan updates, any open space, recreation, or environmental resources planning, transportation impact studies, etc.
- Update the plan section on planning compatibility with adjoining municipal plans and ordinances which may have similarly been updated since the 2005 Plan.
- Review with the Township Comprehensive Plan Update Task Force (Planning Commission may serve this roll) all existing planning policies and delete, update, or replace as necessary to reflect desired changes.
- Review with the Township Comprehensive Plan Update Task Force all existing plan elements (Future Land Use, Housing, Community Facilities and Services, Transportation, Parks and Open Space) and revise as necessary to reflect the results of new analyses and desired changes.
- Review with the Township Comprehensive Plan Update Task Force all tasks recommended within the Plan's Action Plan and delete, update, or replace as necessary to reflect implementation or desired changes.
- Produce revised draft text and maps and review with the Township Comprehensive Plan Update Task Force and revise as necessary to result in a Task Force recommendation of adoption to the Township's Board of Supervisors.
- Conduct roughly a half-dozen publicly advertised meetings with the Township Comprehensive Plan Update Task Force to conduct the above-described work.
- Coordinate any of the above tasks, as relevant, with the Township staff and consultants, and to some extent, rely upon their expertise to help with the update in the areas of transportation, public and quasi-public utilities, stormwater management; includes coordination with any of the other Township committees that may desire to have input to the Plan update process. We would be willing to suggest other consultants that could form a more comprehensive team for any of the above topics.
- Assist the Board of Supervisors with its consideration and possible adoption of the draft updated Comprehensive Plan, including participating at a Planning Commission public meeting and a Board of Supervisors public hearing.

Other “non-essential” tasks that the Township may wish to have performed during the comprehensive plan update, but have not been factored into our ballpark estimate, include:

- Development of a water supply plan element, as recommended by the MPC (your current plan may incorporate sufficient discussion to satisfy this element currently under public facilities/services);
- Development of an energy conservation plan element, as recommended by the MPC. Note that Landscapes2 has such an element, and many municipalities are starting to zone for alternative energy systems, conduct energy audits, and show more interest in promoting energy efficiency in municipal and private-sector practices.
- Develop a Land Use Assumptions Report, as part of an Act 209 transportation capital improvements plan (and associated transportation impact fee). I could not tell from the 2005 Plan if you have an existing transportation CIP. This report would be an extension of the build-out analysis conducted during the existing land use inventory task.
- Development of an economic development plan element that would support and/or promote development of the Town Center, and/or redevelopment of some of the Township’s older and underutilized commercial areas (what is the status of the “uniform master plan” called for in the 2005 Plan’s Land Use Element, and the “corridor design plans” recommended for the Township’s commercial areas?).
- At the on-set of the Plan update process, conduct of a community sustainability assessment (CSA) that measures the extent to which the Township’s existing plans, policies, and ordinances promote environmentally sustainable practices within East Goshen Township, and recommends the removal of obstacles, creation of incentives, and establishment of standards. The Chester County Planning Commission is funding a CSA for Upper Uwchlan Township as part of its Vision Partnership Program grant, and the Township is using this CSA to help establish a future vision for guiding its comprehensive plan update.
- Conduct a community visioning process that engages Township officials, staff, business owners, large landowners, and other Township residents early on in the plan update process and gives them a stake in the outcome.

It is likely that adding two or more of the above “optional” tasks would add anywhere from \$6,000 to \$15,000 in additional plan development costs, depending on scope and other consultant expertise necessary to provide a meaningful product.

We assume that the Township would be interested in seeking a Vision Partnership Program (VPP) grant from Chester County to help fund the planning consultant costs for guiding the Plan update. If selected as the Township’s planning consultant, we would be happy to prepare the Township’s VPP grant application at no cost to the Township. The Township should be aware that the VPP program is now a competitive grant process, and applications follow a more rigorous County ranking process. The 2012 VPP grants have retained the 25% municipal match

requirement. Upper Uwchlan Township was one of six successful municipalities out of eleven who received a VPP grant in 2011. I believe their success can be largely attributed to: a) a complete grant application; b) innovative plan update components proposed, including an energy conservation plan and community sustainability assessment, c) a strong comfort level with the Conservancy as the Township's proposed planning consultant, and d) the Township pledged a municipal match in excess of 25%.

I hope this provides sufficient information for helping you and your colleagues develop an appropriate Township budget amount (and County planning grant strategy) for the desired update to the 2005 Comprehensive Plan. If at any time we can refine this memo and prepare a more detailed scope of work and budget, or formal consultant proposal, please do not hesitate to ask. Obviously, we could reduce a scope, or expand it, depending on the Township's desired Plan update budget. Also, should you have any additional questions, you are welcome to contact me at 610-388-8389, or at j.theilacker@brandywine.org.



THOMAS COMMITTA ASSOCIATES, INC.
Town Planners & Landscape Architects

MEMO

TO: Mark A. Gordon, CFM
Director of Code Enforcement/Zoning Officer
East Goshen Township

FROM: Thomas J. Comitta, AICP, CNU, RLA, ASLA

DATE: January 27, 2012

SUBJECT: **EAST GOSHEN TOWNSHIP
COMPREHENSIVE PLAN UPDATE**

Enclosed are 3 Transect-based exhibits that could help to inform the East Goshen Township Comprehensive Plan Update. The exhibits include:

1. Open Space;
2. Energy Efficiency; and
3. Traffic Calming.

Also enclosed are project profiles from two other Comp Plans.

Imagine that we reached consensus on a map that depicted the "Community Character Areas" of East Goshen Township from T-1 to T-6 as expressed on the enclosed exhibits. Then, imagine that we determined the relevant topics to "parse", and we effectively determined the type and level of intensity, density, use, protection, enhancement, redevelopment, development, etc., appropriate to each Community Character Area.

Perhaps four different levels of detail could emerge for the Comprehensive Plan Update in 2015 as outlined below.

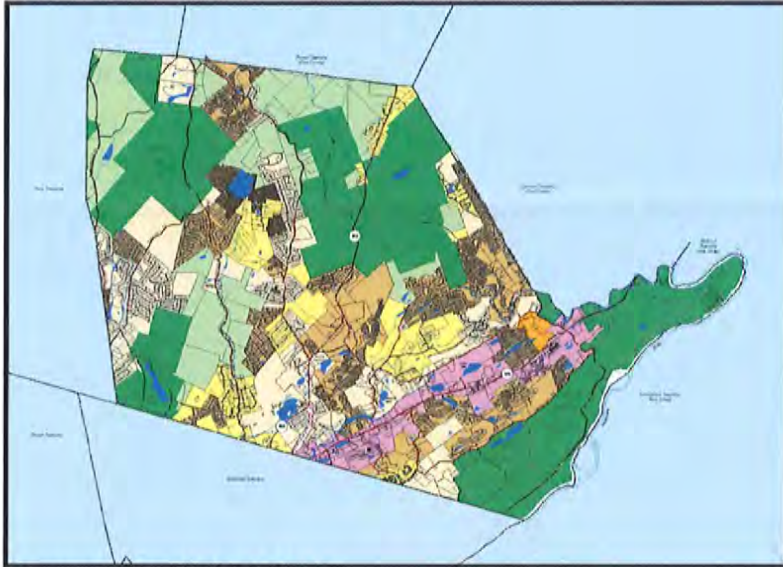
1. Prepare a Concise Addendum (approx. \$35K to \$42K);
2. Prepare a Partial Update (approx. \$55K to \$62K);
3. Prepare a Full Update (approx. \$75K to \$82K); and
4. Leave No Stone Unturned (approx. \$95K to \$102K).

Obviously, these are "ballpark" figures, and could change depending on the length of the process, number of meetings, number of drafts, etc. Also, they could change depending on the methodology, technique, public process, etc.

Please call if there are any questions.

Comprehensive Plan Update

Middle Smithfield Township - Monroe County, Pennsylvania



Proposed Character Areas Map

Proposed Character Areas include the following:

- T-1 Natural Preserve
- T-2 Rural Reserve
- T-3 Low Intensity Development
- T-4 Medium Intensity Development
- T-5 High Intensity Development
- T-6 Route 209 Corridor

The Township adopted the Comprehensive Plan Update on February 14, 2008. TCA is currently assisting the Township to implement its vision through a Traditional Neighborhood Development (TND) Ordinance.

Middle Smithfield Township is home to the natural beauty of the Poconos. However, the influx of residents from the NY/NJ metro area threatens to topple the delicate balance between resource protection and needed economic development. TCA assisted the Township to prepare a Comprehensive Plan that guides growth according to a rural-to-urban Transect (shown below), and demonstrates Best Practices and Models for development in a Manual of Design Guidelines.

Comprehensive Plan Update: 2007
Middle Smithfield Township - Monroe County, PA

T-3: Low Intensity Development Character Area

Best Practices & Models: Ponds at Woodward (Mendenhall, PA)



New Residential Cluster



Protected Ponds as Amenity

Overview:

1. Conservation Design can incorporate natural resource protection areas, while allowing for low impact residential development.

Recommendations & Best Practices:

1. Carefully position new dwellings in an environmentally sensitive manner.
2. Create low impact cluster development in fragile environments.

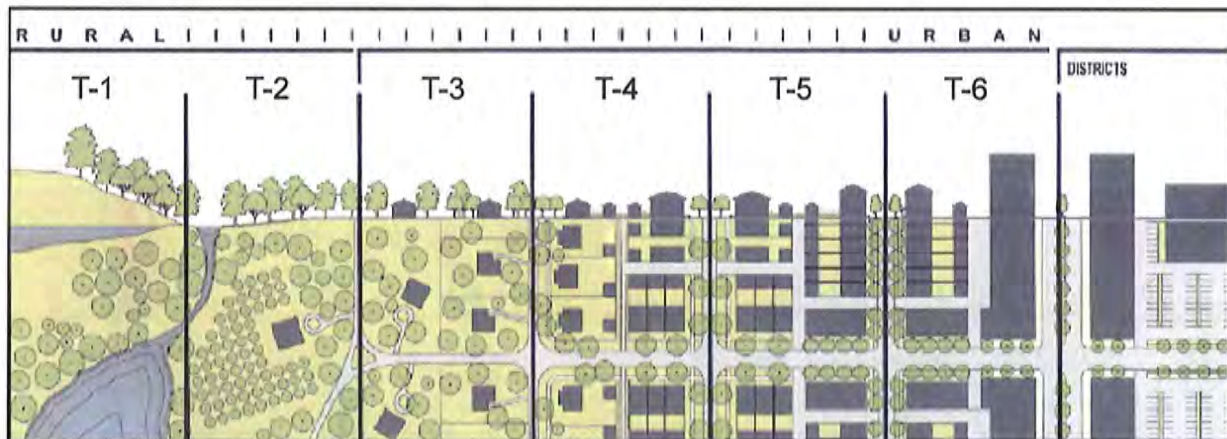


Adaptive Re-use of Old Barn



Shared Driveway to Triplex Cluster

4-17



The Transect Diagram

Source: DPZ

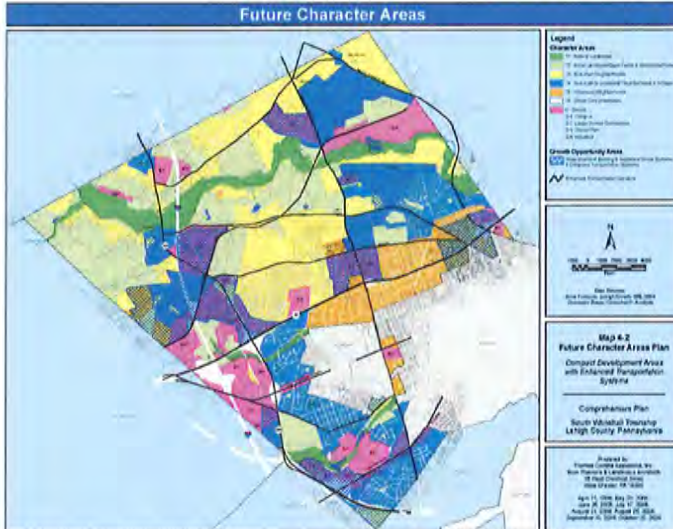


THOMAS COMITTA ASSOCIATES, INC.
Town Planners & Landscape Architects

© 2008

Comprehensive Plan Update

South Whitehall Township - Lehigh County, Pennsylvania



Future Character Areas Plan with Growth Opportunity Area Recommendations

The Plan outlined primary strategies for achieving the proposed growth, including:

- Enhance existing neighborhoods like Cetronia and Greenawalds to connect sidewalks and permit compatible neighborhood services;
- Redevelop aged commercial centers into mixed use centers;
- Create the opportunity for a new sustainable, traditional neighborhood in the northeast portion of the Township; and
- Increase circulation through enhanced public transportation and a comprehensive pedestrian network consisting of sidewalks, greenways and trails, and crosswalks.

As part of the Land Use Chapter, TCA provided photographic examples of Best Practices and Models to demonstrate the intended development and redevelopment.

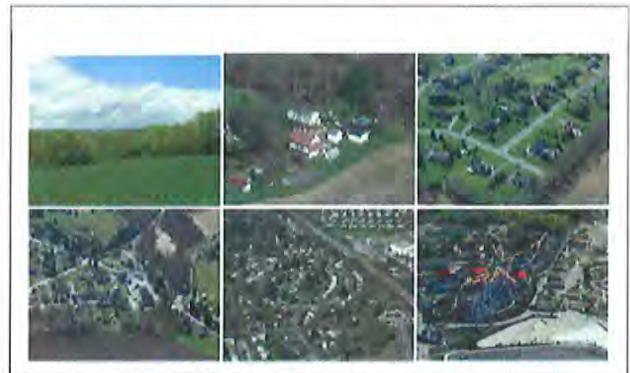
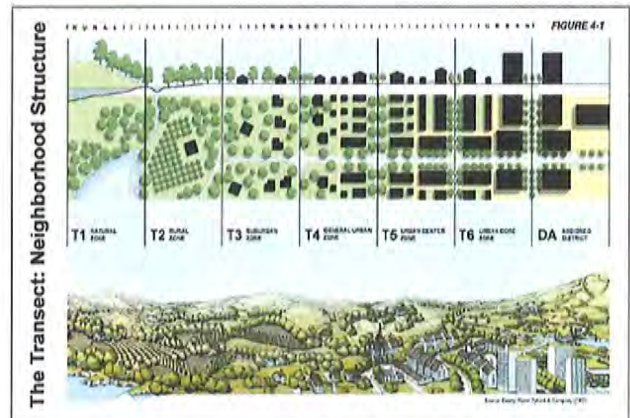
The plan was adopted in Spring 2009.

Top Right: The Transect used to distinguish neighborhood character;
Right: Cover photo depicting representative Character Areas in the
Township.

TCA assisted South Whitehall Township to develop and adopt its first Comprehensive Plan Update since 1968.

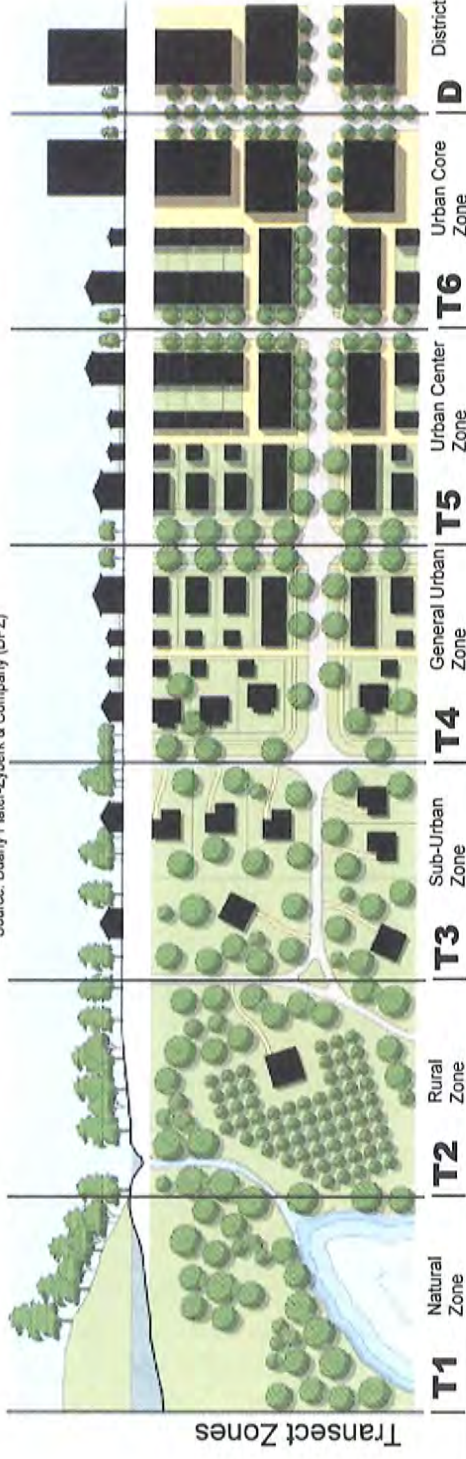
The overarching goal of this plan was to accommodate an increasingly diverse population through fiscally responsible growth, while creating opportunities for mixed use, pedestrian friendly centers that would decrease traffic congestion and encourage cohesive and diverse neighborhoods.

TCA used The Rural to Urban Transect (see below) to categorize the existing neighborhoods, develop preferred future characteristics for each area, and analyze the most appropriate places for new growth.



The Energy Efficiency Transect of Neighborhoods & Communities

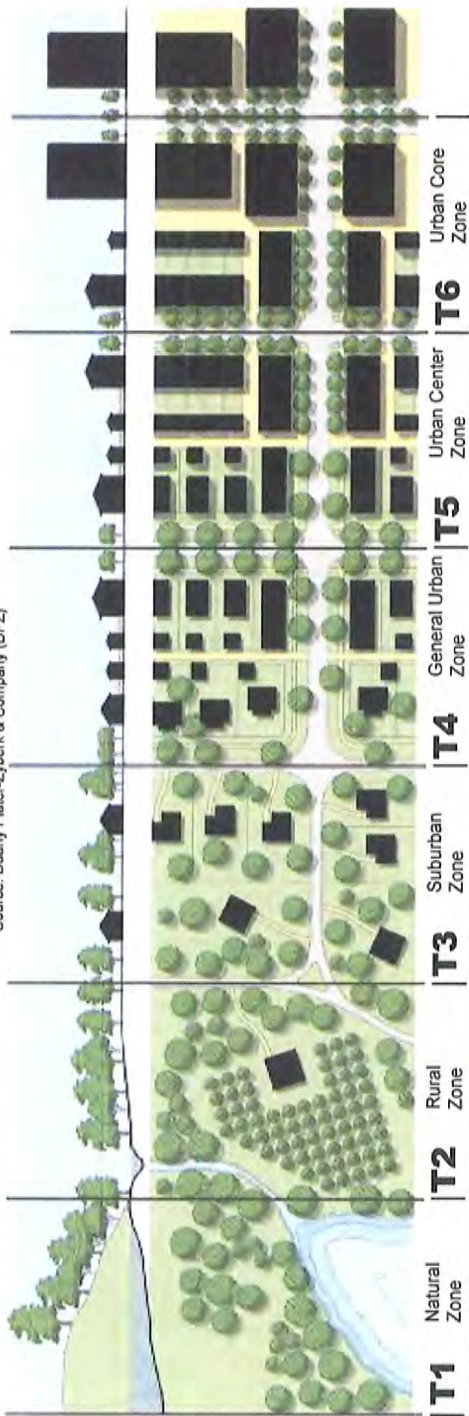
← R U R A L → T R A N S E C T → U R B A N →
Source: Duany Plater-Zyberk & Company (DPZ)



Neighborhood Types & Characteristics	T1	T2	T3	T4	T5	T6	D
Energy Efficiency Characteristics & Value-Added Components							
	Maximum Evapo-transpiration	Very Low Imprint & Surfacing	Low Imprint & Surfacing	Compactness of Community	Mixed-Uses in Proximity with Shared Parking	Walkability & Public Transportation	Extensive Surfacing & Heating

Common Open Space Areas, Types, & Character: A Declension Based on The Transect

← R U R A L → → U R B A N →
Source: Duany Plater-Zyberk & Company (DPZ)



Open Space Areas & Types

	T1 Natural Zone	T2 Rural Zone	T3 Suburban Zone	T4 General Urban Zone	T5 Urban Center Zone	T6 Urban Core Zone
Buffers & Buffer Areas						
Neighborhood Parks						
Mini-Parks						
Village Greens						
Squares & Plazas						

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: January 31, 2012

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: ABC Goals

Following are the 2012 goals from the Planning Session (based on the draft minutes. The task is to prioritize them so that each ABC knows what to undertake first. I would suggest that you rank each goal either: high, medium or low. We can then tally the results on Tuesday night.

Conservancy Board

Increase the riparian buffer plantings throughout the Township and continue monitoring new PA state law for impacts on the Township's riparian buffer ordinance.

Continue control of invasive plants species in Township wetlands, while leveraging past work with the Park & Recreation and Public Works Department on reforestation, understory and meadows efforts in Applebrook Park.

Continue education of residents on good environmental practices through articles in the Township Newsletter.

Continue looking for ways to increase recycling in the Township.

Create environmental education for residence around storm water control, such as rain gardens and rain barrels.

Assist the Township with implementing grants received in support of recommendations for the Stewardship Assessment by Natural Lands Trust Center for Conservation Landowners.

Historical Commission

Update existing signage at Plank House and Blacksmith Shop.

Install new podium sign for advertising in Historic Goshenville.

Complete a brochure on "Battle of the Clouds" and include within the brochure a "Call for Papers on the Battle of the Clouds".

Hold another Civil War Living History Day in June.

Hold a second History Program in a Lecture Format in the Fall.

Plant “Spring Garden” and develop a book of recipes for garden herbs.

Continue the archiving of artifacts/reproduction items in Blacksmith Shop and Plank House.

Get Facebook Page on-line.

Identified Areas that need improvement

Advertising of programs and activities

Increase the number of volunteers for programs and events

Municipal Authority

Ongoing

Submit an article for each newsletter.

Need by 2/8/12 - Kevin

Need by 5/9/12

Need by 8/8/12

Need by 11/14/12

February 2013

Attend West Goshen Meetings quarterly – more often if needed.

1st Quarter (March)

2nd Quarter (June)

3rd Quarter (September)

4th Quarter (December)

Respond to capacity requests in 45 days or less.

Implement I & I Plan

Conduct a sewer facilities tour after RCSTP construction is complete

Projects

Lockwood

Bid

Pipe Installation

Abandon Plant

Marydell Pump Station

Design/Permit

Bid

Pipe Installation

Abandon Pump Station

Hershey Mill Pump station
Design/Permit
Bid
Pipe Installation

Reserve Pump station
Design/Permit
Bid
Pipe Installation
Abandon Pump Station

Open House at the RCSTP 2012 after grass is fully established

Park and Recreation

Frank Vattalino presented his goals for the township recreation programs for 2012:

Working with the Farmers Market to develop a walking and nutrition program

Consider extending the Summer Camp from half days to full days

Work with scout who will be installing a chin up station in East Goshen Park

Work with Conservancy and Historical Commission Boards in providing summer camp participants with educational opportunities in summer 2012.

Planning Commission

Review the Township Zoning Ordinance by Article. Amend where necessary and make recommendations for adjustments to current and/or projected conditions.

Review and strengthen Planning Commission knowledge of Special Exception zoning applications.

Encourage board members to enroll in continuing education courses offered by Chester County 2020.

Arrange for an educational meeting(s) with a Township Zoning Hearing Board member and/or legal consultant to proactively review future concerns and refresh communications.(Topic to be determined)

Schedule Planning Commission self-evaluation discussions. (Timing, frequency and purpose to be determined by commission)

Initiate preliminary discussion(s) of Comprehensive Plan Update

Continue the commitment to working with new Applicants in a supportive, unbiased manner ensuring that development within the township adheres to the township ordinances, furthers the goals of the comprehensive plan and contributes to the quality of life for East Goshen Township residents.

Memo

East Goshen Township

Date: January 31, 2012
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Online Payments

The following is an excerpt from my October 6, 2011 memo on the Tag Report

Enable Online Registration and Payment for Park and Recreation Programs. Benefit - \$6,400 annually

Comment – there are two components to this recommendation.

Online Registration - It would incur the cost to modify the web page so that resident could submit applications on line. However, we typically receive applications for recreation programs, zoning/building permits, re-occupancy permits and utility or tax certificates. A zoning/building permit application requires the submission of plans so an online system to submit these applications is of no benefit. However, the other application could be done on line. Accordingly the cost to modify the web page would borne by the Township, Sewer and Refuse funds.

Online Payments – Online payments require an agreement with a bank/credit card company and processing fee. We used to accept credit card payments for utility bills, however, the processing fee (a base fee plus a percentage of the transaction amount) that we had to add to the balance due was disincentive and we abandoned the program. We would have to add the processing fee which we believe would be a disincentive.

I would add that a person with a past due utility payment, who was issued a lien notice, may be inclined to make the required payment with a credit card as opposed to having a lien placed on his property.

The alternative would be to include the processing fee into the overall fee structure, so that everyone pays the same amount whether they pay by check or credit card.

Recommendation - I would only suggest proceeding with online registration and payments if the Board includes the processing fee in the overall fee structure.

Updated Info - It would cost \$2-3,000 to modify the web page. We would need to have the payments processed (\$350 license + \$14.95/month service fee + 2.5% of each transaction).

Frank advises that a lot of the residents ask about signing up for Rec programs and paying for them on line. He estimates that 50% of the \$98,000 in Rec Fees we receive would be paid by a credit card. Tia estimates that 15% of the \$160,000 in delinquent utility payments would be paid with a credit card.

ABC Educational Program

Rick Smith

From: Senya D. Isayeff [
Sent: Friday, January 20, 2012 12:56 PM
To: rsmith@eastgoshen.org
Subject: RE: Board Governance and Leadership Development Program

I agree – please include it under New Business on the Agenda for the February 7th meeting. Thank you!

From: Rick Smith [<mailto:rsmith@eastgoshen.org>]
Sent: Friday, January 20, 2012 12:41 PM
To: Senya D. Isayeff
Subject: RE: Board Governance and Leadership Development Program

Senya

It would definitely help to provide an educational program for the various ABC . I think that the PC has benefited from the Master Planner Program.

A starting point would be to identify what we specific subjects (Roberts Rules of Order, effective meeting management, etc.) we want to educate the ABC members on.

Once we have done that we can look for a specific program or perhaps we could contract with a grad student at West Chester to teach a course on those subjects.

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

From: Senya D. Isayeff [<mailto:rsmith@eastgoshen.org>]
Sent: Friday, January 20, 2012 12:21 PM
To: rsmith@eastgoshen.org
Subject: Board Governance and Leadership Development Program

"All who have mediated on the art of governing mankind have been convinced that the fate of empires depends on the education of youth." - Aristotle

Rick,

Please share your thoughts on the idea of providing a Board Governance and Leadership Development Program to our ABCs.

In addition to the commercially available "off-the-shelf" programs, there are many resources (free and/or for a fee) that would further enhance the value our volunteers bring to the Township. (Please visit the following link I received from Adam Knox for an example of the various programs - <http://www.neumann.edu/cclde/>.)

The investment of the additional time a Program of this nature will require will, in the long run, generate huge dividends in the form of proper Board behavior, time-saving efficiencies and increased productivity.

I look forward to your thoughts,

Senya

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: February 2, 2012

To: Board of Supervisors

From: Rick Smith, Township Manager

Re: Job Classification and Compensation Study and Analysis

On January 5, 2012 I sent copies of the RFP for the Job Classification and Compensation Study and Analysis, to four firms and the RFP was posted on the Township web page. The date for submissions was January 31, 2012 and I received 6 responses. My comments are as follows:

Ackley Consulting Group, West Chester, PA – 7 Pages - Phase 1 \$85,000 plus expenses; Phase 2 - \$65,000. Six months to complete the project. They have experience in this type of work; however, the references provided do not include any municipalities in Pennsylvania.

Center for Social & Economic Policy Research, West Chester, PA – 7 pages - Phase 1 \$24,137.28; Phase 2 Included in Phase 1. They estimate that the project would be complete by mid November. They have experience in this type of work; however, the references provided do not include any municipalities in Pennsylvania. Proposal was detailed; however, we would need to clarify job ranking plan.

Condrey & Associates, Athens, GA - 25 pages - Phase 1 - \$17,000; Phase 2 - Follow up technical assistance would be provided a no cost through June 30, 2013 with the exception of travel related costs. Four months to complete project. They have extensive experience in this type of work, although their client list does not list any in Pennsylvania. Proposal was detailed sufficiently

Hay Group, Philadelphia, PA – 10 pages - Phase 1 \$41,000 to \$48,000; Phase 2 - \$12,000. Eight to 14 weeks to complete the project. They have extensive experience in this type of work, including Chester County, SEPTA and Peirce College. Proposal was detailed sufficiently.

Peter R. Johnson Company, West Chester, PA – 11 Pages - Phase 1 \$8,400 to \$9,500; Phase 2 \$4,200 to \$4,700. Eight to 10 weeks to complete project. They have extensive experience in this type of work for business and municipalities in Pennsylvania, including Borough of Malvern Valley Forge Sewer Authority and Lehigh County Authority. Proposal was detailed sufficiently. They were the only firm to request copies of our current job descriptions, job ranking plan, etc.

Public Sector Personnel Consultants, Columbus, OH – 11 pages, Phase 1 - \$15,000 (includes out of pocket expenses); Phase 2 – Training is included in Phase 1. Follow up technical assistance would be provided a no cost for one year. Three months to complete project. They have extensive experience in this type of work, including municipalities in Pennsylvania. References

include Cranberry Township, Hampton Township and North Hills Council of Governments. Proposal was detailed sufficiently.

Waters Consulting Group, Dallas, TX – 9 pages, Phase 1 - \$11, 700; Phase 2 – Training is not specifically listed in the report. Additional work outside of the scope is \$200/hr and additional on-site meetings are \$1,500/day plus expenses. Ten weeks to complete the project. They have extensive experience in this type of work, although their client list does not include any in Pennsylvania. Proposal was detailed sufficiently.

Recommendation – I would suggest that we engage Peter R. Johnson Company to perform the study at a cost of \$15,200. Their maximum cost is \$200 more than the next lowest responsive proposal; however it would be easier to work with a firm in West Chester as opposed to a firm in Ohio. I contacted the references and the consensus was that: his work was on time on budget, they would use him again or are still using him periodically. Attached is a recent article he wrote for the West Chester Chamber of Commerce Newsletter.

How Much Are You Or Your Job Worth?

By Peter R. Johnson



The Chamber Chatter is pleased to introduce a new columnist, Peter R. Johnson, a long-time Chamber member. Peter R. Johnson & Company is a Chester County, based compensation consulting firm that provides full-service resources for total compensation plan design and program

management support. Peter R. Johnson & Company, located on High Street in West Chester, has been serving the for-profit, not-for-profit, and the public sectors of the domestic market for over 32 years both regionally and nationally.

The capabilities of the firm's consultants support an integrated approach to design direct compensation plans for a client base that includes many sizes and types of organizations. As a small, independent consulting firm, our mission is to provide a more personal style of service to clients. The firm maintains an extensive and broad database on prevailing compensation practices in virtually all industry groups including over 100 published salary surveys and state-of-the-art compensation reporting and analysis software applications. These resources cover fixed (base salary and variable cash compensation), longer-term incentive plans, executive perquisites and benefits. As a matter of course in project situations, we orient and train client management and staff in plan concepts and mechanics, giving them operating independence after the project is completed.

Albert Pujols, recently of the World Champion St Louis Cardinals just signed a 10 year, 254 million dollar contract with the California Angels making him the highest paid first baseman among the 30 who have this job in major league baseball. Ten years ago, he was drafted 420th and signed with the Cardinals for a bonus of \$60,000. In 2011, his salary with the Cardinals was a little over \$14,500,000. Ryan Howard was paid \$350,000 in 2006 in his MVP year, \$900,000 in 2007 and was awarded a \$10,000,000 annual salary in arbitration in 2008. There are many other similar examples in baseball and other professional sports. How did Pujols and the Angels get to \$254 million and the arbitrator \$10 million for Howard? Determining the value of these jobs and others is a process, and the fundamentals of this process apply to all organizations, whether business, professional sports, not for profits or whatever.

What are the key factors which determine the monetary value of a job?

- **The Job:** What skills, experience, education, special training, behavioral characteristics are needed to effectively perform the job? The job or position description is the prevailing communication format for both the individual and the organization and therefore should be accurate and up to date.
- **The Organization's Needs:** What results must be accomplished by the person performing the job and how critical are they to drive organization success? What level of urgency does the organization have?
- **The Market:** How large is the supply of qualified people in the appropriate geography, if it is a factor, and how strong is the demand? What kinds of and how many organizations are competing for people to fill the same kinds of jobs?
- **The Person:** Does the organization need a superstar, or will a solid performer or emerging star with potential fill the bill? Do the organization's needs allow time for a person to develop, or does it require immediate results?

At the very core of any process of valuing a job, whether it is the free agent valuing of Albert Pujols, or the arbitrator who determined Ryan Howard's salary in 2008, quality data and proper analysis of it were essential. Whether you are an individual simply interested in testing your compensation in the market or an organization evaluating your whole compensation structure, the process is the same with quality data and thorough analysis at its core.

When the time comes, don't go down this path alone. Select a consulting company who has a long and proven track record for providing compensation and human resource services to corporations. Be sure their strengths lie in assessing job salaries and compensation criteria and will guide you through customizing the right packages for your firm in a timely and cost effective manner.

Peter R. Johnson & Company is a West Chester based compensation consulting firm that provides total compensation plan design and program management. Our experienced staff of compensation consultants enables Peter R. Johnson & Company to provide plan design, implementation support, and ongoing administrative services for all phases of a client's total compensation program. For more information on this topic, reach us at www.prjandco.com or 610-436-6114.

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: February 3, 2012
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Hershey Mill Dam

On Thursday February 2, 2012 Neil DeRiemer, Adam Brower of E.B. Walsh & Associates and I had a conference call with Richard Reisinger at PA DEP. We discussed the project and my comments are as follows:

- The permit application initially submitted by the Township is still active.
- The November 14, 2011 proposal from Walsh adequately identifies the tasks that need to be accomplished to permit the dam.
- The work product from the Walsh will include the required technical details which would then have to be incorporated into a bid package.
- It will take approximately one (1) year to design and permit the dam.
- We will need to address the area on the east end of the dam where a previous homeowner installed a swimming pool immediately below the dam.
- Walsh will need to provide scour protection at the bottom of the new spillway.
- The dam permit is good for a period of five (5); however, current regulations require that once construction is started it must be completed within two (2) years.
- The design flow to the dam is 1,056 cfs.
- The Township will not have to provide financial security.
- Dredging is considered maintenance. It could be done in conjunction with this application or at anytime in the future.
- If Adam has any questions during the design process he should call DEP to discuss the issue.

At the conclusion of the conference call Adam confirmed that the proposal he issued is still valid. We would need to have one issued to the Township and I have requested that he provide me with a proposal that mirrors the one he provided to Neil. I should have it by Tuesday night.

If we want to move forward the next step would be to accept the proposal.

Cc: Neil DeRiemer
Adam Brower, PE.



EDWARD B. WALSH & ASSOCIATES, INC.
Complete Civil Engineering Design / Consultation Services
Lionville Professional Center
125 Dowlin Forge Road
Exton, PA 19341

November 14, 2011

Friends of Hershey Mill Dam
Via email

RE: Hershey Mill Dam Spillway Design and Permitting
East Goshen Township, Chester County, PA

Dear Friends of Hershey Mill Dam Members:

In accordance with your request, EBWA has prepared a proposal for Civil Engineering and Professional Land Surveying services necessary to evaluate the existing dam and spillway and to provide a modified system that will meet DEP regulations. The proposal includes the necessary engineering to prepare a plan set that includes the necessary details for construction. In addition the proposal includes the required preparation of the DEP applications for the review of the dam and spillway design and permitting for the dam to remain.

Edward B. Walsh and Associates, Inc. (EBWA) proposes the following:

I. Site Survey and Base Plan Preparation:

1. Site Survey of Existing Features:

- a. Survey to be performed of existing features and topography in area proposed for improvements.
- b. Survey cross-sections of pond area including the embankment and area downslope of the embankment.

2. Finalize Base Plan in CAD File of parcel showing additional features surveyed.

Total I.....\$2,910.00

II. Pond Spillway Design:

1. Determine flow rate to dam.
2. Perform modeling to determine spillway sizing and embankment improvements needed to meet DEP regulations.

REGISTERED PROFESSIONAL ENGINEERS & LAND SURVEYORS
Pennsylvania, New Jersey, Delaware, Maryland & North Carolina
610-903-0060 FAX 610-903-0080
www.ebwalshinc.com
Established 1985

3. Perform geotechnical analysis of existing embankment at spillway.
4. Prepare construction improvement plan set including the following:
 - Existing features plan
 - Proposed grading and improvement plan
 - Erosion control to be implemented for construction
 - Construction staging
 - Spillway and embankment details
 - Rock energy dissipater design and specification
 - Construction and erosion control details

Total II.....\$23,125.00

III. DEP Dam Permit:

1. Prepare application package including the following:
 - Environmental Assessment
 - Risk Assessment
 - Dam Permit
 - General Information Form
 - Operation and Maintenance Program
 - PNDI Search
 - NPDES Permitting

2. Meet with client and DEP staff (budget 16 hours)

Total III.....\$11,125.00

Grand Total I, II, III & IV (Preliminary/Final Plans).....\$37,160.00

Please note that the above does include normal revisions to the plan and hydrological analysis as requested by DEP. This proposal does not however, include major revisions to the plan as requested by the Client, DEP and/or the Township beyond the Permit requirements. In addition this proposal does not include construction inspection or retaining wall designs for the proposed berm height modification.

This proposal is valid for a period of 90 days from the date of this proposal, after which EBWA reserves the right to update. Any other work not included within the scope of this project will be subject to your prior approval and will be billed on a time and material basis at the following hourly rates:

November 14, 2011
Friends of Hershey Mill Dam
Dam Spillway Design / Permitting Proposal
Page 3 of 3

Principal	=	\$150.00/Hour
Landscape Architect	=	\$125.00/Hour
Project Mgr./Sr. Eng. & Surveyor	=	\$125.00/Hour
Project Mgr./Engineer	=	\$100.00/Hour
Prof. Land Surveyors	=	\$ 95.00/Hour
Chief of Survey	=	\$ 95.00/Hour
Environmental Scientist	=	\$ 90.00/Hour
Designer I	=	\$ 95.00/Hour
Draftsperson/CADD	=	\$ 95.00/Hour
Draftsperson	=	\$ 85.00/Hour
Inspector	=	\$ 78.00/Hour
Survey Crew (2-Man Crew)	=	\$135.00/Hour

** The above-referenced rates are subject to annual adjustments in January of each year.

Payment terms are net thirty (30) days. Invoices are sent monthly on work performed each month. If this proposal meets with your approval, please sign, date and forward one (1) copy to my attention. We can schedule the work upon your authorization to proceed.

I would like to take this opportunity to thank you for giving EBWA the opportunity to provide you with this proposal and I look forward to the prospect of working with you on this project.

Very truly yours,
EDWARD B. WALSH & ASSOC., INC.



Adam J. Brower, P.E.
Project Engineer

PROPOSAL ACCEPTANCE:

Authorized Signature

Date

draft
EAST GOSHEN TOWNSHIP
ANNUAL PLANNING MEETING
January 7, 2012

The East Goshen Township Board of Supervisors and members of the ABCs met on Saturday, January 7, 2012 at 8:05 am at the East Goshen Township Building for the Annual Planning Meeting. Those in attendance were:

Board of Supervisors

Senya Isayeff, Chairman
Thom Clapper, Vice Chairman
Carmen Battavio
E Martin Shane
Charles Proctor

Conservancy Board

Sandra Snyder, Chairman
Adam Knox, Vice Chairman
Bryan Del Monte
Walter Wujcik
Ginnie Newlin

Historical Commission

Ellen Carmody, Chairman
Ben Rohrbeck, Co-Vice Chairman
Sue Ciorletti
Kathryn Yahraes
Monica Close

Municipal Authority

Dana Pizarro, Vice Chairman
Jack Yahraes
Kevin Cummings

Planning Commission

Sue Carty, Chairman
George Martynick
Al Zuccarello

Park & Recreation

Phyllis Marron

Township Staff

Rick Smith, Township Manager
Mark Miller, Director of Public Works
Mark Gordon, Zoning Officer
Frank Vattalino, Director of Recreation

The meeting started at 8:05 am. Senya thanked everyone for attending.

Conservancy Board

Sandra Snyder presented the Conservancy Board's accomplishments for 2011 and goals for 2012.

Mission Statement

Protect and nurture East Goshen's natural resources and educate East Goshen citizens of their importance.

Accomplishments for 2011

1. Planted 100 understory plants in Spring and 24 additional dogwood and other small trees plants in Fall at reforestation area of Applebrook Park.
2. Continued working with help from Chester Ridley Crum (CRC) Watershed on maintenance of past plantings in Supplee Valley open space along Chester Creek restoration area.
3. Tracked the completion of Tree Ordinance Amendments drafted by the Conservancy Board that were reviewed by the Chester County Planning Commission and approved by BOS.
4. Submitted recommendations with cost estimates, including protection of riparian buffers, to BOS on the Stewardship Assessment by Natural Lands Trust Center for Conservation Landowners.
5. Continued invasive control for Township open spaces by Blacksmith Shop and Supplee Valley.
6. Submitted four articles to Township quarterly newsletter - Rain Garden (Winter 2011), Bird Nest Boxes and Bluebirds and CRC Healthy Yards, Healthy Creeks (Spring 2011), Why Turn a Lawn into a Meadow? (Summer 2011) and Update on Trees and New Understory Plants in Applebrook Park (Fall 2011). Also, staffed table at Township Community Day.
7. Monitored the seventeen bird nest boxes installed by Public Works in Ashbridge Preserve, Applebrook Park, and Supplee Valley open space.
8. Continued working with help from West Chester University to monitor the growth and benefits of forest restoration at Applebrook Park.
9. Reviewed Township Standards for Meadows with Township Code Enforcement.

Goals for 2012

1. Increase the riparian buffer plantings throughout the Township and continue monitoring new PA state law for impacts on the Township's riparian buffer ordinance.
2. Continue control of invasive plants species in Township wetlands, while leveraging past work with the Park & Recreation and Public Works Department on reforestation, understory and meadows efforts in Applebrook Park.
3. Continue education of residents on good environmental practices through articles in the Township Newsletter.
4. Continue looking for ways to increase recycling in the Township.
5. Create environmental education for residence around storm water control, such as rain gardens and rain barrels.
6. Assist the Township with implementing grants received in support of recommendations for the Stewardship Assessment by Natural Lands Trust Center for Conservation Landowners.

Sandra addressed the invasive species problems and mentioned the plan for Applebrook that was done by the National Lands Trust. Bryan mentioned the blue bird boxes and thanked Rick Smith for his assistance in applying for grants. Carmen asked about the process for finding grants. Sandy answered that most funding comes from large companies such as PECO. She thanked those who have provided information on possible grants. Carmen mentioned the new 501c3 committee through which residents can give tax deductible contributions to the township. Sandra also mentioned that the Conservancy Board would like to have the riparian buffer increased from 50 feet to 100 feet.

Historical Commission

Ellen Carmody presented the Historical Commission's accomplishments for 2011 and goals for 2012.

Accomplishments

1. Successful Civil War Living History Day Event in June.
2. Successful Chester County Day Event in October.
3. East Goshen GIS Atlas Project completed for Chester County.
4. Security System installed in the Plank House and Blacksmith Shop.
5. Museum Archiving Program installed on Historic Commission Computer with part of the Blacksmith Shop artifacts/reproductions catalogued.
6. Plank House Garden reconfigured to the Colonial Period layout
7. Plank House Garden brochure prepared and printed
8. Bellows and Bins to hold coal installed in Blacksmith Shop.
9. Barn Board installed on one wall of the Wheelwright Shop Meeting Room.
10. Developed Blackpowder Guidelines for use of Period Weapons and had them incorporated into the East Goshen Zoning Ordinance.
11. Photos of all Historic Houses on the East Goshen Inventory List scanned and saved to memory stick.
12. Permission from BOS to have a Facebook page for advertising.
13. Increase in donations (see donations section below).
14. Grant application to ABPP for GIS "Battle of the Clouds" Project submitted by Chester County due to initiative of the EG Historic Commission.
15. Pending \$500 Grant through the Dark Valley Questors
16. Temporary lighting installed outside of Plank House.

Goals and Objectives Approved or Started in 2011 to be completed in 2012

1. Update existing signage at Plank House and Blacksmith Shop.
2. Install new podium sign for advertising in Historic Goshenville.
3. Complete a brochure on "Battle of the Clouds" and include within the brochure a "Call for Papers on the Battle of the Clouds".
4. Hold another Civil War Living History Day in June.
5. Hold a second History Program in a Lecture Format in the Fall.
6. Plant "Spring Garden" and develop a book of recipes for garden herbs.
7. Continue the archiving of artifacts/reproduction items in Blacksmith Shop and Plank House.
8. Get Facebook Page on-line.

Identified Areas that need improvement

1. Advertising of programs and activities
2. Increase the number of volunteers for programs and events

Donations Received

1. Security System for Plank House & Blacksmith Shop
2. Large Wine Barrel from Chaddsford Winery
3. Original "Little Lulu" Book
4. Leatherworking Bench from Historic New Castle, DE
5. Butter churn
6. Archiving Program Book
7. Ten Civil War books
8. Kerosene lanterns, tools and a wheel donated for the Blacksmith Shop
8. Two sets of women's Colonial clothing
9. Paint for Meeting Room in Wheelwright Shop
10. Painter offered to donate his services to paint the outside of the Plank House.
11. Barn Board for Wheelwright Shop Meeting Room.
12. Tent for events
13. Two Jeffersonian cups
14. \$25.00 Gift Card from Wegman's
15. \$25.00 Gift Card from Genuardi's
16. All ingredients for ice cream making for the Civil War Event
17. Photos and Scrapbook album of the June Civil War Event

Other Sites and Programs at which the Historic Commission Participated or Volunteered

1. National History Day – Immaculata University
2. CCHPN Workshop on Section 106 – Chester County Historic Society
3. Fugett Awards Ceremony – Fugett Middle School
4. Goshen Friends Camp – East Goshen
5. Community Day – East Goshen
6. Civil War Travelling Exhibit – Great Valley
7. Pumpkin Festival – East Goshen
8. Paoli Illumination – Paoli Battlefield
9. Chili Cookoff – West Chester
10. Harvest Festival – East Goshen
11. Colonial Plantation
12. Brandywine Battlefield
13. Chadds Ford Days – Chadds Ford Historical Society
14. Historic Sugartown
15. Martin's Tavern (Blacksmith Shop) – Marshalton
16. Lecture at Hershey's Mill Lunch Group
17. East Goshen Farmer's Market

Items of note

Preparation for the June Civil War Program

1. Within a five month period this whole program was put together – this alone is a huge accomplishment.
2. Many hours of volunteer research in the Chester County Archives and at the Chester County Historical Society.
2. Volunteer visits to historic sites in Harper's Ferry, Gettysburg and Montgomery County to gather information.
3. Sewing 8 women's Civil War outfits and 4 men's shirts. If these items had been purchased, it would have cost the Historic Commission almost \$3,500. The Historic Commission purchased the patterns and material and had some volunteers sew the outfits and shirts, by doing this the Historic Commission was able to costume volunteers for under **\$1,000.** **This was a huge undertaking with great savings!!**

4. Reconfigure the Blacksmith Shop and two rooms in the Plank House to reflect the 1861 Period. This included building coal bins for the Blacksmith Shop, setting up the bellows, building a bar for the PH Tavern, obtaining period correct ginger beer bottles (and making ginger beer), obtaining period correct mugs, cutlery, oil lamps, clock, wood burning stoves, copy of an actual recruiting poster and a Tavern license among other things. Several volunteers travelled to New Jersey to get one of the woodburning stoves and oil lamps.
5. Developed Blackpowder Guidelines for the use of Period Weapons.
6. Monthly writes of the events that took place in 1861.

Archiving Program

1. Museum Quality Archive Program for small historic sites was a free download on the internet and the book required for use of the program was donated to the Historic Commission.

Ellen introduced the other Commission members who were present. She thanked the Board of Supervisors, other ABC members and Mark Miller and Public Works Department for their help throughout the year. This year they made the change from the Revolutionary War to 1861, the start of the Civil War. They changed the inside of the Plank House to a tavern, made all new costumes for under \$1,000, and brought in a cavalry regiment for Living History Day. Mark Miller installed posts for the horses. Mark Gordon helped set up black powder guidelines for the guns. 450 people attended the Living History Day in June and 357 attended Chester County Day in October. Ellen presented the Chester County GIS Project map to the Township. This map identifies the historic buildings in East Goshen. The State has cut back on funding for state sites so there is more responsibility on local sites to continue historic preservation. The Battle of the Clouds is an important historic event that occurred in East Goshen. After a campaign by many people, Chester County has applied for another grant to do the Battle of the Clouds. The largest donation the Commission received this year is the new security system just installed in the Plank House and Blacksmith Shop. She thanked all the volunteers, Jack Yahraes for his work in the Blacksmith Shop, and Dave and Ruth Kiefer for the photos and album of Living History Day.

Municipal Authority

Dana Pizarro presented the Municipal Authority's accomplishments for 2011 and goals for 2012.

YEAR END REPORT

ON-GOING

1. Submit an article for each newsletter.
 - a. Need by 2/9/11 - Joe - Completed
 - b. Need by 5/4/11 - Fran - Completed
 - c. Need by 8/3/11 - Jack - Completed
 - d. Need by 11/2/11 - Dana - Completed
 - e. February 2012 - Kevin
2. Attend West Goshen Meetings quarterly – more often if needed.
 - a. 1st Quarter (March) Jack
 - b. 2nd Quarter (June) Fran
 - c. 3rd Quarter (September) Jack
 - d. 4th Quarter (December) Joe
3. Respond to capacity requests in 45 days or less. No requests received
4. Implement I & I Plan Completed
5. Conduct a sewer facilities tour after RCSTP construction is complete

RIDLEY CREEK PROJECT

1. Monitor construction. Project completed
2. Invite Board of Supervisors and all other ABC members to tour the plant. Defer until 2012
3. Open House at the RCSTP - The Authority agreed to have open house in 2012 after grass is fully established
4. Have Siemens conduct a training session for Miller and Township Employees on the new SBR unit. (This would be in lieu of us going to the Siemens' facility in the mid-west.) Completed

ACT 537 PLANNING

1. Obtain Act 537 Plan approval for the Lockwood STP Abandonment Project. Completed 3/29/11

2. Obtain Act 537 Plan approval for the Greenhill PS Redirection and the Reserve PS Abandonment Project. Completed 6/11
3. Obtain Act 537 Plan approval for the Marydell PS Abandonment project. Completed 12/11
4. Obtain construction permits, solicit bids and start construction of the Marydell PS Abandonment project. Proposal accepted 10/11

They completed the upgrade of the sewer treatment plant. Dana thanked Joe McCawley and Jack Yahraes for their time and efforts and Rick Smith for keeping them on budget. Bryan asked for a definition of INI. Dana explained it is extraneous flows, which is inflow from storms and infiltration from longer term flows from broken pipes. Reports are filed electronically and can be found on the Township website.

Solid Waste Authority of Chester County

Carmen Battavio was appointed to this Authority 16 months ago. He reported that the Lanchester Landfill is opening the last section where they are permitted to bury trash. They need to expand which may involve going globally. The trash creates Methane gas which the Landfill sells. Also, the leaves, twigs, etc. that are brought to the landfill are finely chopped into mulch which they also sell. They purchased a new, bigger machine to make the mulch. The commissioners approved a change to the charter to allow solar and windmill energy. They started a new recycling program. When West Chester University took down 2 buildings on the campus, they brought the building debris to the landfill. The landfill grinds it and uses it to layer between the trash. Carmen feels the landfill will go higher and continue to use new sources of recycling. They have an open house in October. Nancy Frommich does all the educational programs with the public.

Park and Recreation

Phyllis Marron presented the Park & Recreation Board's accomplishments for 2011.

1. In cooperation with the Friends of East Goshen and other sponsors, many successful events, programs and clinics were held including:
 - a. Egg Hunt
 - b. Community Yard Sale
 - c. East Goshen Farmers Market
 - d. Community Day
 - e. Harvest Festival
 - f. Neighbor-to-Neighbor Day
2. With assistance from students at East High School, a Facebook page was set up. The Board will continue to improve communications with residents.
3. Maintained cooperative agreements with West Chester Area School District and Villa Maria Academy. Also, Frank Vattilano, Director of Recreation, coordinated with several municipalities on various trips for the residents.
4. Born Learning Trail sponsored by CTDI was installed in East Goshen Park.
5. Cut a \$9,000 deficit in the Summer Camp Program to just over \$600.
6. Updated the Park Rules and Regulations and the permit application form.
7. Established a uniform vendor fee structure and increased fees.
8. The new bridge in Applebrook was dedicated and a trail was installed.
9. Extended the walking trail around the center circle in East Goshen Park and created additional parking spaces.
10. Improved communication through the Township website about which fields are open or closed.

Frank Vattalino presented his accomplishments for 2011. Some of his goals for the township recreation programs for 2012 include:

1. Working with the Farmers Market to develop a walking and nutrition program
2. Consider extending the Summer Camp from half days to full days
3. Work with scout who will be installing a chin up station in East Goshen Park
4. Work with Conservancy and Historical Commission Boards in providing summer camp participants with educational opportunities in summer 2012.

Frank thanked Mark Miller for all of his help throughout the year.

1
2 **Planning Commission**

3 George Martynick presented the accomplishments of the Planning Commission for 2011 (see attached).
4 He thanked Rick Smith, Mark Gordon and the Board of Supervisors for helping to get qualified applications
5 approved. Ginnie asked about lighted signs. George answered that decisions haven't been made yet.
6 Sue Carty presented the goals of the Planning Commission for 2012 (see attached).
7 Sue commented that the focus for this year is education. Bryan asked about the flashing lighted sign on Paoli Pike at
8 the nursery in Willistown. The Commission is reviewing the ordinance. Sue would like to find a speaker with a
9 futuristic view. What should we be anticipating in the future? What do we want East Goshen to be like for our
10 grandchildren? Marty encouraged the ABC members to look at the sections of the Ordinance that apply to their
11 Board and forward ideas to the Planning Commission. Also, start looking at the Comprehensive Plan. The Planning
12 Commission has overall responsibility for these but input from others will help them.

13
14 **Deer Committee**

15 Carmen reported that the program is being managed as needed.
16

17 **Closing Comments & Announcements**

18 Senya held up a sign that Sue Carty got off a British website. He asked "What makes a city entrepreneurial?" East
19 Goshen is competing with other townships and needs to do things differently in order to succeed. In the past,
20 Hershey Mill was always filled. Today there are 50-60 units empty. The East Goshen property tax is still 1.25 mills
21 while other communities are raising their taxes. We have to think 10+ years in the future. The Mars parent company
22 selected the local site for global training. People will be coming here from around the globe. The members of COG
23 met at Mayor Committa's home to discuss working together when something like this comes up. East Goshen has no
24 hotels but other communities do. The Community Development Committee (CDC) was formed and 9 members were
25 appointed to reach out to the business community so we know what is happening with the businessmen in East
26 Goshen. Empty buildings don't generate revenue. Residents are invested in their homes so we must work to protect
27 those values to get the highest return when they want to downsize.
28 July 7, 2012 is the West Chester Criterium. This bike racing event has grown every year. They are looking for a
29 location where they can hold some of the morning heats. When they googled, they found that the oval of Enterprise
30 Drive here in East Goshen is ideal. There are tremendous opportunities with something like this.
31 June 2017 will be a major event with the East Goshen Bi-Centennial celebration. Senya feels it would be worthwhile
32 to develop a motto and design something to give out that people will recognize as East Goshen. Please let the
33 township staff or Board of Supervisors know if you have any ideas.
34 Regarding volunteers, a survey was done of the time that East Goshen ABC members volunteer each year. The
35 average is 240 hours or 30 working days. The PA value of time is \$20.51. Senya has put up some posters reading
36 "East Goshen Township Heroes aren't born....they Volunteer."

37
38 Marty acknowledged the township staff and their daily efforts. East Goshen is known for its excellent snow removal.
39 Carmen announced that East Goshen received a new salt truck. It will be out front for everyone to see.
40

41 Ginnie Newlin mentioned that she was at a recent event and was told that the environment in East Goshen is in good
42 hands.
43

44 Jack Yahraes announced that "Keep East Goshen Beautiful Day" will be Saturday, April 14, 2012. Mark Miller will
45 have the garage open so people can see the township equipment.
46

47 The meeting was adjourned at 10:00 am.
48

49 Respectfully submitted,
50

51
52 Ruth Kiefer, Recording Secretary
53
54

EAST GOSHEN TOWNSHIP
PLANNING COMMISSION
1580 PAOLI PIKE
West Chester, Pennsylvania
19380

December 28, 2011

EAST GOSHEN TOWNSHIP
Planning Commission Goals

Dear Planning Commission members,

Please review the following goals and consider changes, additions, etc. for discussion at our January 4, 2012 meeting.

1. Review the Township Zoning Ordinance by Article. Amend where necessary and make recommendations for adjustments to current and/or projected conditions.
2. Review and strengthen Planning Commission knowledge of Special Exception zoning applications.
3. Encourage board members to enroll in continuing education courses offered by Chester County 2020.
4. Arrange for an educational meeting(s) with a Township Zoning Hearing Board member and/or legal consultant to proactively review future concerns and refresh communications.(Topic to be determined)
5. Schedule Planning Commission self-evaluation discussions. (Timing, frequency and purpose to be determined by commission)
6. Initiate preliminary discussion(s) of Comprehensive Plan Update
7. Continue the commitment to working with new Applicants in a supportive, unbiased manner ensuring that development within the township adheres to the township ordinances, furthers the goals of the comprehensive plan and contributes to the quality of life for East Goshen Township residents.

Respectfully,

Susan Carty
Chairman

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
January 17, 2012 – 6:00pm
Draft Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper, and Supervisors Marty Shane, Carmen Battavio and Chuck Proctor. Also present were Township Manager Rick Smith, Deb Beury and Brian McCool (Finance Dept), Sue Carty (Planning Commission), Kathryn Yahraes (Historical Commission), Ginnie Newlin (Conservancy Board), Township Solicitor Kristin Camp, State Rep. Dan Truitt, and a number of residents.

Executive Session

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

Call to Order & Pledge of Allegiance

Senya called the regular meeting to order at 7:00pm. He asked resident Arthur Jones 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

Resident Leo Sinclair said he would be making an audio recording of the meeting.

Public Comment on Non-Agenda Items

None.

Police Report

Chief John Dumond reported that WEGO received 561 calls for service from East Goshen in December 2011. The January 8 traffic fatality that occurred on N. Chester Road near E. Boot Road is still under investigation.

Chairman's Report

Senya announced that the Board met in Executive Session on January 10 and earlier this evening to discuss a personnel matter.

Public Hearing – Park & Rec Board

The Board held a public hearing to consider an ordinance that would repeal Ordinance No. 125 enacted by the Board of Supervisors on March 17, 1998 to establish the Park & Rec Board and Chapter 51 of the East Goshen Township Code titled "Park and Recreation Board."

Carmen moved to approve the ordinance that would repeal Ordinance No. 125 and also Chapter 51 of the Township Code. Chuck seconded the motion.

1 Public comments were made by the following residents:

2
3 Regina Stewart - Monte Vista Drive
4 Chris Taraborrelli - Warrior Road
5 Jim Douglas - Grand Oak Lane
6 Ted Wingfield - Linda Vista
7 Alice Horton - Ellis Lane
8 Grace Wingfield - Linda Vista
9 Ann Cummings - Millrace Lane
10 Joseph Sweeney - Monte Vista Drive
11 Rob Gionfriddo - King George Court
12 Jack Dempsey - Jamestown Way
13 Leo Sinclair - Lochwood Lane
14 Arthur Jones - Rexton Drive
15 Brian Pariseault - Monte Vista Drive
16 Lamar Webb - E. Highland Ave
17 Jim Christenson - Meadow Drive
18 Corrine Edelman - Monte Vista Drive

19
20 The Board voted unanimously to approve the motion.

21
22 A court reporter was present and will provide a complete transcript of the proceedings.

23
24 **Public Hearing – Amendment to Chapter 225 of Township Code**

25 The Board conducted a public hearing to consider an ordinance to amend Chapter 225 of the East
26 Goshen Township Code titled “Vehicles and Traffic.”

27
28 Marty moved to approve the ordinance amendment. Carmen seconded the motion. Resident Joe
29 Buonnano of Herron Lane made a comment on the motion. The Board voted unanimously to
30 approve the motion.

31
32 A court reporter was present and will provide a complete transcript of the proceedings.

33
34 **Land Lease Agreement with Liberty Towers**

35 Richard Lemanowicz, Esq. was present for Liberty Towers.

36
37 Township Solicitor Kristin Camp summarized the history of this matter for the benefit of the
38 audience. She reported that former Supervisor Don McConathy made some comments that were
39 incorporated into the final draft of the agreement and he also recommended the phrase “and any
40 utilities servicing the facilities” be inserted into item 10, Removal of Communications Facility,
41 on page 6 at the end of line 3. Ms. Camp said she agreed with Mr. McConathy’s recommend-
42 ation for this addition. Mr. Lemanowicz said he had no objection to this addition.

43
44 Marty moved to approve the Liberty Towers LLC Lease Agreement as amended and the plan to
45 construct a wireless communications tower at the Township property and to authorize the

1 Chairman of the Board and Township Manager to execute the agreement. Carmen seconded the
2 motion.

3
4 Chuck said that he would recuse himself from the vote this evening due to the fact that he voted
5 on the Liberty Towers application when he served on the Planning Commission, and he recused
6 himself from voting on it when it came before the Zoning Hearing Board while he was a member
7 of that Board.

8
9 Thom had a question about something Senya said was a fixed line item (?) and he also wanted
10 confirmation that the staff had checked the all the numbers for accuracy. He was told the
11 numbers were accurate.

12
13 *Public Comment: Ginnie Newlin (Conservancy Board)* – Said she would like reassurance that
14 the construction of this cell tower will in no way impinge on the wetlands in the area. Rick told
15 her it will not affect the wetlands as the tower will be constructed on existing blacktop.

16
17 *Public Comment: Joe Buonnano, Herron Lane* – Asked if the Township had any financial
18 guarantees from Liberty Towers in case they go bankrupt. Kristin Camp told him yes, that
19 Liberty is required to post a bond.

20
21 *Public Comment: Rob Gionfriddo, King George Court* – Asked where the tower would be
22 located, and Senya explained the location behind the public works building. Mr. Gionfriddo
23 asked what would be the financial benefit to the Township and Senya outlined the remuneration
24 the Township would receive. Mr. Gionfriddo asked if the Township would incur any out-of-
25 pocket costs for this project and Senya said no. Finally, Mr. Gionfriddo asked when construction
26 would begin and Mr. Lemanowicz said as soon as possible.

27
28 Thom referred to page 3 of the “Critical Term Sheet” where **Insurance** is defined, and asked if
29 Liberty Towers is required to notify the Township if any of their contractors or subcontractors
30 allow their insurance to lapse. Kristin said that item 12 in the Land Lease Agreement would
31 cover this matter. It puts the onus on Liberty Towers to make sure their contractors and
32 subcontractors are adequately covered.

33
34 *Public Comment: Kathryn Yahraes (Historical Commission)* – Asked if the color of the pole has
35 been selected yet. Senya said not yet, but it will definitely not be stark white.

36
37 *Public Comment: Joe Buonnano, Herron Lane* – Asked if the Township will be provided with
38 insurance certificates and Kristin Camp said yes.

39
40 *Public Comment: Don Coover, Highland Avenue* – Had a question about whether lighting would
41 be required on the tower. Senya said the Brandywine Airport and the FAA were both consulted
42 and no lighting will be required on the tower.

43
44 There was no further discussion or public comment. The Board voted 4:0 to approve the motion.
45 (Chuck Proctor abstained from voting).

1 **Defined Benefit Pension Plan**

2 Marty moved to appoint the Pension Committee as Trustee of the current Defined Benefit Plan
3 managed by Key Financial and INR per the January 5, 2012 recommendation of the Pension
4 Committee. Thom seconded the motion.

5
6 *Public Comment: Joe Buonnano, Herron Lane* – Asked if there are any financial guarantees in
7 the pension plan. Rick and Marty told him no. Marty said there is a targeted rate of return but
8 no guarantees.

9
10 There was no further discussion or public comment. The Board voted unanimously to approve
11 the motion.

12
13 **Post-Employment Benefit Trust Plan**

14 The Board reviewed a January 5, 2012 recommendation from the Pension Committee in regard
15 to the Post-Employment Benefit Trust Plan. Senya had Marty explain for the benefit of the
16 audience why the Township has set up this Plan.

17
18 Carmen asked what the risk factor is for the plan. Marty said the risk is medium at most.

19
20 Carmen moved to take the following actions in regard to the Post-Employment Benefit Trust
21 Plan:

- 22 1. Appoint Victor Cozzone, Financial Advisor with Raymond James, as the Fund
23 Manager.
- 24 2. Appoint the Pension Committee as Trustee of the Plan.
- 25 3. For 2012, authorize transfer of the funds to the Fund Manager upon execution of the
26 contract.
- 27 4. Going forward, authorize transfer of funds to the Fund Manager each year at the first
28 meeting of the Board of Supervisors.

29
30 Chuck seconded the motion.

31
32 Thom said he would have preferred that more than two investment companies had participated
33 by submitting a proposal to the Township. He also questioned Victor Cozzone's experience
34 level. Marty said the Pension Committee had three lengthy meetings with Mr. Cozzone and feel
35 very comfortable with him becoming the Fund Manager. He has all the credentials they asked
36 for. They also checked out his references and they were all good. The Committee is only
37 waiting to get a copy of his biography.

38
39 The Board then had a discussion with resident Joe Buonnano regarding what credentials Mr.
40 Cozzone should have and the need for an actuarial study and a "stop loss" for the Plan. Carmen
41 and Chuck withdrew their motion. The Pension Committee will be asked to consider the
42 recommendations of Mr. Buonnano, who was asked to provide something to the Supervisors in
43 writing. The Board also suggested that Mr. Buonnano attend the next Pension Committee
44 meeting if possible. Mr. Buonnano indicated he is unable to attend daytime meetings due to his
45 work schedule.

1 **Pay Phone at Township Building**

2 The Board reviewed a memo from Rick asking the Board to consider removing the pay phone
3 from the Township Building as it costs \$89.06 per month to maintain and is rarely used.
4

5 Chuck moved to remove the pay phone from the Township Building. Thom seconded the
6 motion. Carmen said he believes it would be a mistake to remove it in case someone has an
7 emergency, does not have a cell phone, and needs to contact 911 when the Township Building is
8 closed. There was no further discussion and no public comment. The Board voted 4:1 and the
9 motion carried. (Carmen was opposed.)
10

11 **Apartment Height Ordinance**

12 The Board reviewed a January 12 memo from Mark Gordon regarding a recommendation from
13 the Planning Commission to have the Supervisors amend the text of the Apartment Height
14 standard outlined in Zoning Ordinance §240-29. The Board agreed that the wording of the
15 proposed change need some refinement, and took no action on this item.
16

17 **ABC Interviews**

18 Thom moved to interview one-half of the ABC applicants on February 7 from 6:00pm to
19 7:00pm, and the other half on February 21 from 6:00pm to 7:00pm. Chuck seconded the motion.
20 Marty said he is opposed to having fewer, longer meetings and would like to have a special
21 meeting on February 14 or 28 just to conduct interviews. There was no further discussion and no
22 public comment. The board voted 4:1 and the motion carried. (Marty was opposed.)
23

24 **Vision Partnership Grant**

25 The Board reviewed a January 13 memo from Mark Gordon about the Vision Partnership
26 Program Grant. No action was taken.
27

28 **Review of Minutes**

29 The Board reviewed and corrected the draft minutes of January 10. Senya said the minutes
30 would stand approved as corrected.
31

32 **Treasurer's Report & Expenditure Register Report**

33 *See attached Treasurer's Report for January 12, 2012.* The Board reviewed the Treasurer's
34 Report and the current invoices.
35

36 Chuck moved to have staff contact Blue Cross about the health insurance payment. Carmen
37 seconded the motion. There was no discussion or public comment. The motion passed
38 unanimously.
39

40 Thom moved to accept the Treasurer's Report of January 12 and the Expenditure Register Report
41 as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices
42 just reviewed except for Blue Cross. Chuck seconded the motion. There was no discussion and
43 no public comment. The Board voted unanimously to approve the motion.
44

45 **Action List**

46 None.

1
2 **Any Other Matter**

3 Park & Rec Board – Thom and Chuck will work together to create a mission statement for the
4 new Park & Rec Board, which they will submit to the Supervisors for approval.
5

6 **Correspondence & Reports of Interest**

7 Senya acknowledged receipt of the following:

- 8 • January 12 memo from Mark Miller regarding pond treatment.
9
10 • January 13 memo from Mark Miller requesting approval to purchase a snow blower for
11 the skid steer loader at a discounted price of \$5,875.00. Carmen moved to approve
12 Mark's request, although he expressed concern this item was not budgeted for 2012 and
13 the budget was just approved. Thom seconded the motion. Resident Rob Gionfriddo of
14 King George Court suggested this item be purchased in the spring or summer when the
15 Township could probably get a better price. Marty said this item should have been
16 budgeted, and Mark Miller must have know it would be needed. There was no further
17 discussion or public comment. The Board voted 3:2 against the motion. (Only Carmen
18 and Chuck were in favor.)
19
20 • Correspondence between PADOT and resident Sheila Shannon of Boot Road concerning
21 storm water.
22

23 **Meetings & Dates of Importance**

24 Senya noted the upcoming meetings as listed in the agenda and announced that the dates for
25 Neighborhood University have been changed to February 2 and February 9.
26

27 **Public Comment Period**

28 Kathryn Yahraes of Vista Drive expressed concern about drivers doing three-point turns to
29 access the elementary school. Carmen asked her to send him an email and he would run the
30 matter by Police Chief John Dumond.
31

32 **Adjournment**

33 There being no further business, the regular meeting was adjourned at 11:22pm.
34

35 **Executive Session**

36 The Board met in Executive Session until midnight to discuss a personnel matter.
37
38

39 Anne Meddings

40 Recording Secretary

41 *Attachment: Treasurer's Report*

EAST GOSHEN TOWNSHIP ACTION LIST

New additions are in bold		7-Feb-12
#	Item	Action Due Date
ADM 11-15	Cell Tower	7-Feb-12
ADM 11-23	Electronic Newsletter	7-Feb-12
PCZ 11-6	Sign Ordinance	7-Feb-12
DPW 07-02	Hershey's Mill Dam	7-Feb-12
ADM 11-23	IT Committee Implementation	7-Feb-12
ADM 10-22	TAG Action List	7-Feb-12
ADM 11-16	Post Retirement Medical Benefits	7-Feb-12
FIN 11-05	Quarterly Financial Reports - 2011	21-Feb-12
ADM 11-24	Cloud Computing	21-Feb-12
PCZ 12-01	Comp Plan	21-Feb-12
DPW 07-02	Telecom Registration and Reporting	21-Feb-12
ADM 11-13	Municipal Authority Projects (qtrly)	17-Apr-12
DPW 08-02	Quarterly Report on I&I	17-Apr-12
ADM 09-04	Quarterly Review of Right to Know Requests	17-Apr-12

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:	Cell Tower	No:	ADM 11-15
	List Date: 2/17/2011		Completed Date:
Description:	Consider locating a cell tower on Township Property		

Date	Action
4/5/2011	We received 3 responses and 1 request for an extension from the RFP
4/12/2011	Board needs to decide if they want to consider incomplete proposals
4/19/2011	Subcommittee of Don, Thom, Rick and Mark directed to review the three proposa
4/26/2011	Subcommittee has met with the 3 carriers, Recommendation forthcoming
5/3/2011	Subcommittee report attached
5/24/2011	1,000, foot letter sent, on 5/24 meeting agenda. Sub committee selected to review and report back to BoS
6/28/2011	Consider Proposal from Liberty
7/12/2011	Consider Proposal from Liberty
7/26/2011	Review draft agreement attached
9/6/2011	Ordinance adopted, waiting on a revised agreement and exhibits from Liberty
10/4/2011	Revised agreement and exhibits under review by subcommittee
11/1/2011	Rich is updating agreement and site plan to reflect agreed upon changes. Federal and state cases on hold. Waiting on color chip and sample of tower skin. Need letter on impact to Historic District.
12/6/2011	Rich is updating agreement. We have received an updated site plan and photo seems.
1/10/2012	All issues resolved, waiting on agreement and plan from Rich
2/7/2012	Township Executed Agreement on 1/17.

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Electronic Newsletter

No:

ADM 11-23

List Date:

7/2/2011

Completed Date:

Description:

Discuss the possibility of transitioning to an Electronic NL

Date	Action
7/26/2011	Discuss the Issue
8/9/2011	Review subscription wording
11/1/2011	We will run the ad for the newsletter subscription in the Winter newsletter (in homes 1/1/12). We will use the current vendor to format the Spring 2012 issue. Need to set up mailing list data base.
12/6/2011	We are setting up a subscription data base
1/10/2012	We are setting up a subscription data base
2/7/2012	Subscription data base set up

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:

Sign Ordinance

No:

PZC 11-6

List Date:

3/24/2011

Completed Date:

Description:

Review ordinance to consider effect of electronic signs

Date	Action
4/5/2011	PC is still reviewing
5/10/2011	PC is still reviewing
6/7/2011	PC is still reviewing
7/12/2011	PC is still reviewing
8/16/2011	PC is still reviewing
9/13/2011	PC is still reviewing
10/11/2011	PC is still reviewing
11/15/2011	PC is still reviewing
1/10/2012	PC is still reviewing
2/7/2012	PC is still reviewing

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:	Hershey's Mill Dam						No:	DPW 07-02
	List Date:	5/22/2007				Completed Date:		
Description:	Bring Dam into compliance with DEP requirements or dispose of dam							
Date	Action							
	Note I have hidden the 2010 comments to save space							
1/3/2011	Update from Neil DeReimer							
2/1/2011	Update from Neil DeReimer							
3/1/2011	Update tabled to 3/8							
3/8/2011	Update from Neil DeReimer							
3/24/2011	American Rivers/NOAH grant denied							
4/5/2011	Update from Neil DeReimer							
5/10/2011	Update from Neil DeReimer							
6/7/2011	Update from Neil DeReimer							
7/12/2011	Update from Neil DeReimer							
8/9/2011	Update from Neil DeReimer							
11/1/2011	Update from Neil DeReimer and see attached							
12/6/2011	Update from Neil DeReimer							
12/9/2011	Submitted grant application to American Rivers (decision by 3/9/12)							
1/3/2012	contacted PADEP about meeting							
2/7/2012	Conference call with DEP scheduled for 2/2/12							

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

IT Committee

No:

ADM 11-22

List Date:

5/10/2011

12/13/2011

Completed Date:

Description:

Create an IT Committee to advise Township on IT matters. Per Bos 12/13/11
implement recommendations

Date	Action
6/28/2011	Recommendation attached.
7/12/2011	Looking for one more resident member
8/8/2011	Consider recommendation from Manager
9/6/2011	Three residents have expressed interest. In the process of setting up the first meeting.
10/4/2011	See attached
11/1/2011	The IT Committee is drafting their report
12/6/2011	The Committee is circulating the final draft of the report
12/13/2011	Report to Board - Per BoS implement recommendations
2/7/2012	See attached

Information Technology Recommendations

Created: 1/23/2012

Updated: 1/23/2012

No.	Recommendation	Action to be taken	Priority	Status	Comments
1	Document the existing hardware, software and network configurations to provide sufficient information for a third-party to maintain or repair the system in the event that Burt Denenstein is not available.	IT Consultant to document	Immediate	Working	
2	Audit and document the current backup procedures. Document the recovery procedures for all systems.	Audit Complete, procedures to be written	Immediate	Working	2008 File Server, DocStar
3	Periodically investigate whether there is a more cost-efficient media available for backups.	None, this is already being done	Annually / Ongoing	Complete 2012	
4	Certain of the software systems and data are only available on a limited number of desktops. Identify these and, where appropriate, consider making these available to additional users.	All users have the appropriate software on their machines	Annually	Complete 2012	
5	To the extent the Township is not already doing so, evaluate workstation/laptop performance before each purchasing cycle by identifying applications or systems which require additional processing speed, memory and/or storage and increasing processor speed, memory or storage for individual workstations/laptops as needed.	None, this is already being done	Annually / Ongoing	Complete 2012	
6	The DocStar system is being used to scan and archive an increasing number of documents. The Township should develop a unified method for identifying and cataloging these documents to simplify locating these documents in the future. A plan should be developed to store backup copies of these documents offsite, perhaps similar to the Township's current tape rotation scheme.	DocStar is being upgraded and scanning procedures will be evaluated.	Immediate	Working	

Information Technology Recommendations

No.	Recommendation	Action to be taken	Priority	Status	Comments
7	Store the DocStar DVD's offsite at the same location as the Township's tape backups.	New Doc Star system will have a simplified and automated backup system. DVD's will be store off site daily.	Immediate	Working	
8	The next workstation upgrade will include the installation of the Windows 7 operating system on those units. Before that time, the Township should ensure that all of the current software and drivers run properly under Windows 7.	IT Consultant to verify compatibility of MS Windows 7	Annually / Ongoing	Working	
9	Investigate whether and how the data from the ARC Geographic Information System can be better integrated with the GeoPlan property management software.	Discuss any information sharing that be done between GeoPlan and ARC View with GeoDecisions (GeoPlan Consultant)	Future		
10	Cross-train staff members on the various software systems so that more than one person is proficient in each of these systems.	None, All users are trained on the software they use to perform there job functions	Complete	Complete	Individual Skills Training is available for the software packages
11	Investigate how the current software systems can be used to their fullest through additional training or experimentation with unused features.	Dept. Heads develop training opportunities for staff on Information Systems that are critical to departmental functions.	Future		
12	Periodically re-evaluate the 5-year computer rotation scheme to see if it still best meets the needs of the township.	Annual evaluation of hardware replacement schedule	Annually / Ongoing	Complete 2012	

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

TAG Action List

No:

ADM 10-22

List Date:

12/7/2010

Completed Date:

Description:

Complete action items on TAG list

Date	Action
12/7/2010	Review list
1/3/2011	Updated summary is attached
1/18/2011	Updated summary is attached
2/1/2011	Updated summary is attached
2/22/2011	Updated summary is attached
3/1/2011	No change from summmary issued for 2/22/11 meeting
3/15/2011	Updated summary is attached (report has been reformatted)
4/5/2011	Updated summary is attached
4/19/2011	Updated summary is attached
5/3/2011	Updated summary is attached
5/24/2011	Updated summary is attached
6/7/2011	Updated summary is attached
6/21/2011	Updated summary is attached
7/12/2011	Updated summary is attached
8/9/2011	Updated summary is attached
10/4/2011	Updated summary is attached
11/1/2011	Updated summary is attached
12/6/2011	Updated summary is attached
102/7/2012	Updated summary is attached

TAG Recommendation Summary

February 7, 2012

ID	Item	Votes	Board Member	Staff Member	Due Date	Comments
9	Implement a Fully Integrated Cost Accounting System (108)	2	Senya/Marty	Deb	3/31/2011	Still under review
2	Merit Compensation	1		Rick	6/30/2011	Board is reviewing a proposal on 12/6
15	Assess/Replace HVAC System (95)	4	Carmen	Rick	6/30/2011	Exploring grants for geothermal
18	Work with Adjoining Townships for IT Support (116)		Don	Rick	6/30/2011	WCACOG conducted a survey - Reviewing info on Cloud
3	Minimize Community Vacancy		Senya	Mark G.		Created CDC
16	Transition to an Electronic Newsletter (34)	3	Thom	Tia	12/31/2011	First electronic version scheduled for 4/1/12
24	Police Negotiations			Rick	1/1/2012	Review and discuss. Could be improved upon.
26	Two Tier Wage & Benefits Scale for Police Officers (120)			Rick	1/1/2012	Review and discuss. Could be improved upon.
14	Solar Array (94)			Rick	1/30/2012	Back burner. Revisit in 6 mths
39	Maintain Ownership of Wastewater Treatment Plant (85)	2	Marty	Rick		On hold until all PS projects are done
Completed items have been removed						

1/31/2012

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 responsible for ~56% of the liability.
6/14/2011	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 satisfy 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.
7/26/2011	Solicitor has drafted the trust agreemtent and needs to discuss with Rick prior to forwarding to the BOS
8/9/2011	Review trust agreement and ordinance
8/16/2011	Review second draft of the trust agreement and ordinance
9/6/2011	Ordinance hearing on 9/6/11. Need to select trustees, execute agreement and hire a fund manager.
9/6/2011	Ordinance adopted.
10/4/2011	See attached
11/1/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager
12/6/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager

1/10/2012	The Pension Committee will meet on Wednesday. Recommendation will be on the 1/17 BoS agenda. On 1/17 the Bos tabled action on reccomendation and requested the committte to consider stop loss insurance
2/7/2012	The Pension Committee Recommendation

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

January 30, 2012

To: Board of Supervisors
From: Mark Miller
Re: Baird and Rudolph Tires

There is an invoice in for payment from Baird and Rudolph in the amount of \$8,143.20. This invoice is for truck tires for four of the dump trucks, a total of 16 tires. They had an average of 36,000 miles on them however; due to the heavy use of truck chains last winter they were damaged and would not pass state inspection. I priced out new tires between Good Year Direct and Baird and Rudolph who gave us the state contract pricing.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

January 25, 2012

To: Board of Supervisors
From: Mark Miller
RE: Monthly Activity Report

Due to the warm weather, we were able to do some milling and paving on East Boot and Line Road. Chas built 12 new picnic tables for the parks and repaired another dozen. Materials have been delivered for the French drain system that we will be installing on the soccer field. Repairs were done to a French drain system on Brian Drive across from the Pin Oaks Pond.

Several tree's came down during the high winds two weeks ago, we were fortunate as there were no wires involved.

The Brine System was utilized on Thursday and Friday for the Saturday snow event. The system worked well once we dropped the plows, the snow and ice peeled right up. On Friday while preparing for the snow we received a call from a resident on Red Maple Lane that there sewer lateral was backed up. We responded with the jetter and camera, the lateral was blocked with roots. However, we were able to clear the line to get us thru the weekend. The large tree was taken down on Friday and we began the lateral repair on Tuesday afternoon. Utilities were a major factor as they were tangled with the roots from the tree (see pictures).

On Monday 1-23-2012 we began the curb and swale repairs at the intersection on Linden Lane.

706 Red Maple Lane

Tree that had to be taken down



Installing new trap &
clean out



706 Red Maple Lane
Trying to locate pipe



BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP
CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

1/26/12

To: BOS

From: Frank Vattilano

RE: Recreation update

Programs that are ongoing include traditional aerobics, senior "Ageless Exercise" aerobics, Pilates, Zumba for seniors, traditional Zumba, yoga, yoga for seniors, meditation, and boot camp fitness.

Upcoming programs are ice skating for tots and Mature Driver training. Am doing prep for special events- for spring trips, Egg Hunt (March 31st), Yard Sale and Community Day (June 23rd). Have made a request to the Friends of East Goshen for respective funding of Egg Hunt and the Community Day. Am interviewing mobile food vendors for spring/summer services at the park and have contacted local municipalities about their use of mobile vendors. Will attend an educational workshop in February regarding public relations. Will work on details for spring/ summer and information dissemination to residents regarding spring programs

Will conduct a spring/summer permit meeting for organizations requesting use of park facilities and also participate in the Neighborhood University on Feb. 2nd.

Frank Vattilano
recdirector@eastgoshen.org



RECEIVED AFTER
AGENDA
WAS PRINTED

EDWARD B. WALSH & ASSOCIATES, INC.
Complete Civil Engineering Design / Consultation Services
Lionville Professional Center
125 Dowlin Forge Road
Exton, PA 19341

February 3, 2012

Board Of Supervisors
East Goshen Township
1580 Paoli Pike
West Chester, Pa. 19380

**RE: Hershey Mill Dam Spillway Design and Permitting
East Goshen Township, Chester County, PA**

Dear Board Members:

In accordance with your request, EBWA has prepared a proposal for Civil Engineering and Professional Land Surveying services necessary to evaluate the existing dam and spillway and to provide a modified system that will meet DEP regulations. The proposal includes the necessary engineering to prepare a plan set that includes the necessary details for construction. In addition the proposal includes the required preparation of the DEP applications for the review of the dam and spillway design and permitting for the dam to remain.

Edward B. Walsh and Associates, Inc. (EBWA) proposes the following:

I. Site Survey and Base Plan Preparation:

1. Site Survey of Existing Features:

- a. Survey to be performed of existing features and topography in area proposed for improvements.
- b. Survey cross-sections of pond area including the embankment and area downslope of the embankment.

2. Finalize Base Plan in CAD File of parcel showing additional features surveyed.

Total I.....\$2,910.00

II. Pond Spillway Design:

1. Determine flow rate to dam.

REGISTERED PROFESSIONAL ENGINEERS & LAND SURVEYORS
Pennsylvania, New Jersey, Delaware, Maryland & North Carolina
610-903-0060 FAX 610-903-0080
www.ebwalshinc.com
Established 1985

2. Perform modeling to determine spillway sizing and embankment improvements needed to meet DEP regulations.
3. Perform geotechnical analysis of existing embankment at spillway.
4. Prepare construction improvement plan set including the following:
 - Existing features plan
 - Proposed grading and improvement plan
 - Erosion control to be implemented for construction
 - Construction staging
 - Spillway and embankment details
 - Rock energy dissipater design and specification
 - Construction and erosion control details

Total II.....\$23,125.00

III. DEP Dam Permit:

1. Prepare application package including the following:
 - Environmental Assessment
 - Risk Assessment
 - Dam Permit
 - General Information Form
 - Operation and Maintenance Program
 - PNDI Search
 - NPDES Permitting

2. Meet with client and DEP staff (budget 16 hours)

Total III.....\$11,125.00

Grand Total I, II, III & IV (Preliminary/Final Plans).....\$37,160.00

Please note that the above does include normal revisions to the plan and hydrological analysis as requested by DEP. This proposal does not however, include major revisions to the plan as requested by the Client, DEP and/or the Township beyond the Permit requirements. In addition this proposal does not include construction inspection or retaining wall designs for the proposed berm height modification.

This proposal is valid for a period of 90 days from the date of this proposal, after which EBWA reserves the right to update. Any other work not included within the scope of this project will be

subject to your prior approval and will be billed on a time and material basis at the following hourly rates:

Principal	=	\$150.00/Hour
Landscape Architect	=	\$125.00/Hour
Project Mgr./Sr. Eng. & Surveyor	=	\$130.00/Hour
Project Mgr./Engineer	=	\$100.00/Hour
Prof. Land Surveyors	=	\$ 95.00/Hour
Chief of Survey	=	\$ 95.00/Hour
Environmental Scientist	=	\$ 90.00/Hour
Designer I	=	\$ 95.00/Hour
Draftsperson/CADD	=	\$ 95.00/Hour
Draftsperson	=	\$ 85.00/Hour
Inspector	=	\$ 78.00/Hour
Survey Crew (2-Man Crew)	=	\$135.00/Hour

** The above-referenced rates are subject to annual adjustments in January of each year.

Payment terms are net thirty (30) days. Invoices are sent monthly on work performed each month. If this proposal meets with your approval, please sign, date and forward one (1) copy to my attention. We can schedule the work upon your authorization to proceed.

I would like to take this opportunity to thank you for giving EBWA the opportunity to provide you with this proposal and I look forward to the prospect of working with you on this project.

Very truly yours,
EDWARD B. WALSH & ASSOC., INC.



Adam J. Brower, P.E.
Project Engineer

PROPOSAL ACCEPTANCE:

Authorized Signature

Date