

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
March 20, 2012 – 6:00pm  
Final Approved Minutes**

**Present:** Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper, and Supervisors Carmen Battavio, Marty Shane and Chuck Proctor. Also present were Township Manager Rick Smith, Brian McCool (Finance Dept.), Kathryn Yahraes (Historical Commission) and Derek Davis, assistant to State Rep. Dan Truitt.

**Executive Session**

The Board met in Executive Session from 6:00pm until 7:06pm to interview ABC candidates and discuss ABC appointments.

**Call to Order & Pledge of Allegiance**

Senya called the meeting to order at 7:08pm and asked Derek Davis to lead the Pledge of Allegiance.

**Moment of Silence**

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

**Recording of Meeting**

No one indicated they would be recording the meeting.

**Police Report**

Sgt. Rick Gorman gave the police report. There were 543 calls for service from East Goshen in February.

**Public Comment on Non-Agenda Items**

None.

**Finance Report**

Brian McCool reported that as of February 29, the General Fund shows a surplus of \$208,359. This is a favorable variance of \$880,222 when compared to the budget.

**Chairman's Report**

Senya announced that the Board met in Executive Session on March 6 to discuss a personnel matter. They also met in Executive Session earlier this evening to interview ABC candidates and discuss ABC appointments. Senya also announced that Megann Hedgecock has resigned from the Planning Commission.

**ABC Appointments**

Rick reported that Nathan Cline and Adam Knox will be appointed to the Planning Commission to fill unexpired terms. Matthew Burns will be appointed to the Conservancy Board to fill an unexpired term.

### **Goshen Fire Company Report**

No representative from the Goshen Fire Company could be present, but they provided the Board with a written summary of their February activities.

### **Malvern Fire Company Report**

No representative from the Malvern Fire Company could be present, but they provided the Board with a written summary of their February activities. Rick noted that Malvern had no calls for service from within East Goshen during February.

### **Credit Card Payments**

Thom moved to contract with MuniPay to accept credit card payments from residents per the March 12 recommendation of Rick Smith. MuniPay charges a customer service fee of 2.45% per transaction (\$1.50 minimum fee) and there is no cost to the Township. Chuck seconded the motion.

*Public Comment: Leo Sinclair, Lochwood Lane* – Asked if Rick looked at other firms to provide this service and Rick said yes.

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

Kathryn Yahraes asked when the service will go into effect and Rick said in a month or so.

### **Compensation Study**

Marty moved to table this matter for now due to the staff shortage in the Finance Department, and to reject all proposals received. Chuck seconded the motion.

*Public Comment: Leo Sinclair, Lochwood Lane* – Asked for clarification on why this matter was being postponed, and Senya said because the Township is currently short-staffed.

There was no discussion and no further public comment. The Board voted unanimously to approve the motion. (Carmen was out of the room and did not vote.)

### **Deer Program Update**

Rick reported that 21 deer were harvested this past season from the open space hunting areas. No significant incidents were reported.

### **Iron Hill Twilight Criterium**

Senya announced that East Goshen will not be hosting time trial bicycle races on Enterprise Drive for the Iron Hill Twilight Criterium this summer, per the March 15 recommendation of the Community Development Commission. There are a number of unresolved issues and logistical challenges surrounding vehicle access to the business park during the races and the parking needs for the event. The Township hopes to be able to participate in this event in the future.

### **Draft Mission Statement and Duties for Park & Rec Board**

The Board reviewed and edited a draft mission statement and list of duties for the Park & Rec Board. Rick will work with Thom and Chuck to revise the documents, and he will also have Kristin Camp draft an ordinance.

### **Island Maintenance for Great Oak Circle**

Thom moved to approve a one-time payment of \$50 to Amy Sacchi of Great Oak Circle to be used to purchase plantings for her neighborhood island, per Ms. Sacchi's March 1 request. Ms. Sacchi will be notified that hereafter, she will be responsible for maintenance of the island. Marty seconded the motion.

*Public Comment – Leo Sinclair, Lochwood Lane* – Expressed opposition to the Township's practice of paying \$50 to residents who request funding to maintain their islands. What if one of his neighbors gets the money but does not maintain the island? Carmen noted that this practice has worked just fine in the Township for quite a long time, and there have never been any problems with it. Mr. Sinclair asked if the Township would give him \$50 for him to plant a tree in his cul-de-sac. Senya said he would have to provide a written request for the Board's consideration. Rick said if he gets approval, he will have to plant an approved street tree as listed in the ordinance.

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

### **Electronic ABC Packets**

Marty moved for staff to move forward implementing electronic packets for the ABCs similar to those used by the Chester County Planning Commission. To do so will involve purchasing Adobe Pro software and having three staff members trained in its use, at a total cost of approximately \$1,500 to \$2,000. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

### **Congratulatory Letter for Girl Scout Victoria Williams**

Senya had one change to the draft letter prepared by staff congratulating resident Victoria Williams for earning the Girl Scout Gold Award. Rick will have the change made and Senya will sign the revised letter.

### **RFP for Mobile Food Vending at East Goshen Park**

The Board reviewed and discussed an RFP prepared by Frank Vattilano for mobile food vending services at East Goshen Park. Thom moved to contract with a vendor Frank has already been in talks with, rather than put out an RFP. Carmen seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

### **Any Other Matter**

**Billboards** – The Board discussed a memo from Rick regarding the Township's Zoning Ordinance in regard to billboards. Marty moved to proactively begin a municipal curative amendment process to provide the Township with a 180-day window to cure the problem and

prevent someone from filing an application during this period. Chuck seconded the motion. There was no further discussion.

*Public Comment: Leo Sinclair, Lochwood Lane* – Objected to this matter being discussed since it was not on the agenda. Rick explained that the issue came up after the agenda and packet were published.

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

Waiver of Late Fees – The Board reviewed a March 16 memo from Brian McCool recommending the policy for waiving late fees be updated to allow one penalty be removed once every three years, regardless of the situation. Marty moved to accept Brian's recommendation. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

AED Defibrillator Units – Senya reminded everyone that should the need arise, an AED Defibrillator Unit is available in the Board Room. The unit was successfully used last week to save someone's life. There is no special training necessary (the unit will talk you through the process of using it); however, Senya recommended that everyone take a few moments to familiarize themselves with it.

State Rep. Dan Truitt and Assistant Derek Davis – Senya reminded everyone that Dan Truitt and his assistant Derek are a great source of information.

#### **Review of Minutes**

The Board reviewed and corrected the draft minutes of March 6. Senya said the minutes would stand approved as corrected.

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

*See attached Treasurer's Report for March 15, 2012.*

The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of March 1 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Carmen seconded the motion. There was no discussion.

Resident Joe Buonnano asked for clarification on the payment for work on the Hershey Mill Dam by E.B. Walsh. Rick explained the charge.

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

### Action List

IT Committee – Rick reviewed the status of the implementation of the IT Committee recommendations. Thom asked Rick to get some additional quotes for data backup.

Cloud Computing – No update.

Telecom Registration & Reporting – All carriers have reported except for T-Mobile.

Comprehensive Plan – Staff is working on the RFP.

### Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Notification of Thorncroft's GP-7 Permit submission to PA DEP for their proposed horse trail extension.
- Notification of Transfer of Conditional Use for Bellingham.

### Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

### Public Comment Period

*Joe Buonnano, Herron Lane* –

- Asked again that the Township allow E-Debit payments from residents. Thom told Mr. Buonnano he would work with him directly on this issue.
- Asked that the Board put the issue of televising BOS Meetings on the Action List. Senya said it would be added.
- Suggested the Township implement a program allowing Boy Scouts and Girl Scouts to service as junior ABC members. Senya noted that the Township is currently considering offering a youth version of Neighborhood University.
- Opined that the money, time, and effort spent on the deer program and geese removal could be better spent elsewhere. However, if the Township keeps the deer program he thinks the Township should only allow residents to hunt.

*Karen Martynick, Sycamore Drive* – Was present to discuss trees being taken down in Grand Oak Run. Ms. Martynick expressed concern that the Township does not fully consider the impact to residents before taking down trees after utility work has been conducted near them. She would like the Township not to remove trees until it can be confirmed whether or not they have actually been damaged. She also expressed concern that the Township has no policy to replace shade trees once they are taken down. She suggested the Township consider creating a Shade Tree Committee, and volunteered to serve on it. The Board thanked Ms. Martynick for her input. Ms. Martynick will discuss her recommendations further with Rick Smith.

### Adjournment

There being no further business, the regular meeting was adjourned at 8:47pm.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

March 15, 2012

**TREASURER'S REPORT  
2012 RECEIPTS AND BILLS**

**GENERAL FUND**

Real Estate Tax	\$406,389.80	Accounts Payable	\$103,426.91
Earned Income Tax	\$42,686.71	<u>Electronic Pmts:</u>	
Local Service Tax	\$2,200.00	Health Insurance	\$0.00
Transfer Tax	\$20,618.71	Credit Card	\$0.00
General Fund Interest Earned	\$458.43	Postage	\$0.00
Total Other Revenue	\$58,246.20	Debt Service	\$20,387.13
Total Receipts:	<u>\$530,599.85</u>	Payroll	\$97,000.00 (2 Weeks)
		Total Expenditures:	<u>\$220,814.04</u>

**STATE FUND**

Interest Earned	<u>\$0.25</u>	Expenditures:	<u>\$0.00</u>
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**CAPITAL RESERVE**

Interest Earned	<u>\$186.55</u>	Expenditures:	<u>\$18,037.63</u>
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**TRANSPORTATION FUND**

Interest Earned	<u>\$305.05</u>	Expenditures:	<u>\$0.00</u>
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**SEWER OPERATING**

Receipts	\$60,371.00	Accounts Payable	\$37,252.16
Interest Earned	\$6.73	Debt Service	\$30,922.90
Total Sewer:	<u>\$60,377.73</u>	Transfer to M.A.	\$30,700.00
		Total Expenditures:	<u>\$98,875.06</u>

**REFUSE**

Receipts	\$25,205.01	Expenditures	<u>\$85,067.99</u>
Interest Earned	\$10.36		
Total Refuse:	<u>\$25,215.37</u>		

**SEWER CAPITAL RESERVE**

Interest Earned	<u>\$315.30</u>	Expenditures	<u>\$0.00</u>
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