

**AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, April 17, 2012**

6:00 PM - Executive Session – Personnel Matter and Police Labor Contract Matter

Regular meeting to start at 7:00 PM

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. Presentation of Officer of the Year Award to Detective Bob Balchunis.
 - b. Acknowledge Vince Delvacchio's landscaping of the Township Building
 - c. Announce that the Board met in executive session on April 12 to discuss a police labor contract matter and immediately before this meeting to discuss a personnel matter and the police labor contract.
 - d. Consider adoption of Resolution 2012-4A appointing Jon Altshul Township Treasurer.
7. Public Hearings
 - a. The Board will conduct a public hearing to consider and possibly adopt an Ordinance to create a Park & Recreation Commission.
 - b. The Board will conduct a public hearing to consider a conditional use application submitted by Camp K-9 Kennel/Dog Daycare, 1303 West Chester Pike.
8. Police/EMS Reports – March 2012
 - a. John Dumond – Westtown East Goshen Police Chief
 - b. Jerry Fokas, Sr. – Goshen Fire Co. President
 - c. Neil Vaughn – Malvern Fire Chief
 - d. Mark Miller – Fire Marshal
9. Financial Report – 1st Quarter 2012 Report – Jon Altshul
10. Old Business
 - a. Fireworks
11. New Business
 - a. Consider color for cell tower on Township Property.
 - b. Consider adoption of Resolution 2012-64A concerning the Commerce Development Commission.
 - c. Consider purchase of Fiduciary Liability Insurance.
 - d. Consider Public Works Director's recommendation on replacing two mowers
12. Any Other Matter
13. Approval of Minutes
 - a. April 3, 2012
14. Treasurer's Report
 - a. Report – April 12, 2012

15. Review Action List
 - a. List – April 17, 2012
16. Correspondence, Reports of Interest
 - a. Acknowledge thank you letter from Mr. & Mrs. Cummings, 1549 Millrace Lane
 - b. Acknowledge monthly report from Mark Miller, Director of Public Works
 - c. Acknowledge letter concerning variance application for 219 Ellis Lane
 - d. Acknowledge letter for Chester County Tax Collection Committee concerning the Philadelphia Tax Credit
17. Dates of Importance

April 18, 2012	Planning Commission WS	7:00 PM
April 19, 2012	W C Area Council of Governments – @ East Goshen Township	7:00 PM
April 24, 2012	General Primary	
April 25, 2012	Friends of East Goshen 501c3	7:00 PM
April 30, 2012	Comm Development Commission WS	7:00 PM
May 1, 2012	Board of Supervisors	7:00 PM
May 2, 2012	Pension Committee	1:00 PM
	Planning Commission	7:00 PM
May 3, 2012	Farmers Market Outdoor Season Starts	3- 7:00 PM
May 5, 2012	Township Yard Sale	9-1:00 PM
May 6, 2012	Yard Sale Rain Date	
May 9, 2012	Conservancy Board	7:00 PM
May 10, 2012	Historical Commission	7:00 PM
May 11 – 13, 2012	Goshen Fire Co Mother's Day Flower Sale- Boot Road	
May 14, 2012	Municipal Authority	7:00 PM
May 15, 2012	Board of Supervisors	7:00 PM
Summer 2012 Newsletter:		
May 2, 2012	Article Due Date	
July 1, 2012	Website Posting Date	
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.

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO.

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, ADOPTING A NEW CHAPTER TO THE EAST GOSHEN TOWNSHIP CODE, TITLED, "PARK AND RECREATION COMMISSION" TO CREATE A PARK AND RECREATION COMMISSION PURSUANT TO THE AUTHORITY IN SECTION 2204(a) OF THE SECOND CLASS TOWNSHIP CODE.

WHEREAS, Pursuant to Section 2204(a) of the Second Class Township Code, 53 P.S. § 67204(a), (the "Code") the Board of Supervisors may by ordinance create a recreation board to supervise, regulate, equip and maintain Township funded recreation programs and facilities; and

WHEREAS, Pursuant to the Code, the Board of Supervisors may by Ordinance delegate to the recreation board specific powers and duties related to the Township funded recreation programs and facilities; and

WHEREAS, the Board of Supervisors has determined that it is appropriate to establish the East Goshen Township Park and Recreation Commission and to define the specific powers and duties of such Commission;

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

SECTION 1. Establishment of Park and Recreation Commission. A new Chapter 51 of the East Goshen Township Code, titled, "Park and Recreation Commission" shall be adopted which shall provide as follows:

§ 51-1. Establishment of East Goshen Township Park and Recreation Commission.

Pursuant to the Authority in Section 2204(a) of the Second Class Township Code, 53 P.S. §67204, the Board of Supervisors hereby establishes the East Goshen Township Park and Recreation Commission (the "Commission") and establishes herein the Mission Statement, powers, functions and duties of such Commission.

§ 51-2. Member; terms; vacancies.

The Commission shall consist of seven (7) or nine (9) members who shall be appointed by the Board of Supervisors and shall serve for terms of five (5) years or until their successors are appointed, except that the members of such Commission first appointed shall be appointed for such terms that the term of not more than two members shall expire annually thereafter. Members of the Commission shall serve without pay but may be reimbursed by the Township for expenses incurred in performing their duties as approved by the Board of Supervisors. All persons appointed shall serve their full terms unless they voluntarily resign or are removed by the Board of Supervisors for dereliction or neglect of duty. Vacancies which occur other than by expiration of term shall be for the unexpired term and shall be filled in the same manner as original appointments.

§ 51-3. Officers.

The Members of the Commission established pursuant to this Ordinance shall elect their own Chairman and Secretary and select all other necessary officers to serve for a period of one year or until their successors are appointed.

§51-4. Mission Statement.

The Mission of the Parks and Recreation Commission is as follows:

To promote and encourage the use of the Township parks and open spaces by Township residents and visitors in a manner that will preserve the Township's natural and historic resources for the enjoyment of future generation; and to develop and provide educational and recreational activities, programs, partnerships and special events to further enhance the quality of life for Township residents, businesses, and visitors.

§51-5. Duties.

The Park and Recreation Commission shall have the following responsibilities:

- A. Elect a Chairperson, Vice-Chairperson, and Secretary from the Commission's members and establish a schedule of public meetings.
- B. Recommend rules and regulations to the Supervisors for the governance and use of park and open space facilities and equipment.
- C. Recommend and conduct approved educational and recreational programs and special events that are fun, safe, economical and

generally accessible. These programs/events should promote individual and community growth, skills, and physical fitness while developing a sense of community-belonging.

- D. Promote activities/events within the parks and open spaces that do not damage the environment, preserve natural resources and wildlife.
- E. Recommend additional facilities and uses for Township parks and open spaces.
- F. Stay current with trends in recreation by reading appropriate journals, magazines, etc., and/or attending workshops.
- G. Keep residents informed of Commission activities.
- H. Investigate, apply for and follow up on grant opportunities.
- I. Develop and sustain positive and cooperative relationships with other Township boards and commissions.
- J. Develop and sustain mutual and beneficial collaborative relationships with community businesses, organizations, civic groups, school districts, colleges and universities and other municipalities.
- K. Develop an ongoing plan to recruit and retain volunteers to help with recreation activities/events.
- L. Staff Park and Recreation Commission committees as directed by the Board of Supervisors and as adopted by Resolution.
- M. Submit a suggested annual budget to the Supervisors by September 15th of each year.
- N. Recommend to the Supervisors a fee schedule for the rental of park facilities and recreational programs.
- O. Submit an annual report to the Supervisors indicating the progress toward current goals and formulation of future goals consistent with the Comprehensive Plan of the Township.
- P. Submit an annual report to the Supervisors that includes an analysis of the adequacy and effectiveness of the community recreation areas, facilities and leadership.

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

NOTICE IS GIVEN that the Board of Supervisors of East Goshen Township will conduct a public hearing on Tuesday, April 17, 2012, at 7:00 p.m., prevailing time, at the Township municipal building located at 1580 Paoli Pike, West Chester, Pennsylvania 19380 to consider and possibly adopt the following Ordinance.

**AN ORDINANCE OF EAST GOSHEN TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA, ADOPTING A
NEW CHAPTER TO THE EAST GOSHEN TOWNSHIP
CODE, TITLED, "PARK AND RECREATION
COMMISSION" TO CREATE A PARK AND RECREATION
COMMISSION PURSUANT TO THE AUTHORITY IN
SECTION 2204(a) OF THE SECOND CLASS TOWNSHIP
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WHEREAS, Pursuant to the Code, the Board of Supervisors may by Ordinance delegate to the recreation board specific powers and duties related to the Township funded recreation programs and facilities; and

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- C. Recommend and conduct approved educational and recreational programs and special events that are fun, safe, economical and

generally accessible. These programs/events should promote individual and community growth, skills, and physical fitness while developing a sense of community-belonging.

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- F. Stay current with trends in recreation by reading appropriate journals, magazines, etc., and/or attending workshops.
- G. Keep residents informed of Commission activities.
- H. Investigate, apply for and follow up on grant opportunities.
- I. Develop and sustain positive and cooperative relationships with other Township boards and commissions.
- J. Develop and sustain mutual and beneficial collaborative relationships with community businesses, organizations, civic groups, school districts, colleges and universities and other municipalities.
- K. Develop an ongoing plan to recruit and retain volunteers to help with recreation activities/events.
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- O. Submit an annual report to the Supervisors indicating the progress toward current goals and formulation of future goals consistent with the Comprehensive Plan of the Township.
- P. Submit an annual report to the Supervisors that includes an analysis of the adequacy and effectiveness of the community recreation areas, facilities and leadership.

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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.

If any person requires an accommodation to participate in the hearing, please contact the Township building at least 24 hours in advance of the hearing at (610) 692-7171.

Louis F. Smith, Jr., Manager
East Goshen Township

PLEASE PUBLISH ONCE ON TUESDAY, APRIL 10, 2012.

7b

**EAST GOSHEN TOWNSHIP
PLANNING COMMISSION**
1580 PAOLI PIKE, WEST CHESTER, PA 19380-6199

April 11, 2012

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

Re: 1303 West Chester Pike / 53-6-63.1
CU Application / Camp K-9 Paradise for Paws / Kennel (Dog Daycare)

Dear Board Members:

At their meeting on April 4, 2012 the Planning Commission unanimously passed the following motion recommending approval for the Conditional Use application for 1303 West Chester Pike. The subject property is located in the C-1; Community Commercial zoning district, where Kennels are permitted as a Conditional Use.

"Madam Chairman, I move that we recommend that the Board of Supervisors approve the Conditional Use application for Camp K-9 Paradise For Paws, to operate a Kennel / Dog Daycare business on the property at 1303 West Chester Pike in accordance with the application and the plans dated 2/28/2012 last revised on 3/30/2012 and 4/4/2012 along with the applicants' representation during their presentations to the Planning Commission and with the following conditions:"

1. The applicant agrees to limit the number of dogs on the property to a maximum of 120 dogs at any time.
2. The applicant agrees to keep accurate accounting of the number of dogs on the property on a daily basis.
3. The applicant is aware of and acknowledges the Township noise ordinance requirements for dog barking and will present testimony or evidence to the Board of Supervisors outlining how this operation will meet the standards of the ordinance. The applicant will also present testimony on how Camp K-9 will address excessive dog barking noise complaints.
4. The applicant agrees to allow the Township to conduct a traffic count of the vehicles entering the property during the Peak AM and Peak PM hour to determine the amount of traffic generated by this use and to determine the trips generated, approximately 90 days after the use is operating at full capacity.
5. The applicant agrees to pay the traffic impact fee outlined in the Township Code and the MPC for the new development minus the number of trips associated

with the previous use; if the traffic impact fee is determined to be applicable to this new use.

6. If the traffic impact fee is found to be applicable the fees shall be payable after the traffic counts are completed.
7. The applicant agrees to install the reserved parking noted on the plan in the event that the need arises or when the Township Zoning Officer determines the additional parking to be necessary.
8. The parking and vehicle access surfaces shall be repaired as determined by the Zoning Officer and all parking areas re-striped prior to the issuance of a use and occupancy certificate.
9. The existing wall and freestanding signs will be refaced and no additional sign area shall be added to these two signs.
10. Approval from the local Dog Warden shall be provided to the Township.
11. The applicant shall install 150 watt lighting fixtures at the rear of the building to improve the parking lot lighting.
12. The applicant will follow all applicable federal, State, County and Local laws and secure all proper permits prior to construction of the improvements depicted on the plans.

The conditional use hearing is scheduled for April 17, 2012.

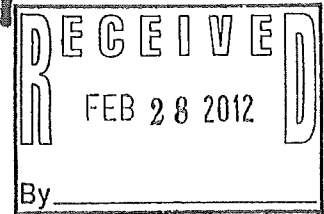
Sincerely,



Mark A. Gordon
Township Zoning Officer

FILE COPY

Conditional Use Application and Checklist



East Goshen Township

To: Township Zoning Officer

Name of Applicant: Camp K-9 Paradise For Paws, LLC

Applicant Address: 15 Scarlett Oaks Circle, Honey Brook, PA 19344

Telephone Number: 610-213-8681 c/o Jason Morgera, Member
Fax: _____

Email Address: jcm8681@yahoo.com

Property Address: 1303 West Chester Pike, West Chester, PA 19382

Tax Parcel Number: 53-6-63.1 Zoning District: C-1 Acreage: Apprx. 42,000 sq.ft.

Description of proposed use:

See attached narrative.

Conditional Use is provided in Zoning Ordinance Section: 240-14.C (12)

We hereby acknowledge that we have read this application and state that the above is correct and agree to comply with all provisions of the East Goshen Township Zoning Ordinance applicable to this project and property.

By: [Signature] 2/28/2012
Signature of Applicant Date

Witness:

Attest: [Signature]

* Review the formal Planning Commission review procedure on page three.

Conditional Use Application and Checklist

Township Administration use only:

This checklist outlines the steps and items needed to insure completeness of the application and to insure the application follows the process and conforms to the timeframe outlined by the state of Pennsylvania and East Goshen Township. This checklist is broken into two parts, the Application process and the Review Process. The application process must be completed in its entirety prior to the applications advancement into the Review Process.

Application Checklist:

<u>Item</u>	<u>Date Complete</u>
1. Completed Township Application Form:	2-28-2012
2. All related materials submitted:	2-28-2012
3. Township application and review fees paid:	2-28-2012

Application accepted as complete on 2-28-2012 by MARK GORDON

Official Signature:  Title: TWP. ZONING OFFICER

Review Process Checklist

<u>Item</u>	<u>Date</u>
1. Start date:	2-28-2012
2. Date of first formal Planning Commission Meeting following Submission of complete application:	3-7-2012
3. Sent to Twp. Engineer:	- TO TRAFFIC ENG 2-29
4. Date presented to Planning Commission:	3-7
5. Abutting Property Letter sent:	3-1
6. Date sent to CB:	11
7. Date sent To MA:	11
8. Date sent to HC:	11
9. Date sent to PRB:	11
10. Date sent to TAB:	11
11. Date by which the PC must act:	4-4
12. Date by which Board of Supervisors must act:	4-24
13. Drop Dead Date; (Day 60):	4-28
14. Conditional Use Hearing Date:	4-17
15. Dates of hearing advertisement:	4-2 & 4-9
16. Property Posted:	4-9

BEFORE THE BOARD OF SUPERVISORS OF EAST GOSHEN TOWNSHIP

IN RE: Conditional Use Application of Camp K-9 Paradise
for Paws, LLC

NARRATIVE IN SUPPORT OF APPLICATION FOR CONDITIONAL USE**I. Introduction**

Camp K-9 Paradise For Paws, LLC (the "Applicant") is the presumptive Lessee and authorized Applicant for an approximately .96 acre property located at 1303 West Chester Pike, East Goshen Township, Chester County, Pennsylvania (the "Property"). The Property is located in the C-1 Community Commercial Zoning District where Kennels are permitted by conditional use pursuant to Section 240-14.C(12) of the East Goshen Township Zoning Ordinance. The Property currently is improved with an approximately 4,800 square foot building, which is currently vacant. There are 12 existing striped parking spaces, along with other customary improvements.

The Applicant hereby requests, by and through its undersigned counsel, that the Board of Supervisors of East Goshen Township grant a conditional use approval to allow a kennel use of the existing building and the Property restricted to a dog daycare to be utilized as set forth below and as will be further described during the conditional use hearing.

II. The Proposed Conditional Use

The Camp K-9 dog daycare facility will provide daycare for up to 120 dogs. This will also include boarding for up to 20 "families," as the boarding suites located inside the building can each accommodate, for example, 2 dogs from the same household. There will be 20 boarding suites. The operator of the facility is an experience dog handler. There will be a maximum of 7 employees, including the operator. The hours of operation will be: Monday through Friday, 6:30 a.m. to 8 p.m.; Saturday 8:00 a.m. to 6:00 p.m.; Sunday- No daycare, boarding pick-up only from 7 a.m. until Noon. Deliveries will be occasional UPS or Federal Express type deliveries only. A minimum of 18 parking spaces will be provided.

Two fenced outdoor play areas are provided, with a limit of 20 dogs in the front play area, and 40 in the back play area. Outdoor play hours are restricted between the hours of 7:30 a.m. and 6 p.m. Dog urine will be cleaned by hand with certified and safe products. Dog feces will be cleaned up with certified and safe products and disposed of as municipal waste. Dog waste trash will be housed in sealed containers which will be provided by a private hauler with experience in handling dog daycare waste.

The perimeter of the outside play areas will be non-see through so that dogs will not be visible from the exterior. The interior layout will be a functioning and efficient gated and designated area system. Areas will be designated by factors such as dog size and dog demeanor. This will help with the flow of the facility and allow the safe and efficient movement of the dogs throughout the designated areas. The facility will be licensed by the Pennsylvania Department of Agriculture. Noise will be controlled by the use of interior areas, solid fencing, the installation of sound absorbing material in the facility, and active management of dog boredom, anxiety, and overstimulation, the latter factors being primary reasons for dog barking. The proposed environment allows for supervised play all day. All dogs older than 6 months must be neutered or spayed. All dogs must be up-to-date on all rabies, bordetella and temperament vaccinations. There will also be an isolation room for any dog that appears sick to assure the other dogs safety.

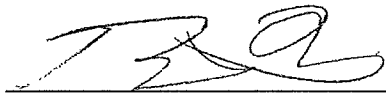
III. Conclusion

The Applicant will establish compliance with the applicable conditional use standards during the presentation to the Planning Commission as well as during the hearing before the

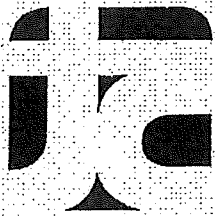
Board of Supervisors in support of approval of the proposed conditional use.

Date: 2-28-2012

Respectfully submitted,



Brian L. Nagle
Attorney for the Applicant
Attorney I.D. #86924
17 West Miner Street
P.O. Box 660
West Chester, PA 19381-0660
(610) 436-0100



CARUOLO ASSOCIATES, INC.
TRANSPORTATION ENGINEERS/PLANNERS

5 Plane Tree Lane
P.O. Box 1150
Valley Forge, PA 19482-1150

Phone (610) 983-3694

Fax (610) 983-9808

February 28, 2012

Mr. Jason C. Morgera
Camp K-9 Paradise for Paws, LLC
15 Scarlett Oaks Circle
Honey Brook, PA 19344

RE: Camp K-9 Dog Day Care
1303 West Chester Pike
East Goshen Township, Chester County, Pennsylvania
Traffic Study

Dear Mr. Morgera:

We are pleased to submit this Traffic Study report for your proposed Camp K-9 Dog Day Care at 1303 West Chester Pike in East Goshen, Township, Chester County, Pennsylvania. This facility will be located in an existing building and house up to 120 dogs between 6:30 a.m. and 8:00 p.m. Access to this building will be provided via the property's existing two driveways on West Chester Pike.

The purpose of this study was to estimate the amount of traffic to be generated by the development and its qualitative impact on local traffic operations on the roads and intersections in the vicinity of the site.

Existing Conditions

The site of the proposed development is on the north side of West Chester Pike just east of Ellis Road. The former Benjamin Moore Paint building is currently located on the site. The property features two existing driveways on West Chester Pike and a circulating drive around the existing building. Parking is located on the south, north, and west sides of the building.

Adjacent to the property, West Chester Pike is a four-lane divided, state highway (SR 0003). This section of road is straight and relatively flat with a 45 miles per hour posted speed limit. Just west of the property, West Chester Pike intersects with Ellis Lane and Falcon Lane. This four-way intersection is controlled by a multi-phase traffic signal and features separate turn lanes.

Trip Generation

The proposed Dog Day Care will be located in an existing building and serve approximately 120 dogs between 6:30 a.m. and 8:00 p.m. The facility will be operated by a maximum of seven full time employees including the owner. Access to this new facility will be provided via the property's existing two driveways on West Chester Pike.

Estimates of the traffic to be generated by the proposed dog care facility could not be based on trip generation data compiled by the Institute of Transportation Engineers (ITE) in their publication Trip Generation, 8thth Edition, 2008. This publication does not include trip generation rates for this type of land use. Therefore, other sources of trip rates for this facility were obtained. Trip generation data was obtained from the New Jersey Department of Transportation (NJDOT) and for a similar dog care facility in Silver Springs Maryland. The following assumptions were made based on the proposed facility and this trip generation information:

- Dogs will be dropped off and picked up over three hour period in the morning (6:30 a.m. to 9:30 a.m.) and evening (4:30 p.m. to 7:30 p.m.);
- Maximum number of employees at any one time on the property will be seven;
- Assume 25% of the dog owners will drop off more than one dog (i.e., two dogs);
- Assume 25% of the vehicles trips to and from the facility will be pass-by trips already on the adjacent roads and intersections

Based on this data, the following table presents the number of new weekday daily and peak hour vehicle trips to be generated by the proposed dog care facility.

Vehicle Trip Generation

Land Use	New Daily Trips	New Morning Peak Hour Trips	New Evening Peak Hour Trips
Dog Care Facility (120 dogs)	300	50	50

A review of this trip generation information shows that the proposed dog care facility will generate only 300 new trips during a typical workday. This translates into an average of twenty-five (25) trips an hour during the twelve hour travel day or less than one trip every minute. During the critical morning and evening peak hours, the proposed dog care facility will generate fifty (50) trips. This volume translates into less than one new vehicle trip a minute, a very low volume of traffic.

Traffic Impact

In order to determine the traffic impact of the new dog care trips, we compared these trip estimates to the volume of traffic currently travel past the property on West Chester Pike. Based on data provided by the Pennsylvania Department of Transportation (PennDOT), approximately 26,000 vehicles travel in both directions on this section of road on a daily basis in 2010.

Based on this data, the proposed development's trips will add approximately 1% to the existing traffic volumes travelling past the property. It should be noted that traffic volumes can vary up to 10% on a daily basis on different days of the work week. Therefore, the addition of 1% to the traffic volumes traveling past the site is substantially lower than the daily variation in local traffic and will not have any adverse impact in local traffic operations.

Site Access

Access to the facility will be provided via the property's two existing driveways on West Chester Pike just east of the Ellis Road intersection. Given their location and design, these driveways should be designated as one-way into (eastern driveway) and one-way out of (western) the property. The drop-off area will be located in the front of the existing building.

A field review of the sight distances for vehicles exiting the property confirm that drivers will have sufficient sight distances. The sight distance to the left or east for drivers exiting the facility is over 1,000 feet which is more than adequate to ensure safe movements out of the property. This information confirms that more than adequate sight distances will exist for vehicles entering and exiting the property via West Chester Pike.

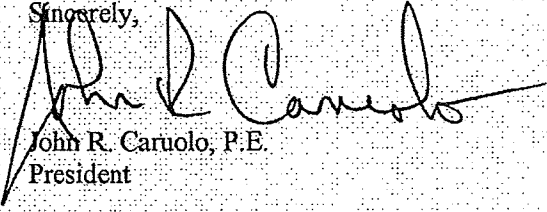
Summary

In summary, the traffic generated by the proposed new dog care facility will not adversely impact existing traffic operations along West Chester Pike or at the surrounding intersections. The new traffic entering and exiting the property will neither be significant, nor noticeable. Safe and efficient access will be provided via West Chester Pike with more than adequate sight distances for vehicles entering and exiting the facility.

Mr. Jason C. Morgera
Camp K-9 Dog Day Care Traffic Study
February 28, 2012
Page 4

If you have any questions regarding this traffic study, please don't hesitate to contact us.

Sincerely,



John R. Caruolo, P.E.
President

cc: Brian Nagle, Esq.

WORD\Traffic Studies\Dog Day Care Traffic Study Report.doc

March 21, 2012

Mr. Mark Gordon, Zoning Officer
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380-6199

RE: Camp Canine Review

Dear Mark:

I am in receipt of Carulo Associates, Inc. letter dated February 28, 2012 regarding the trip generation and relative impact to local traffic in the vicinity of its site of the above referenced site to be located at 1303 West Chester Pike. In addition, a Conditional Use plan dated February 28, 2012 prepared by Jeffrey Lauffer, AIA was transmitted indicating the planned layout of the building changes. The existing 4,822 sf building was formerly a retail store and will now be converted into a canine day-care/boarding facility using the same footprint.

The following constitutes my review of the methodology of the letter and the plans:

Traffic Study Letter

1. ORA concurs with the existing conditions reported for West Chester Pike in the vicinity of the site. It should be noted that paved shoulders exist on both side of West Chester Pike (approximately 8' to 10' wide)
2. ITE's Trip Generation manual, currently the 8th edition, does not have a use associated with dog day care. The study's methodology did not provide back-up data to see and verify the daily and peak hour trips. And if there was even a two trip (once in AM, once in PM) per dog rate, plus the 14 trips taken by staff (once in during the AM and once out during the PM) then only 254 trips are made throughout the day for the site. It is felt a more realistic approach, as indicated in some literature research conducted by ORA is that standard child day care could represent dog day care facilities¹.

One concern is that "pass-by's" were accounted for. ITE's Trip Generation Manual does not even account for pass-bys with standard child day care facilities, so it should not be considered for this type of facility as well. Again, citing periodical/zoning and conditional use approvals from around the country, pass-bys were not considered.²

A more realistic approach would be to consider the 120 dogs, allow for 25% of owners with multiple dogs dropping off once (one inbound and one outbound trip) then picking up once in the afternoon (again one inbound and one outbound trip) for a total of 480-120 trips=360 trips plus staff trips (7 employees, 2 trips per day= 14 trips) for a total of 374 trips per day.

A more conservative AM and PM peak hour trips would be half of these total trips per peak, or 187 trips per peak hour (97 enter, 90 exit in the AM peak, 90 enter and 97 exit during the PM peak). This is significantly higher than reported, but without any back-up as to how the trips were determined, we feel a more realistic assumption of site traffic.

¹ http://www.jccgov.com/pdf/bospdfs/bospdfs2008/081208bos/g2_mem.pdf

² http://www.ci.hillsboro.or.us/Agendas/planning_zone/2010/pz_hb_packet_5-5-10.pdf

Understandably, not all trips will occur directly during the highest morning or afternoon peak hour. However, based on these assumptions, anywhere from one to three trips per minute could be seen during the peaks, again significantly higher than the stated 'less than one new trip per minute' within the letter.

3. Regarding projected conditions with the revised site, the ADT of West Chester Pike traffic is actually closer to 30,000 vehicles per day. Additionally, West Chester Pike is a divided arterial route that will not allow for entering or exiting left turning traffic at the site. The site frontage is directly adjacent to the existing left turn lane for Falcon Lane at the signalized intersection. In this case, the projected 360 site trips are roughly 2.4% of the adjacent street traffic (15,000 westbound vehicles per day).

Though 2.4% is relatively low interaction on a daily basis, which is compounded during the AM and PM peak periods. The proximity to the signalized intersection is also a concern due to the interaction of site traffic attempting to perform crossing maneuvers to get to the left turn lane. The short distance will make it virtually impossible during peak periods of the day.

Conditional Use Plans

4. Site access is proposed to remain as currently designed, with one way circulation into the site via a 30' wide access (incorrectly shown on the Conditional Use Plan as only 20' wide) approximately 150' from the intersection stop bar, and a 20' wide exit access only 50' from the intersection stop bar. Sight distance looking east is greater than 1,000', so that is not an issue.
5. Site circulation per the conditional use plan looks sufficient. The drive aisle adjacent to the building is less than 10' wide. This will be tight for a garbage truck to maneuver through (at 8.2' wide).
6. 20 parking spaces are being provided and should handle the 7 employee vehicles plus patrons dropping off and picking up their dogs during the 'day care' portion of the day. Boarded dogs would not tend to require a significant amount of parking.

Additional

7. It is recommended that the applicant have a traffic count completed for the driveways between the hours of 4 PM and 7 PM approximately one to two months after the facility is fully operational. These counts should be conducted on any weekday between Tuesday and Thursday with no inclement weather. The count log must indicate inbound and outbound vehicles grouped in 15 minute intervals during those three hours.

The basis for these counts is to provide actual trip generation numbers to the Township in order to assess the impact fee for the facility. The Township will credit the new facility based on the previous use of the facility (paint store) and only assess impact to the difference in vehicular trips generated by the site during the PM peak period.

Based on the letter and plans, the site circulation is acceptable. We are concerned about the potential amount of traffic that could be generated by the facility as it relates to the proximity of

*Mr. Mark Gordon, East Goshen Twp.
Camp Canine Day-Care facility Review
Page 3 of 3 – March 21, 2012*

the signalized intersection of West Chester Pike and Ellis/Falcon Lanes. Exiting site traffic may want to perform a 'U' turn at the traffic signal and will have to cross over two lanes of through traffic within 50' of the stop bar to do so. The current traffic using West Chester Pike during the AM and PM peaks will most likely make this maneuver impracticable rendering this concern inconsequential.

I can be reached at (610) 407-9700 or dkaiser@orth-roddgers.com if you have any questions or comments regarding this review.

Sincerely:

ORTH-RODDGERS & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Dean J. Kaiser", written over a horizontal line.

DEAN J. KAISER, PE, PTOE
Director of Traffic Signal Operations

F:\2012_041_EGT_K9_Rev\Documents\Correspondence\Letters\03-21-12_Camp K9 Review.doc

cc: Rick Smith – Manager



Malvern Fire Company

424 East King Street
P.O. Box 435
Malvern, PA 19355

Main 610-647-0693
Fax 610-647-0249
www.malvernfireco.com

Monthly Fire Operations Report - March 2012

Calls for Month: 20		Year Total: 75		
Call Type	Malvern	Willistown	East Goshen	Other
Accident	0	0	0	0
Automatic Fire Alarm	1	6	0	1
Brush/Mulch Fire	0	0	1	0
Carbon Monoxide Alarm	0	1	0	0
Cover Assignment	0	0	0	0
EMS Assist	0	3	0	1
Fire Police Assist	0	0	0	0
Gas Leak (Outside)	0	0	0	0
Investigation (Inside)	0	1	0	0
Investigation (Outside)	0	0	0	0
Structure Fire	1	1	0	3
MONTH TOTAL	2	12	1	5
YEAR TOTAL	14	39	4	18

Mutual Aid	Given	Received	Month Total	Year Total
Alert Fire Co.	0	0	0	1
Berwyn Fire Co.	1	1	2	4
East Whiteland Fire Co.	3	1	4	12
Fame Fire Co.	0	0	0	1
Glen Moore Fire Co.	1	0	1	1
Goodwill Fire Co.	0	0	0	1
Goshen Fire Co.	0	0	0	5
Lionville Fire Co.	0	0	0	1
Newtown Sq. Fire Co.	0	0	0	1
Paoli Fire Co.	0	1	1	2
Phoenixville Fire Dept.	0	0	0	1

Total Value of Property & Contents	Total Month Loss	Total Year Loss	Total Saved
\$250,000	\$100	\$100,100	\$249,900

Number of Personnel Attending Calls	Year Total	Hours in Service	Year Total
230	811	160.92	623.5

Number of Training Sessions	Year Total	Hours in Service	Year Total
4	14	238	540.5

Number of Special Assignments	Year Total	Hours in Service	Year Total
3	7	88.75	190.75

Total Hours in Service (Month)	Total Hours in Service (Year)
487.67	1354.75

8 d

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

To: Board of Supervisors

From: Mark Miller

Re: Fire Marshal Report

I was notified by county radio of 5 burning complaints during the month. The fire department requested county and township Fire Marshals for a house fire on Hibberd Lane. The fire was contained to the kitchen with heavy smoke and water damage thru out. County Fire Marshal Harrison Holt estimated the damages at \$100,000.00 to the structure and \$50,000.00 for contents. The fire was listed as accidental caused by cooking. Responding fire departments were Goshen, Malvern and West Chester Station 52.

Exterior 1724 Hibbard Ln





Kitchen.

1924 Hibbard Ln.

10a

Memo

To: Board of Supervisors
From: Rick Smith, Township Manager
Date: 4/13/2012
Re: Fireworks

Frank, Mark and I revisited the costs for a firework only event at the park and the costs would be as follows:

Out of Pocket Costs

Light Rental	\$960
Porta Potties (4)	\$600
Fire Police	\$500
Miscellaneous *	\$1,000
Police	\$3,500
Fireworks	<u>\$9,000</u>
Subtotal	\$14,560
Township Labor *	<u>\$4,500</u>
Total	\$19,060

Miscellaneous – Includes purchase of No Parking signs, stakes, trash bags, etc.

Township Labor - Includes the cost to pick up and return the lights, install the no parking signs, set up barricades and clean up during and after the event.

Under a worst case scenario (we need to cancel the event and go with the rain date once we had mobilized everyone) our cost would increase by \$4,000.

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: 4/13/2012

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer

Re: Liberty Towers / Paint Samples *auto*

Dear Board Members:

We are wrapping up the Building Permit application for the Tower and I have some paint samples for you to look at. Liberty is sending more copies of the samples for you to review at your meeting Tuesday evening however I have made photo copies for you to look at in the interim.

**EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2012-64A

**A RESOLUTION CHANGING THE NAME OF THE
COMMUNITY DEVELOPMENT COMMISSION TO THE
COMMERCE DEVELOPMENT COMMISSION**

WHEREAS, Section 1542 of the Second Class Township Code allows the Board of Supervisors to undertake community development programs; and

WHEREAS, The June 21, 2005 Comprehensive Plan recommends that the Township take steps to "Promote redevelopment in commercial districts that enhances the character of the community"; and

WHEREAS, The October 2010 Final Report of the Township Advisory Group recommends that the Township take steps to "Minimize Commercial Vacancies"; and

WHEREAS, the Board of Supervisors has determined that the best way to accomplish these objectives is to establish a commission pursuant to the provisions of Section 1542 of the Township Code.

WHEREAS, on September 27, 2011 the Board of Supervisors adopted Resolution 2011-64 creating a Community Development Commission, consisting of 5 members, who shall serve at the pleasure of the Board.

WHEREAS, this Commission was tasked with developing and recommending programs to the Board of Supervisors that support the growth and enhancement of existing business and encourage and promote the redevelopment and use of commercial properties in East Goshen Township.

WHEREAS, after interviewing potential candidates the Board of Supervisors determined that it would be appropriate to increase the number of members on the Commission.

WHEREAS, on January 3, 2012 the Board of Supervisors adopted Resolution 2012-64 creating a Community Development Commission, consisting of 9 members, who shall serve at the pleasure of the Board. The Commission shall be tasked with developing and recommending programs to the Board of Supervisors that support the growth and enhancement of existing business and encourage and promote the redevelopment and use of commercial properties in East Goshen Township.

WHEREAS, the members of the Community Development Commission, have requested that the name of the Commission be changed to more accurately reflect their mission.

BE IT RESOLVED THAT henceforth the aforesaid Commission shall be named the
“Commerce Development Commission”.

RESOLVED AND ADOPTED, this 17th day of April, 2012.

ATTEST:

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS**

Secretary

11c

Memo
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

Voice 610-692-7171

Fax 610-692-8950

E-mail rsmith@eastgoshen.org

RS

Date: April 12, 2012
To: Board of Supervisors
From: Rick Smith, Township Manager
Re: Fiduciary Liability Insurance

Pursuant to your request I contracted our agent and we can purchase a Fiduciary Liability Insurance Policy (\$1,000,000) from Travelers for \$2,276. Our agent noted that the definition of "insured" was very broad.

F:\Data\Shared Data\Finance Dept\Insurance\Memo to BoS 041212.docx

Schedule of Named Insureds

- East Goshen Township Non Uniformed Pension Plan

Please refer to the following policy definition of "Insured":

III. DEFINITION OF INSURED.

Each of the following is an **Insured** to the extent set forth below:

- (1) The Trust or Employee Benefit Plan designated in the Declarations and any additional Trust or Employee Benefit Plan created during the policy period by the sole sponsor referred to in Item (2) below, or by any interest owned or controlled by said sole sponsor, provided written notice of such is given to the Company within 90 days.
- (2) An employer who is the sole sponsor of such Trust or Employee Benefit Plan.
- (3) Any natural person who at any time holds or shall have held the position of:
 - (a) Trustee of such Trust or Employee Benefit Plan.
 - (b) Director, officer or employee of such Trust or Employee Benefit Plan or of such sole sponsor employer.
- (4) Any other person or organization designated in the Declarations as a Fiduciary.
- (5) Any other Trust or Employee Benefit Plan of any firm hereafter acquired through consolidation, merger or takeover by the sole sponsor or by any interest owned or controlled by said sole sponsor, provided:
 - (a) Written notice of such acquisition is given to the Company within 90 days of the effective date of such acquisition, and
 - (b) The **Insured** pays the Company an additional premium computed pro-rata from the date of such acquisition to the end of the Policy Period, and
 - (c) That specific Application on the Company's form in use at the time of acquisition is made to the Company as soon as practicable after the aforesaid notice is given.

The insurance applies separately to each **Insured** against whom claim is made or suit is brought except with respect to the application of the limits of liability, and it shall also apply to the estates, heirs and personal representatives of persons insured hereunder.

11d

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

April 9, 2012

To: Board of Supervisors

From: Mark Miller

Re: Mower Replacement

I would like your approval to replace two mowers. The mowers are scheduled for replacement in 2012, the cost to replace the two mowers is \$15, 702.00 on the state contract. We budgeted \$16,000.00 for the mowers.

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
April 3, 2012 – 7:00pm
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, Susan Carty (Planning Commission), Bob Esty and Joe Zug (Friends of East Goshen), Township Solicitor Jeff Sommer, Jeremy Gerrard of the *Daily Local News*, and Scout Anthony Mariani of Troop 7 in Malvern.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm. Resident Joseph D'Antonio, Jr. led everyone in the Pledge of Allegiance.

Moment of Silence

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

Recording of Meeting

Resident Leo Sinclair said he would record the meeting.

Chairman's Report

Senya announced that the Board met in Executive Session with the Westtown Township Supervisors on March 29 to discuss police contract matters. Rick Smith announced that resident Jonathan Altshul will be starting on April 9 as the Township's new Director of Finance.

Public Comment: Art Polishuk, Grand Oak Lane – Asked if this new employee will replace another employee and Senya said yes.

Public Comment on Non-Agenda Items

None.

Draft Park Commission Ordinance

The Board reviewed and edited the draft ordinance with Jeff Sommer.

Public Comment: Leo Sinclair, Lochwood Lane – Said this document is a redundancy of the existing Park Ordinance. Carmen explained that this document applies to the Park and Rec members and therefore is not redundant. Mr. Sinclair asked if the Township has made sure this does not conflict with the Park Ordinance and Mr. Sommer said yes.

Public Comment: Joseph D'Antonio, Jr., Millrace Lane – Questioned why the Park and Rec members are being charged with the protection of historic resources in the Mission Statement, when the Township has a Historical Commission for that purpose. Thom explained that the language was put into the document so that when the park is used the historic resources will not be damaged.

1 *Public Comment: Linda Polishuk, Grand Oak Lane* – Asked if there have been incidents of
2 damage in the park. Senya said there have been a number of incidents of vandalism.

3
4 *Public Comment: Art Polishuk, Grand Oak Lane* – Said the language in §51-2 regarding
5 reimbursement to members for expenses incurred is too broad. The Board agreed and edited that
6 section. He then asked about the duties of the Secretary in §51-5 and whether the Park and Rec
7 Secretary would be expected to take meeting minutes at no pay. Thom said yes and indicated he
8 would like to phase out Recording Secretaries for ABCs beginning with the Park & Rec
9 Commission. Mr. Polishuk asked if the Township plans to keep the paid Director of Recreation,
10 and was told yes. Mr. Polishuk noted that the two-year-old TAG recommendations, which put
11 responsibility on the Park and Rec Board to have their programming be self-funding, were not
12 included in the document. Marty said he agreed that the financial duty to cover all direct and
13 indirect costs associated with park programs should be added to the document; however, he
14 noted that while the Supervisors accepted the TAG report they did not necessarily accept every
15 recommendation in it. Mr. Polishuk asked why the Township doesn't ask the paid Director of
16 Recreation to take the meeting minutes. Senya then stated that the Township is not going to ask
17 ABC members to take minutes. Art said in that case, the language should be revised to reflect
18 that. The Supervisors then discussed this matter and four out of five agreed the Park and Rec
19 Commission should have a paid Recording Secretary like the other ABCs. Thom was opposed.

20
21 *Public Comment: Leo Sinclair, Lochwood Lane* – Asked Jeff Sommer to explain the rules for
22 advertising ordinances. For Mr. Sinclair's benefit Jeff explained the rules again, reiterating his
23 comments from the beginning of the discussion.

24
25 *Public Comment: Joseph D. Antonio, Jr., Millrace Lane* – Questioned again why Park and Rec
26 members will be charged with the protection of historic resources in the Mission Statement.
27 Rick told him the roles of the Historical Commission and the Park and Rec Commission are not
28 in conflict.

29
30 There was no further public comment. The consensus of the Board was for staff to proceed to
31 advertise the ordinance as amended.

32 **Resolution for Off-Premises Signs and Billboards**

33 Jeff Sommer summarized the need for this resolution.

34
35
36 *Public Comment: Art Polishuk, Grand Oak Lane* – Asked if this could be adopted tonight, and
37 Mr. Sommer said yes.

38
39 Carmen moved to adopt the resolution for municipal cure of zoning regulations pertaining to off-
40 premises signs and billboards. Chuck seconded the motion. There was no discussion or public
41 comment. The Board voted unanimously to approve the motion.

42 **Introduction of Scout Anthony Mariani**

43 Senya introduced resident Anthony Mariani, who is a Star Scout from Troop 7 in Malvern, and a
44 freshman at East High School. Anthony was attending the meeting as part of his work for his
45 Communications Badge.
46
47

1 **Friends of East Goshen By-Laws**

2 Rick noted that Township Solicitor Kristin Camp had already reviewed the draft by-laws of the
3 Friends of East Goshen 501(c)3, and her comments had been incorporated into the draft.

4
5 The Board reviewed the by-laws, and discussed the role of the Friends.

6
7 Marty said the Friends should be the primary, but not exclusive, fundraiser for East Goshen.
8 Senya said the Friends also serve as a clearinghouse for anyone wishing to make a tax-
9 deductible donation to the Township. It was noted that the 501(c)3 will have sole discretion in
10 how donated funds are to be allocated.

11
12 Rick said he would check with Kristin Camp if the Friends can be included on the Township's
13 insurance.

14
15 Bob Esty said the Friends are planning their own website, separate from the Township site.

16
17 Rick said the Friends have already been provided with a list of Township businesses. Rick said
18 that going forward, he will have staff include information about the 501(c)3 in the new resident
19 welcome packets.

20
21 Marty noted that the Community Development Commission has been discussing the need for the
22 Township to have a database of all businesses in the Township. Marty said this is something that
23 everyone could share – the staff, the ABCs and the Friends of East Goshen.

24
25 Chuck said the by-laws were well-written and they keep the appropriate boundary between the
26 Township and the 501(c)3. He cautioned that if the Township becomes any more involved with
27 the 501(c)3 than is outlined in the by-laws, it risks coming under the scrutiny of the IRS.
28 Regarding the nature of the relationship between the 501(c)3 and the Township, the Supervisors
29 may concur on all appointments to the Friends' Board of Directors but there should be no further
30 involvement with the affairs of the 501(c)3. Chuck suggested just one change - that Article One
31 (Purpose) of the by-laws indicate that the Friends of East Goshen is a 501(c)3.

32
33 Senya asked Bob Esty if the Friends are ready to handle the day-to-day duties involved with
34 administering the 501(c)3 and Bob candidly said no. Senya told him that the Township staff
35 cannot assist the Friends in any administrative work as it would cross the line, not to mention
36 that the staff does not have the capacity to take on the additional work.

37
38 Chuck, who has experience completing 501(c)3 applications, said he would review Friends'
39 application before it is submitted.

40
41 *Public Comment: Joe Buonnano, Herron Lane* – Said his understanding is that the funds raised
42 by the 501(c)3 are to be used by the Township for discretionary spending. Senya thanked him
43 for his comments.

44
45 The Board agreed to table further discussion on the by-laws until the Friends have submitted
46 their 501(c)3 application.

1 **Community Day and Fireworks**

2 The Board agreed to table this matter until the April 17 meeting. Frank Vattilano will be asked
3 to consult with West Goshen on the possibility of having a joint event with East Goshen this
4 year.

5
6 *Public Comment: Leo Sinclair, Lochwood Lane* – Volunteered to help raise money for the event.
7 Senya advised him to contact the Friends of East Goshen.
8

9 **Sewer Rates**

10 The Board reviewed the revised sewer rates as outlined in Brian McCool's March 30 memo.
11 Carmen moved to amend the Township Fee Schedule to reflect the new fixed rate of
12 \$26.15/quarter and new variable rate of \$7.97 per 1,000 gallons. Chuck seconded the motion.
13

14 *Public Comment: Joe Buonnano, Herron Lane* – Said the rates are calculated in error. He
15 would like them calculated on a cost accounting basis or an actuarial basis. Marty explained
16 how the Township calculated the rates and why the Township believes they are as fair as
17 possible.
18

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

20
21 Rick will have the new rates posted to the website.
22

23 **Generator**

24 The Board reviewed a March 29 request from Mark Miller asking for approval to trade several
25 pieces of old Township equipment in exchange for a refurbished 100kw generator that has a full
26 enclosure, fuel tank, and new paint. The trade would be conducted with a generator dealer
27 located outside of Blue Bell. The equipment the dealer will take in trade includes two generators
28 removed from the pump stations, a small grasshopper, an old pull-behind mower and an old
29 landscape trailer. No money will exchange hands. Rick pointed out that Mark was unable to sell
30 the old equipment, so the Township basically has nothing to lose. Thom moved to approve the
31 suggested trade. Chuck seconded the motion. There was no public comment. The Board voted
32 4:1 in favor of the trade. (Carmen was opposed.)
33

34 **Any Other Matter**

35 Landscaping – Thom said that Mr. DelVeccio, who is doing some landscaping in front of the
36 Township Building and also at the park, would like the Township to have a dedication ceremony
37 for his landscaping on or near Earth Day. Thom suggested the event take place on April 18.
38

39 Pension Committee – Marty said Victor Cozzone wants authorization to release funds once the
40 Pension Committee has completed their review. Rick will include this transaction with the
41 invoices for approval at the next meeting.
42

43 Community Development Commission – Marty gave a verbal report on the April 2 CDC
44 meeting.
45

1 Easter Flowers - Carmen reminded everyone that the Goshen Fire Company will be selling
2 Easter flowers on April 6, 7, and 8.

3
4 **Review of Minutes**

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

7
8 *Public Comment: Leo Sinclair, Lockwood Lane* – Asked that his comments on Page 3 under
9 “Island Maintenance for Great Oak Circle” be revised. After some discussion, the Board
10 consented to the request.

11
12 **Treasurer’s Report & Expenditure Register Report**

13 *See attached Treasurer’s Report for March 29, 2012.*

14
15 The Board reviewed the Treasurer’s Report and the current invoices. Thom moved to accept the
16 Treasurer’s Report of March 29 and the Expenditure Register Report as recommended by the
17 Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Chuck
18 seconded the motion. There was no further discussion or public comment. The Board voted
19 unanimously to approve the motion.

20
21 **Action List**

22 Cell Tower – The Township is awaiting additional information from Liberty Towers before the
23 building permit can be issued.

24 Newsletter – The first all-electronic issue was posted to web on March 20. Paper subscriptions
25 were mailed the same day.

26 Hershey Mill Dam – Neil DeRiemer has reported that he is working on a fundraising brochure
27 for the Friends of the Dam, and the Friends of the Dam are scheduled to meet this month. On
28 March 29, Adam Brower of Edward B. Walsh & Associates reported that he anticipates the
29 design work will be completed by April for Township review.

30 Post-Retirement Medical Benefits – The Pension Committee is reviewing the Investment Policy
31 Statement.

32 Sign Ordinance – The Planning Commission is still reviewing this.

33 TAG Action List – The Board reviewed and edited the updated list.

34
35 **Correspondence & Reports of Interest**

36 Senya acknowledged receipt of the following:

- 37 • Recreation program update from Frank Vattilano dated March 29.
 - 38 • Municipal Land Use Letter from Edward B. Walsh & Associates for Mars Drinks at 1301
39 Wilson Drive, dated March 14.
 - 40 • Notification of Adam Knox’s resignation from the Conservancy Board, dated March 22.
 - 41 • Update from the Chester County Tax Collection Committee, dated March 2012.
 - 42 • Denial of grant request from American Rivers-NOAA Rivergrants Program to breach the
43 Hershey Mill Dam, dated March 23.
- 44
45
46

1 **Meetings & Dates of Importance**

2 Senya noted the upcoming meetings as listed in the agenda. Carmen noted that Farmers' Market
3 may not be open April 12 as listed and advised everyone to check the Farmers' Market blog for
4 confirmation.

5
6 **Public Comment Period**

7 *Joe Buonnano, Herron Lane* – Asked why the Township was turned down for grant money to
8 breach the Hershey Mill Dam. Rick said per the email from American Rivers, they received too
9 many applications.

10
11 **Adjournment**

12 There being no further business, the regular meeting was adjourned at 10:27pm.

13
14 **Executive Session**

15 The Board met in Executive Session until 11:15pm to discuss a legal matter.

16
17
18 Anne Meddings

19 Recording Secretary

20 *Attachment: Treasurer's Report*

15a

EAST GOSHEN TOWNSHIP ACTION LIST

New additions are in bold		17-Apr-12
#	Item	Action Due Date
ADM 11-24	Cloud Computing	17-Apr-12
PCZ 12-01	Comp Plan	17-Apr-12
ADM 11-22	IT Committee Implementation	17-Apr-12
ADM 11-13	Municipal Authority Projects (qtrly)	17-Apr-12
FIN 11-05	Quarterly Financial Reports	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
PCZ 09-01	Telecom Registration and Reporting	17-Apr-12
ADM 12-2	Televising Meetings	17-Apr-12
PCZ 12-3	Billboard Ordinance	17-Apr-12
ADM 11-15	Cell Tower	1-May-12
DPW 07-02	Hershey's Mill Dam	1-May-12
ADM 11-16	Post Retirement Medical Benefits	1-May-12
ADM 10-22	TAG Action List	1-May-12
PCZ 11-6	Sign Ordinance	15-May-02

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:

CLOUD COMPUTING

No:

ADM 11-24

List Date:

12/1/2011

Completed Date:

Description:

Determine feasibility of using Cloud computing

Date	Action
12/6/2011	Cloud info presented by West Chester Borough distributed to Board
3/20/2012	No Action
4/17/2012	No Action

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:

Comp Plan

No:

PCZ 12-1

List Date:

2/7/2011

Completed Date:

Description:

Update Com Plan

Date	Action
2/7/2012	Consider applying for Vission Partnership Grant. At 2/7 meeting BoS requested Staff develop RFP for Consultant
3/20/2012	Working on RFP
4/17/2012	Working on RFP

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
3/20/2012	See attached
4/17/2012	See attached

Information Technology Recommendations

Created: 1/23/2012

Updated: 4/17/12

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	In progress	
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	Completed	
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	Completed	
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	Completed	
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	In progress	DocStar will send back up idata to server which will then be backed up with server data.
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	Completed	They are compatible
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	Completed	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	In progress	
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:

Municipal Authority Projects

No:

ADM 11-13

List Date:

2/17/2011

Completed Date:

Description:

Identify Municipal Authority projects, develop schedule and determine funding mechanism.

Date	Action
4/5/2011	Memo attached
4/5/2011	Update costs and check with DVRFA
5/24/2011	Report attached
6/28/2011	Lockwood - Currently meeting with property owners about easements, HMPS & Reserve Ps- Act 537 approval received 6/6/11. Marydell PS - Comments received from agencies. Public Notice in the Local on 6/25/11. Reservoir Rd PS - No Action. We are proceeding on the assumption that Sewer Capital Reserve Fund monies will be used to fund the expenses until a borrowing.
7/26/2011	See Attached Report
10/18/2011	Lockwood - E&S Plans submitted to PADEP, Pennoni is working on closure plan for STP. One half of the ROWs have been obtained. MaryDell - Act 537 Revision submitted to PADEP RSCSTP - Project Completed
1/17/2012	RCSTP - Completed, Audit filed with State. Lockwood - We have all permits. Going out for Bid in January. Marydell - We have Act 537 Plan Approval Reserve PS and HMPS - Currently reviewing pipe layout
4/17/2011	RCSTP - Completed Lockwood - Construction to starte in April. Marydell, Reserve PS and HMPS - In final design

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Quarterly 2011 Financial Reports

No:

FIN 10-05

List Date:

2/16/2010

Completed Date:

Description:

Date	Action
4/19/2010	Provide Q1 Reports. Done
7/27/2010	Provide Q2 Reports. Budget Savings: 2008 Budget vs. 2010 Budget Provide list of Variances and Impact Items (\$2500 threshold) Disbursements by Fund State Fund chargebacks detailed DPW breakouts for full costing Snow, Roads, Sewer, Parks Overtime Report
10/26/2010	Provide Q3 Reports.
1/25/2011	Pending review by Finance Group
4/26/2011	Pending review by Finance Group
5/3/2011	March report in packet. Quarterly report will be expanded to include April and distributed for the Financial Planning Session on 5/26.
7/26/2011	See your Financial Binder sent out 7/22/2011
10/25/2011	See your Financial Binder sent out 10/21/11
3/6/2012	See report
4/17/2012	See report

EAST GOSHEN TOWNSHIP

ACTION ITEM

Item:

Quarterly Report on I & I

No:

DPW 08-02

List Date:

12/9/2008

Completed Date:

Description:

Date	Action
1/12/2010	Distribute Quarterly Report. Done
4/20/2010	Distribute Quarterly Report. Done
5/4/2010	Rick to provide memo on expenses. Will become part of regular report. Done
7/13/2010	Distribute Quarterly Report. Done
10/12/2010	Distribute Quarterly Report.
10/26/2010	MG: Mark Miller to provide Qtr. update
1/25/2011	Distribute Quarter Report
4/26/2011	Report attached
7/26/2011	Report attached
10/18/2011	Report attached
1/10/2012	Report attached
4/17/2012	Report attached

March 29, 2012

Certified Mail/Return Receipt Requested

EGMA1202

Jenifer Fields, P.E.
Regional Water Quality Manager
Pennsylvania Department of Environmental Protection
Southeast Regional Office
2 East Main Street
Norristown, PA 19401

RECEIVED
BY: _____

MAR 30 2012

Re: **Consent Order & Agreement**
Semi-Annual Corrective Action Status Report #07 (FINAL)
East Goshen Township Municipal Authority, Chester County, PA

Dear Ms. Fields:

The following Semi-Annual Corrective Action Status Report is required under the Consent Order & Agreement (CO&A) executed between the Department and the East Goshen Municipal Authority in December 2008. The Report is described in Corrective Action item 7 (Reporting) and is to be submitted to the Department by March 31 and September 30 of each year that the Consent Order and Agreement is in effect. The report is required to describe, in detail, the progress made towards achieving the milestone events listed in the Corrective Action section of the CO&A including all of the actions taken within the previous six-month period and those which will be taken in the subsequent six-month period.

This is the FINAL semi-annual report required as part of the CO&A. The Corrective Action component of the CO&A, which requires investigation and remediation of I/I within the Ridley Creek Collection System and is the subject of this semi-annual report, terminates on March 31, 2012.

1. Corrective Action #1: Metering

Flow metering shall take place in the following subbasins for a minimum of four months out of the year, with metering conducted for a minimum of 60 days in the fall and 60 days in the spring.

Refer to the enclosed Figure #1 for a map of previous and future meter locations.

Previous 6 Months:

Metering was performed from early October 2011 through March 12, 2012 at all of the following meters. The metering computer program failed prior to November 2011, and a number of the meters had to be reprogrammed and/or replaced thereafter, so much of the meter data is not valid for October and November 2011.

New Kent Meter (aka "Relocated Chester Road meter")

The New Kent meter remains located two manholes upstream of the original Chester Road meter location. The subbasin upstream of this meter has exhibited I/I problems over the past couple years, similar to those observed at the original Chester Road meter in 2008. Metering was conducted at upstream Saratoga and Tallmadge locations, and no notable I/I problems were observed. Refer to previous Semi-Annual CO&A Status Reports for detailed analysis of these two meters. Therefore, the I/I is occurring downstream of the Tallmadge and Saratoga locations and upstream of the New Kent meter location. The New Kent Apartment complex is a large portion of the collection system in this subject area, but the sewer system in the apartment complex was investigated in 2010-2011, and no leaks were found.

Flow rates from October 2011 through March 2012 were much more variable than in June 2011 through September 2011. The average flow was 195 gpm in November 2011 through January 2012. This is significantly higher, approx. 55 gpm (39%) higher, than in the summer of 2011. It is important to note that the summer 2011 average flow was almost twice as high as the previous six month average. The average flow decreased to 161 gpm from late January 2012 through March 12, 2012.

There is apparent inflow during storms at this meter; however, the majority of that inflow originates upstream of the Township Building meter. We estimate that 60-80% of the inflow originates upstream of the Township Building meter, while another 10-20% originates in the Goshen Village Shopping Center. Although inflow is continuing to occur, the instantaneous wet weather peak flows in the current metering period were less than in June-September 2011. However, the daily volume during wet weather is much higher in the current period. Therefore, we believe that a larger amount of I/I is entering the sewer system, but it is occurring over an extended period of time (several hours instead of 1-2 hours)

The significant infiltration problem in this subbasin also continues. The continuous base flow, which is considered to be primarily infiltration, averaged 94 gpm from late November 2011 through late January 2012. It decreased to 57 gpm, similar to the summer 2011 infiltration rate, from late January 2012 through March 12, 2012. This indicates that 35-48% of the New Kent flow is infiltration. We estimate that only 7-17% (4-16 gpm) of this continuous flow originates upstream of the Township Building meter, and none of it originates in the Goshen Village Shopping Center. Therefore, over 50 gpm of continuous flow is believed to be entering the sewer system between the Township Building meter and the New Kent meter. This continuous flow is assumed to be primarily infiltration, but it could also be inflow (from damaged manholes, manholes without watertight lids, etc.) since this sewer main crosses under and runs alongside a stream.

Flows remain elevated for 1-4 days after storm events. On numerous occasions, the peak instantaneous flow occurred the day after the storm event, and the daily flow volume that following day was also greater than the volume the day of the storm. This may substantiate our belief that water is entering the sewer system over an extended period of time, most likely due to rain-induced infiltration, sump pumps, and possibly inflow from manholes along the stream.

Investigations will be performed on the approx. 1,500 l.f. of sewer along the creek between

Paoli Pike (near the Township Building meter) and North Chester Road (near the New Kent meter) during the next six months. The New Kent and Township Building meters will remain in place to continue to monitor flows within the subbasin.

It should be noted that the design capacity of the sewer in this location is sufficient to convey the peak flows captured by the meter, including the instantaneous peaks during storm events.

Goshen Village Shopping Center

This meter is located a few manholes upstream of the New Kent meter. It meters all flows from the Goshen Village Shopping Center as well as some flows from the East Goshen Township municipal complex buildings. It does not meter any other tributary flows to the New Kent meter. Metering was initiated in this location to identify the source of the excessive infiltration observed at the New Kent meter.

The average flow was 3 gpm from October 8, 2011 through November 16, 2011. Thereafter, the average flow was 14 gpm through March 2012. There is no continuous base flow. As a result, infiltration does not appear to be a problem in the shopping center sewer system. There were no apparent significant inflow occurrences during the storm events over this initial metering period either. Therefore, this meter will be removed.

It should be noted that the design capacity of the sewers in the vicinity is sufficient to convey the peak flows captured by the meter.

Township Building

This meter is located a few manholes upstream of the New Kent meter, in an access driveway at the East Goshen Township municipal building complex. It meters all flows to the New Kent meter except for flows from the Goshen Village Shopping Center, some Township municipal complex buildings, and the New Kent Apartment complex. Metering was initiated in the Township Building location to identify the source of the excessive infiltration observed at the New Kent meter.

The average flow was 18 gpm from October 8, 2011 through November 4, 2011. The average increased to 87 gpm from November 4, 2011 through March 1, 2012. The average flow then steadily decreased from March 2 through March 8, averaging 48 gpm.

There were significant inflow and infiltration problems at this location from November 2011 through January 2012. Extreme inflow occurred during storms of at least 0.75" precipitation. The instantaneous peaking factor was as high as 5.6 (during a 2.0" storm event on December 7, 2011), and the daily flow that day was double the daily average. Inflow and rain-induced infiltration appeared to continue for 2-3 days after large storm events. Continuous base flow averaged 16 gpm indicating a continuous infiltration problem, in addition to a rain-induced infiltration problem.

After mid-January 2012, flow rates became much more consistent and slowly decreased. There were no extreme peak instantaneous flows recorded. There was a 1.32" storm event on February 29, 2012, and the peak instantaneous flow rate was no higher than the peak on a dry

weather day. The continuous base flow also decreased dramatically after March 1, averaging only 4 gpm.

Investigations will be performed in select areas upstream of this meter within the next six months. Sump pumps are suspected to be a problem in this area.

It should be noted that the design capacity of the sewers in the vicinity is sufficient to convey the peak flows captured by the meter.

Line Road

This meter is located in the Ridley Creek Interceptor along Paoli Pike adjacent to Franklin Court. There was an average daily flow of 50 gpm (72,000 gpd) in October 2011, which is consistent with flows metered for the preceding nine months of 2011. The meter appears to have malfunctioned in November. The average metered flow then decreased to 3 gpm (4,500 gpd) in December 2011 through March 2012. The flow during this meter period varied widely from the anticipated flow of 39,000 gpd, based on the number of upstream connections. We question the accuracy of the meter data after November 2011 since the flows are dramatically less than the anticipated flow.

There was an average continuous base flow ranging between 0.0 and 3.7 gpm, which is slightly less than the base flow for the preceding nine months of 2011. As a result, dry weather infiltration does not appear to be a problem. However, this location remains susceptible to rain-induced infiltration and possibly slow, continuous inflow for several days after storm events. This meter will be removed since the New Kent subarea has been identified as the apparent primary source of significant I/I in the Ridley Creek Collection System and for utilization of this portable meter in initial I/I analyses within the Chester Creek Collection system.

It should be noted that the capacity of this sewer is sufficient to convey the peak flows captured by the meter, as evidenced by the level reading not exceeding 2/3 of the pipe diameter at any time during this metering period.

Ridley Creek STP Influent

This meter is located on the Ridley Creek Interceptor in the manhole immediately upstream of the Ridley Creek STP Influent Pump Station. It meters all influent flows to the STP except for the Hunt Country development. It does not meter the STP recycle/backwash flow either.

The meter malfunctioned from October 1, 2011 through mid-November. The average flow from mid-November through mid-December 2011 was 351 gpm (506,000 gpd). The average flow decreased from mid-December 2011 through March 11, 2012 to 172 gpm (248,000 gpd), which is approximately 10% less than over the summer of 2011.

There remains little to no continuous base flow so dry weather infiltration does not appear to be a problem. There has been no apparent dry weather infiltration at this location since August 2010. However, this is inconsistent with the meter data from the upstream New Kent meter where continuous base flows generally ranged between 57 to 94 gpm.

Inflow and rain-induced infiltration were a significant problem from August-November 2011, but flow rates and volumes during and after storm events were significantly less in December 2011 through March 11, 2012. For example, on November 12, 2012 during a 0.65" rainfall event, the flow rates were elevated (over 600 gpm) for 13 consecutive hours, and the daily volume exceeded 1,200,000 gpd. No significant repairs were made, but the reduced I/I is evidenced in four storms over 0.6" precipitation thereafter. In particular, there were two storm events exceeding 1.0" precipitation in 2012 (1.42" on January 12 and 1.32" on February 29), during which the flow rates were elevated for just three hours and one hour respectively, and daily volumes were only 405,000 gpd and 365,000 gpd respectively. It is possible that the flow data on November 12, 2012 was invalid due to aforementioned meter programming problems.

Some inflow and rain-induced infiltration still exists in the system. It is believed that the majority of that remaining I/I originates upstream of the New Kent meter as described in the New Kent Meter narrative above.

Lockwood Chase STP Influent

The temporary meter is located in the manhole immediately upstream of the Lockwood Chase Sewage Treatment Plant. It meters flow from the entire Lockwood Chase Development with the exception of the residence at 923 Dolphin Drive which connects to the sewer main downstream of this manhole.

The average flow of 17 gpm (24,900 gpd) is slightly less than in June-September 2011, although it is 10 gpm higher than in February-March 2011. There is little to no continuous base flow so dry weather infiltration does not appear to be a problem. However, it appears there is some rain-induced infiltration after storm events because flow rates and volumes become elevated a few days after storms. There were no significant inflow occurrences during this metering period.

This meter will be removed because construction is underway to close the treatment plant and construct a gravity sewer diversion to East Goshen Township's Chester Creek Collection System.

It should be noted that the design capacity of the sewers in the vicinity is sufficient to convey the peak flows captured by the meter.

Waterview

The temporary meter is located on the Chester Creek Interceptor behind the Waterview Swim Club, just north of West Chester Pike. The eastern section of the Chester Creek Service Area is tributary to this meter location.

The average flow was 136 gpm in October through mid-November 2011. There was a significant continuous base flow during this period averaging 37 gpm, likely due to infiltration from the extreme wet weather in September and October. The pipe then flowed nearly full for over one week in mid-November, possibly due to a downstream restriction.

Flow rates, including the continuous base flow and daily peaks, steadily decreased after the apparent restriction was eliminated in late November. From late January 2012 through March 12, 2012, during a period of fairly dry weather, the average flow was only 29 gpm, and there was no continuous base flow.

It appears there is no dry weather infiltration in the upstream sewer system. However, there seems to be a significant amount of rain-induced infiltration that occurs for a few days after storm events and may last up to one month during the wet season. Some inflow also appears to be occurring during storms, but the inflow does not appear to be significant.

Permanent Chester Creek Service Area Meters

Flow data from the 11 permanent meters throughout the Chester Creek Service Area were analyzed; six of the meters are in gravity interceptor sewers and five of the meters are on pump station discharge pipes. Instantaneous or hourly meter data is not recorded on these meters, so only a rough flow analysis can be performed since inflow peaks and continuous base flows are unknown. It appears the following two areas may have I/I problems and should be the initial focus areas of temporary metering over the next year: (1) the southwest corner of East Goshen Township which is generally bounded by East Strasburg Road to the north, the reservoir to the east, and township borders to the south and west; (2) an area bounded by Paoli Pike to the north, North Chester Road to the east, East Strasburg Road to the south, and Ellis Lane to the west.

Next 6 Months:

East Goshen Municipal Authority has found the temporary metering to be beneficial in identifying problems in the sewer systems. Although not required by the CO&A, the Authority will continue the temporary metering and flow analyses throughout its various sewer systems. Metering results and analyses will be utilized internally and for Chapter 94 Reporting but will no longer be reported semi-annually to DEP.

- Clean and calibrate all meters.
- Discontinue metering at the Goshen Village Shopping Center and the Line Road locations since there are no apparent major I/I problems.
- Discontinue metering at the Lockwood Chase STP Influent location since the plant is being closed and decommissioned.
- Continue metering at the Ridley Creek STP Influent location to monitor the impact of future upstream repairs at the Sewage Treatment Plant. This meter data is also beneficial for analysis in annual Chapter 94 Reports.
- Install a permanent meter immediately upstream of the Ridley Creek STP to monitor all influent flows from the Ridley Creek Collection System. The meter will be located so that it does not meter recycle/backwash flows from the STP.

- Continue metering at the New Kent and Township Building locations for use in combination with planned TV work to identify the source(s) of the excessive I/I in this subbasin and to evaluate the effectiveness of any repairs that may be performed.
- Continue metering at the Waterview location. Initiate metering on the Chester Creek Interceptor sewers in three other strategic locations to determine if I/I problems exist in the eastern, western/northern, and/or southern subbasins within the Chester Creek Service Area. The three other locations are: (1) just north of West Chester Pike below the dam to meter flows from the northern and western portions of the Chester Creek Service Area and from the interceptor alongside the reservoir; (2) near the intersection of Reservoir Road and East Strasburg Road to meter flows from a subarea west of Reservoir Road; and (3) at the Baldwin Drive Bridge to provide intermediate metering between the permanent Reservoir Road and Hicks Meters. If I/I problems are identified in any subbasins, the meters will be relocated in Fall 2012 to strategic locations within the subbasins of concern to pinpoint the specific location(s) of I/I.

2. Corrective Action #2: Televising

Televising and visual inspections shall take place on an ongoing, as-needed basis in order to discover areas of excessive I/I and to measure the effectiveness of I/I rehabilitation measures.

Previous 6 Months:

Ridley Creek Service Area

As stated in the March 2010 CO&A Status Report, the entire Ridley Creek Service Area has been televised. The Township has begun re-televising portions of the sewer system, although no televising was performed in the Ridley Creek Service Area in the past six months.

Numerous house laterals and cleanouts have been identified as defective and sources of I/I via visual inspections. The Township has been repairing the defective laterals and cleanouts for the property owners to ensure that the work is done properly.

Chester Creek Service Area

The majority of the Chester Creek Service Area has now been cleaned and televised. There is a significant amount of transite (asbestos cement) pipe in the collection system, and this pipe has been found to have many areas of defective pipe (cracked and missing crown of pipe). As a result, the Township continues to prioritize areas having asbestos cement pipe for televising. Approximately 42,000 l.f. of sewers were televised in the following areas over the past six months:

- Remainder of Marydell Farms Development that was not televised in the prior semi-annual reporting period
- Remainder of Milltown Development that was not televised in the prior semi-annual reporting period

- Remainder of Pin Oaks Development that was not televised in the prior semi-annual reporting period
- Remainder of the Hershey Mill Estates Development that was not televised in the prior semi-annual reporting period
- Manley Road
- Portions of the Grand Oak Development
- Supplee Valley

Leaks were found in Marydell Farms, Pin Oaks, Supplee Valley, and Hershey Mill Estates during the televising work.

Next 6 Months:

Ridley Creek Service Area

- Televis and visually inspect the area upstream of the New Kent meter location from Paoli Pike to N. Chester Road to identify possible sources of excessive I/I. The sewers will be inspected during dry weather conditions and again during wet weather.
- Televis sewers from Tallmadge Drive to Cornwallis Drive to identify possible sources of I/I observed at the Township Building meter.

Chester Creek Service Area

- All sewers tributary to the Ashbridge Pump Station – Margo Lane, Williams Way, Edith Road, Still Road, and the interceptor along Hunters Run Creek.
- Remainder of the Grand Oak Development

3. Corrective Action #3: System Hydraulic Characterization

The sanitary sewer collection system tributary to the Ridley Creek Sewage Treatment Plant shall be modeled and hydraulically evaluated in order to determine if any physical constraints exist which would not allow for the conveyance of peak wet weather flow.

- The System Hydraulic Characterization was completed and submitted to DEP in November 2009 as required by the CO&A.

4. Corrective Action #4: Rehabilitation

Areas within the collection system tributary to the Ridley Creek Sewage Treatment Plant which have been identified as needing rehabilitation, per the investigations mentioned above,

shall be rehabilitated.

Previous 6 Months:

Since most of the following rehabilitation work occurred in the Chester Creek Service Area, the improvements are generally not tributary to any current temporary meters.

- Cleaned 38,000 linear feet of sewers (throughout Ridley Creek and Chester Creek Service Areas)
- 2 point repairs in Milltown (Chester Creek Service Area)
- 6 point repairs in Supplee Valley, one of which was a large hole in a pipe with an estimated 70,000 gpd infiltration (Chester Creek Service Area)
- 6 point repairs and 3 main repairs in Hershey Mill Estates (Chester Creek Service Area)
- 1 excavated repair at Broad Street and West Chester Pike (Chester Creek Service Area)
- 1 excavated repair at Broad Street and Center Road (Chester Creek Service Area)
- Replaced 28 cleanout lids and cleanout riser pipes that had pulled out of lateral piping. Refer to attached lists of "2011 Sewer Cap Replacements/Stack Repairs" and "2012 Sewer Cap Replacements/Stack Repairs". (Ridley Creek, Chester Creek, and Lockwood Chase Service Areas)

Next 6 Months:

- Continue to conduct rehabilitation of sewers, manholes, and laterals as determined by ongoing investigations, including possible isolated cured-in-place pipe lining and replacement of cleanout caps and cleanout pipes that have pulled out of lateral piping.
- Maydell Farms will have approximately 30 manhole castings and lids replaced during paving, which is planned for Spring 2012.
- Replace the permanent Hicks Meter (Chester Creek Service Area)
- Repair the permanent Reservoir Road Meter (Chester Creek Service Area)

5. Corrective Action #5: Post-Rehabilitation Flow Metering

Flow metering shall take place in areas that have been rehabilitated in order to document the effectiveness of the rehabilitative work. The metering shall take place during both the fall and spring of the year.

There are four primary metering locations that can be used to evaluate the effectiveness of rehabilitation work over the course of the 3.5-year CO&A period. Those three metering locations are Achom Drive, Tegler, Ridley Creek STP Influent (as discussed previously in this report) in conjunction with the Ridley Creek STP permanent influent meter, and the Chester Road meter in conjunction with the New Kent meter.

Achom Drive

The following narrative regarding this meter remains from the previous CO&A Status Report #06 (dated September 29, 2011) to describe pre- vs. post-rehabilitation flows:

There has been a dramatic reduction of flows at Achom Drive from previous metering that was initiated at the location in Fall 2007. From October-December 2007, the average flow rate was 23 gpm. The average flow increased to 58 gpm in follow-up metering in February-April 2008. Daily instantaneous peak flows were regularly over 70 gpm in the October-December 2007 metering and over 150 gpm in the February-April 2008 metering. Infiltration was averaging 8 gpm.

In 2010 and early 2011, the Township replaced numerous damaged residential lateral caps and riser pipes in the upstream Bowtree Development. The Township also replaced all manhole lids in the Bowtree Development with lids with smaller leak-proof pick holes. The lateral and manhole lid problems had been visually observed by the Township to be significant sources of I/I.

Flows in the current metering period, which included a very wet period in August and September, are significantly decreased and much less variable than observed in 2007 and 2008, prior to rehabilitation. The average flow is now 12 gpm, and daily instantaneous peaks very rarely exceed 50 gpm. Little to no infiltration is present. There was one large inflow occurrence, which was during 6.5+ inches of precipitation during Hurricane Irene, when the flow peaked at 432 gpm, but the flow rate decreased quickly and returned to normal within 15 hours. There was only limited inflow during Tropical Storm Lee when the maximum instantaneous flow was 106 gpm, significantly less than large storms in 2008 and January 2011 when the flows peaked at 263 gpm and 204 gpm respectively.

Ridley Creek Interceptor

There were three temporary meters installed along the Ridley Creek interceptor at different times since 2007: Towne Drive meter, Tegler (aka Ridley Creek Interceptor) meter, and the current Ridley Creek STP Influent meter. Refer to the attached Figure 1 for specific meter locations. A permanent influent meter was also installed at the Ridley Creek STP during the course of the CO&A period.

It is estimated from the Towne Drive and Tegler meters (in conjunction with the Achom Drive meter) that there was an approximate average flow of 190,000-210,000 gpd in 2007 through mid-2010 at the location of the current Ridley Creek STP Influent temporary meter. The continuous base flow during that period, which is assumed to be primarily infiltration, averaged approximately 50 gpm.

The following notable repairs were made in the sewer system upstream of these meters between 2009 and 2011: replacement of over 120 lateral cleanout cap/stack repairs throughout the collection system, significant lateral repairs in the Clocktower Woods development, replacement of approximately 100 manhole lids in the Bowtree and Hunt Country developments with watertight lids, manhole grouting in the Clocktower Woods development, manhole grouting behind the Township building, and two spot liner repairs in sewer mains behind the Township building. There were also other repairs in areas not tributary to these meters.

As noted in the Ridley Creek STP Influent meter narrative above in Corrective Action #1, there is now little to no continuous base flow at this meter location (although this conflicts with upstream New Kent metering). However, the average flow is now 248,000 gpd, which is roughly 50,000 gpd greater than in 2007. Chapter 94 flow metering at the STP confirms this increase.

An isolated section of sewer upstream of the current New Kent meter is believed to be the source of this flow increase. That sewer section has seen a continuous base flow increase of approximately 45,000 gpd since 2009. Through the semi-annual metering and numerous visual and television inspections over the past couple years, this problem has been pinpointed to an approximately 1,500-foot length of sewer, where ongoing investigations and repair efforts will continue to be focused.

The repair and rehabilitation work during the CO&A period has generally stabilized flows throughout the remainder of the Ridley Creek service area since 2007.

Ridley Creek STP Expansion

One of the goals of the CO&A was to increase flexibility at the Ridley Creek STP during wet weather peak inflow events. It should be noted that this flexibility was achieved in the recent plant expansion from an average permitted capacity of 400,000 gpd to 750,000 gpd. The expansion was substantially completed in 2010.

Next 6 Months:

- Data from the permanent meters at Reservoir Road and Westtown Way will be reviewed to evaluate the effectiveness of the repairs in the Chester Creek Service Area.
- Data from the Ridley Creek Influent STP meter will continue to be reviewed to determine the effectiveness of repairs throughout the Ridley Creek Service Area.
- The temporary meter will remain in the New Kent location, as indicated in Corrective Action #1, to monitor any repairs that may be identified and performed in the upstream subbasin.

6. Corrective Action #6: House Lateral Investigation Program

The House Lateral Investigation Program ("HLIP") was implemented in conformance with the provisions of the HLIP contained in the February 28, 2008, letter from East Goshen.

Previous 6 Months:

- Continued to replace cleanout caps at no charge to property owners in the Ridley Creek, Chester Creek, and Lockwood Chase Service Areas upon request by property owners or observation by Public Works or Codes Department staff. Refer to attached lists of "2011 Sewer Cap Replacements/Stack Repairs" and "2012 Sewer Cap Replacements/Stack Repairs".
- Continued to repair defective laterals and cleanouts for the property owners to ensure that the work is done properly as indicated in Corrective Action #4. Refer to attached lists of "2011 Sewer Cap Replacements/Stack Repairs" and "2012 Sewer Cap Replacements/Stack Repairs".
- Re-occupancy inspections were performed at the sale of 109 residences and 7 commercial establishments throughout the Township looking for direct inflow from building sump pumps.
- The Township cleared 17 sewer lateral backups throughout the Township.

Next 6 Months:

- Continue to inspect sanitary sewer cleanouts/vents in conjunction with the televising efforts performed under Corrective Action #2.
- Continue Township policy regarding replacement of cleanouts, vent caps, and laterals.
- Continue re-occupancy inspections at the sale of property including looking for direct inflow from building sump pumps.
- Repair of defective laterals and cleanouts by the Township for property owners to ensure that the work is done properly.

7. Corrective Action #7: Reporting

East Goshen shall submit biannual status reports to the Department which shall describe the progress made towards achieving the milestone events listed in the Corrective Action section of the CO&A.

Previous 6 Months:

- Submitted Semi-Annual Report #06 on September 29, 2011.

Next 6 Months:

- Not applicable. This is the final semi-annual report required by the CO&A. However, the East Goshen Municipal Authority will continue the temporary metering and flow analyses throughout its various sewer systems. Metering results and analyses will be utilized internally and for Chapter 94 Reporting but will no longer be reported semi-annually to DEP.

If you should have any questions, please do not hesitate to contact me at (302) 655-4451.

Sincerely,

PENNONI ASSOCIATES INC.

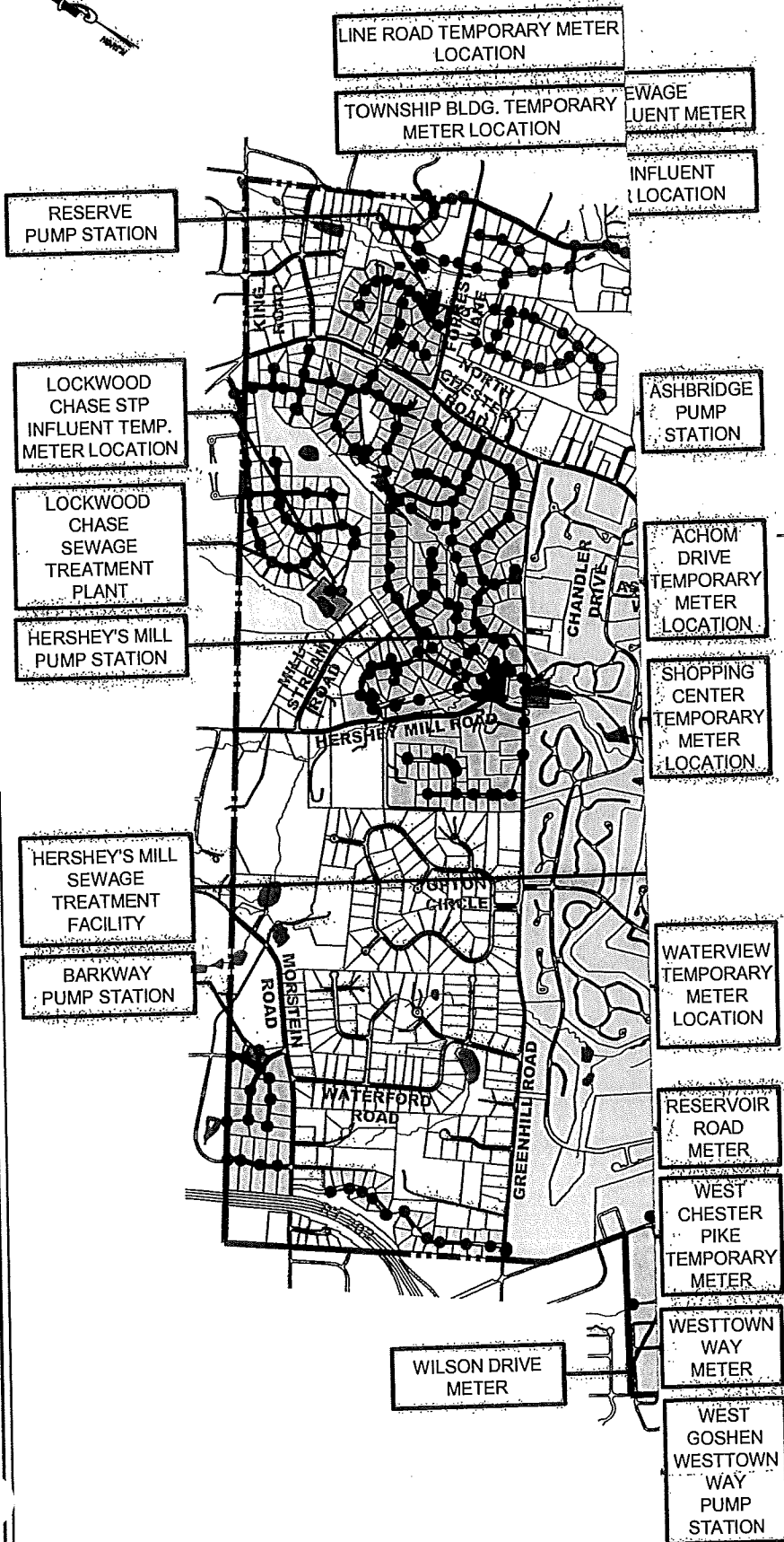


Michael J. Ellis, P.E.
Project Engineer

Enclosures: Figure 1
2011 Sewer Cap Replacements/Stack Repairs
2012 Sewer Cap Replacements/Stack Repairs

cc: Rick Smith, Township Manager
Mark Miller, Public Works Director
Robert F. Adams, Solicitor
Dan Barbato, Pennoni Associates Inc., Authority Engineer

P:\Projects\EGMA\COA Status Reports\CO&A Status Rpt 07 (Final).doc



LEGEND

- RIDLEY CREEK STP SERVICE AREA
- WESTTOWN SERVICE AREA
- LOCKWOOD CHASE SERVICE AREA
- HERSHEY'S MILL SERVICE AREA
- WEST GOSHEN SERVICE AREA
- PUMP STATION
- SEWAGE TREATMENT FACILITY
- SANITARY SEWER
- SANITARY MANHOLE
- PERMANENT WASTEWATER METER
- PERMANENT METER USED IN INFILTRATION AND INFLOW (I/I) ABATEMENT PROGRAM
- TEMPORARY METER LOCATION
- TOWNSHIP BOUNDARY

GRAPHIC SCALE



Pennoni
PENNONI ASSOCIATES INC.
CONSULTING ENGINEERS

THIS EXHIBIT IS FOR
GRAPHICAL
REPRESENTATION ONLY

PREPARED FOR EAST
GOSHEN TOWNSHIP OF
CHESTER COUNTY IN
PENNSYLVANIA

MARCH 2012

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

FIGURE #1:
TOWNSHIP SEWER MAP

2011 Sewer Cap Replacements/Stack Repairs

Patricia Thibault – 1675 Bow Tree Drive - east goshen - Ridley Creek STP
610-334-1759

Melanie McHugh – 1730 Towne Drive - east goshen - Ridley Creek STP
484-887-8066

John Guthrie – 1217 Candytuft Lane - east goshen - Ridley Creek STP
610-647-7013

Nancy Russell – 1403 Heather Lane - West Goshen Service Area
610-696-1331

Kara Kim – 1204 Bell Flower Lane - Hershey Mill (West Goshen)
610-695-8290

Barbara Downing – 100 Shandon Place - East Goshen - Ridley Creek STP
610-889-3318

Dave Hewett – 1514 Allison Drive - East Goshen - Ridley Creek STP
610-431-3471

908 Dolphin Drive - Lockwood Chase STP

906 Dolphin Drive - Lockwood Chase STP

1624 Highland Ave. – 610-696-8446 - East Goshen - Ridley Creek STP.

1612 Highland Ave. – fixed sewer cap - East Goshen Ridley Creek STP

1625 Christine Lane – fixed 2 caps - West Goshen Service Area

301 Joseph Drive – Amy Victor 610-696-3635 - West Goshen Service Area

201 Marie Road – White Chimney Dev. - West Goshen Service Area
Elizabeth Schostak

1307 Park Ave - West Goshen Service Area

1429 Hill Street - West Goshen Service Area

700 Sycamore Drive - West Goshen Service Area

802 Cedar Dr. - West Goshen Service Area

805 Cedar Drive - West Goshen Service Area

813 Cottonwood Drive - Lockwood Chase STP

813 Cottonwood Drive - Lockwood Chase STP

795 Trout Run Drive - Lockwood Chase STP

824 Cottonwood Drive - Lockwood Chase STP

829 Cottonwood Drive - Lockwood Chase STP

904 Dolphin Drive - Lockwood Chase STP

28 Edgewood Drive - West Goshaw Service Area

407 Barker Drive - West Goshaw Service Area

1755 Towne Drive - Lateral in the Ridley Plant - Ridley Creek STP

~~700 Sycamore Drive~~

2012 Sewer Cap Replacements/Stack Repairs

Martha Blackburn

1429 Linden Lane

610-430-1660 - done 2/2/12 Steve Biondi

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Quarterly Review of Right to Know Requests

No:

ADM 09-04

List Date:

2/10/2009

Completed Date:

Description:

Date	Action
4/6/2010	Distribute copies of report. Done Report to be modified to include time to complete request and date of pick-up
7/13/2010	Distribute copies of report. Done
10/5/2010	Distribute copies of report. Done
1/3/2011	Distribute copies of report. Done
4/5/2011	Report attached Done
7/12/2011	Report attached Done
10/11/2011	Report attached Done
1/10/2012	Will be distributed at meeting
4/17/2012	Will be issued for the 5/1 meeting

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Telecom Registration and Reporting

No:

PCZ 09-01

List Date:

2/24/2009

Completed Date:

Description:

Date	Action
4/20/2010	2010 letter out week of 01/04/10. Quarterly update due.
4/16/2010	Mark Gordon: Received three 2010 registrations to-date. First late and collection notification sent 3/19/10, second late notification and second collection letter going out week of 4/20/10.
6/10/2010	MG: All WCF Have paid their reg. fees and all but one carrier has provided their annual report for 2010.
6/24/2010	MG: All Wireless Carriers have submitted the required annual reports.
7/27/2010	I will have an update at the meeting
2/22/2011	All Carriers have registered. The snow has prevented two of them from completing and submitting their inspection reports
4/5/2011	Waiting on the report from Clearwire. They are in the middle of an acquisition
5/3/2011	Still waiting on the report from Clearwire. They are in the middle of an acquisition and they are having a problem finding the info
7/12/2011	We advised AQUA about possible enforcement action and they contacted the right person at Clearwire who sent is the report
4/17/2012	We started enforcement against T-Mobile

EAST GOSHEN TOWNSHIP ACTION ITEM

Television Meeting

No: ADM 12-21

List Date: 3/20/2012

Completed Date:

Description: Consider televising meeting

Date	Action
3/20/2012	added to the To Do List.
4/17/2012	Contacted WCU (see Attached)

Rick Smith

From: Rick Smith <rsmith@eastgoshen.org>
Sent: Wednesday, April 11, 2012 9:14 AM
To: [REDACTED]
Subject: Cable TV
Attachments: Letter re E Channel 031212.doc

Dr. Boyle:

The Township is looking into the possibility of putting meetings (Board of Supervisors, Planning Commission, Municipal Authority, etc.) on the PEG channel that you are developing for West Chester Borough.

Two questions:

- 1) Could the Township contract with the University and have you (or your students) bring your equipment to the meetings and record them? We assume that there would be a cost for this.
- 2) If the Township decided to purchase its own equipment and have Township employees record the meetings, is there a specific format that they need to be in?

Any assistance you can provide would be appreciated.

Thanks

Rick Smith
Township Manager
East Goshen Township.

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Billboard Ordinance

No:

PCZ 12-3

List Date:

3/20/2012

Completed Date:

Description:

Consider amending Ordinance

Date	Action
3/20/2012	added to the To Do List.
4/17/2012	Resolution adopted 4/3, CC GIS Department to provide Township map with ADT counts and vacant lots.

16a

RECEIVED
BY: _____

APR 10 2012

April 10, 2012

Mr. Rick Smith
Township Manager
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

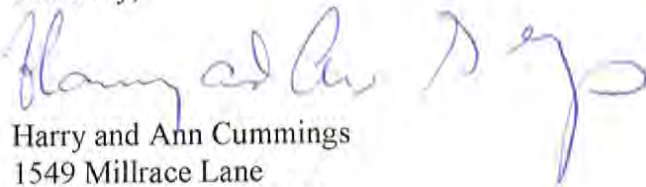
Dear Rick,

We have long known we are blessed with a dedicated township staff, but were powerfully reminded of this yet again this past week when Mark Miller and his team helped us with a sewer line problem.

Our line was slow to drain and finally ended up backing up into the house. Mark and his team helped find the line, and identify and address the problem. They were tireless in pursuing and fixing this issue. We especially appreciated this as we were headed out of town in connection with the Easter holiday weekend. Because of their diligence, we were able to take our trip as planned and without worry.

I know that Mark and the Public Works team receive many accolades, and very deservedly so. Please add us to the list of fans! Thank you Mark and the DPW team!

Sincerely,



Harry and Ann Cummings
1549 Millrace Lane
West Chester, PA 19380

Cc. Mark Miller

166

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

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

To: Board of Supervisors

From: Mark Miller

Re: Monthly Report March 2012

We completed the storm sewer work on Sycamore lane replacing 160 feet of 36" corrugated pipe and replacing an inlet box. We had to replace a section of sanitary sewer due to heavy root penetration. During the month we were called to several sewer lateral backups; **three** required excavating due to heavy root penetration and they were also lacking the proper traps and cleanouts.

Parks: The soccer fields have been seeded after we installed the French drain system. The ball fields have been prepped and are ready for play. We did cleaning of the satellite parks; we took down dead trees and chipped limbs that come down over the winter. The work on the Hicks Pavilion has been completed.

Our spring street sweeping has been completed. Work has begun in Mark Dell on inlet repairs and base repair in preparation for road paving. The Public Works Department has been replacing numerous stop signs and street signs as part of our sign inspection program. The signs that are faded and have graffiti have been replaced and sent out to be recovered. We were notified by police radio for a tree that came down on Morestein Road taking down a transformer and wires; the road was closed until PECO cleared the wires. We were also requested to close Wilson Drive when a tractor trailer broke in half during rush hour; the road remained closed for 4 hours while the trailer was removed.

Two of the Public Works employees completed an 8 week course at the Delaware Community College for Sanitary Sewer Operations; the course was sponsored by the DEP.

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

16c

April 2, 2012

Dear Property Owner:

The purpose of this letter is to inform you that Mr. Anthony P. Renzi Jr., 219 Ellis Lane, West Chester, PA, 19380 has filed a Zoning Hearing Board Application requesting relief from the side yard setback requirements. Mr. Renzi proposes to build a garage on his property and is requesting 8 feet of relief from the 20 foot side yard setback requirement.

Pursuant to Township policy, property owners and residents within 1000 feet of the subject property are notified of Zoning Hearing Board applications.

This application is scheduled to be discussed during the meetings outlined below and is subject to change:

April 4, 2012 - Planning Commission meeting (workshop at 7 pm, formal meeting @ 7:30 pm)

May 1, 2012 - Board of Supervisors meeting (7:00 pm)

May 23, 2012 - Zoning Hearing Board (hearing @ 7:30 pm) **(Zoning Hearing)**

All meetings and hearings are held at the Township Building, are open to the public and are subject to change. The variance application is available for review during normal business hours. Please give me a call at 610-692-7171 or email me at mgordon@eastgoshen.org if you have any questions or need additional information.

Sincerely,



Mark A. Gordon
Township Zoning Officer

Cc: All Township Authorities, Boards and Commissions
Raymond D. McKeeman, Zoning Officer, West Goshen Township

BY: _____

APR 11 2012



CHESTER COUNTY TAX COLLECTION COMMITTEE

16d

Notice Regarding TCC Policy on Philadelphia Tax Credit Calculation

Dear Chester County TCC Delegate:

We want to notify you and the school district or municipality that you represent, of an important development that may positively impact local earned income tax revenues.

Background. The **Local Tax Enabling Act** – the law that governs your school district or municipality's right to assess and collect earned income tax ("EIT") – provides certain tax credits. One of these tax credits allows taxpayers to take a credit against certain local EIT liability for wage tax paid to Philadelphia on income earned in Philadelphia. For convenience, we will refer to this tax credit as the "**Philadelphia Tax Credit**."

The TCC has adopted a tax credit Policy effective beginning with the 2012 tax year – requiring that the Philadelphia Tax Credit be calculated using the "**Apportionment**" procedure. Using Apportionment, a taxpayer who pays wage tax to Philadelphia on income earned in the City credits that tax payment against EIT liability owed to the taxpayer's place of residence based solely on the Philadelphia-source income. With Apportionment, the taxpayer avoids paying tax twice on Philadelphia income, but still pays EIT owed to his or her place of residence on income earned outside of Philadelphia.

The TCC has adopted Apportionment in lieu of another procedure for calculating the Philadelphia Tax Credit that a few private tax collection firms have historically allowed – the "**Super Credit**." Using the Super Credit, a taxpayer who pays wage tax to Philadelphia on income earned in the City credits that tax payment against EIT liability that is owed to the taxpayer's place of residence on both Philadelphia source income and also non-Philadelphia source income. Because of this, the Super Credit frequently results in taxpayers paying **no EIT** on income earned outside of Philadelphia.

An example showing the differing results of applying the Apportionment procedure and the Super Credit procedure appears on **Exhibit A**.

The TCC has Adopted the Apportionment Tax Credit Procedure. After careful consideration, the TCC – which is required by statute to adopt policies for the uniform administration of tax collection in the Chester County Tax Collection District – adopted a Policy requiring use of Apportionment to calculate the Philadelphia Tax Credit. The TCC Tax Credit Apportionment Policy promotes the following goals:

1. **Fairness.** As explained above and shown in the attached example, Apportionment allows a taxpayer to avoid double taxation on Philadelphia income, but still requires the taxpayer to pay local EIT on income earned outside of Philadelphia. The Super Credit, on the other hand, often results in the taxpayer avoiding payment of **any** EIT on income earned outside of Philadelphia. It is not fair for one taxpayer to have to pay EIT on income earned in the Tax Collection District, while another taxpayer does not have to pay EIT on income earned in the Tax Collection District simply because that taxpayer also happened to earn taxable income in Philadelphia.

2. **Legal Consistency.** Apportionment is consistent with how other LTEA tax credits are calculated throughout Pennsylvania, and is consistent with the purpose of LTEA tax credits – which is to protect the same income from being taxed by two different jurisdictions.

3. **Increasing Tax Revenues.** It is estimated that adopting Apportionment – as opposed to adopting the Super Credit – will generate a material amount of additional EIT revenue each year for school districts and municipalities in the Tax Collection District.

Tracking EIT Collections. If a Court later decides that the Super Credit procedure should be used instead of Apportionment, EIT distributions to your school district or municipality after the decision will likely be reduced to the extent necessary to refund any extra revenue that resulted from the TCC Tax Credit Apportionment Policy. Keystone Collections Group will, to the extent possible, provide data about extra EIT revenue that is collected for your school district or municipality as a result of the TCC Tax Credit Apportionment Policy. CCTCC members need to be cognizant of the potential for future refunds and plan accordingly.

TCC Tax Credit Coalition. The Chester County TCC has joined the TCC Tax Credit Coalition with four other TCCs in the Philadelphia region (Bucks, Berks, Lancaster, and Montgomery Counties), all of which have adopted or will soon adopt the same TCC Tax Credit Apportionment Policy.

Notice to Taxpayers. Keystone Collections Group, to the extent possible using the existing tax records and database, will notify taxpayers that may be impacted by this change. An example of the notification to the taxpayer appears on **Exhibit B.**

It is anticipated that the validity of the Apportionment method will ultimately be decided by the state courts. In such an instance, the Chester County TCC and the other members of the Coalition will participate in that litigation.

We encourage you to share this notice with the public officials of your school district or municipality so that they are aware of the adoption of the TCC Tax Credit Apportionment Policy. If you or your school district or municipality has any questions, feel free to contact Joseph Lubitsky, CCTCC Administrator.

Chester County TCC Management Committee

Exhibit A: Super Credit vs. Apportionment

Super Credit:

The taxpayer lives in “**Municipality A**” which has a 1% EIT rate.

The taxpayer earns \$10,000 in Municipality A.

The taxpayer earns \$10,000 in **Philadelphia**.

The taxpayer pays Philadelphia wage tax on the Philadelphia income in the amount of \$349.85 (= \$10,000 Philadelphia income x 3.4985% Philadelphia tax rate)

Before the Philadelphia Tax Credit is taken, resident EIT liability in Municipality A is \$200 (= \$20,000 total income x 1% Municipality A tax rate)

To compute the EIT owed to Municipality A using the Super Credit procedure, take the \$200 in local EIT liability and subtract the total amount of wage tax paid to Philadelphia:

$$\text{\$200} - \text{\$349.85} = \text{\$0.00 tax owed to Municipality A}$$

In this typical example, the Super Credit wipes out all EIT owed to Municipality A on the income the taxpayer earned in Municipality A.

Apportionment:

The taxpayer lives in Municipality A which has a 1% EIT rate.

The taxpayer earns \$10,000 in Municipality A.

The taxpayer earns \$10,000 in Philadelphia.

The taxpayer pays Philadelphia wage tax on the Philadelphia income in the amount of \$349.85 (= \$10,000 Philadelphia income x 3.4985% Philadelphia tax rate)

Before the Philadelphia Tax Credit is taken, resident EIT liability in Municipality A is \$200 (= \$20,000 total income x 1% Municipality A tax rate)

To compute the EIT owed to Municipality A using the Apportionment procedure, take the \$200 in local EIT liability and subtract \$100 – with the \$100 being the amount taxpayer would otherwise owe to Municipality A on the Philadelphia income:

$$\text{\$200.00} - \text{\$100.00} = \text{\$100.00 tax owed to Municipality A}$$

With the Apportionment procedure, the taxpayer still must pay \$100 to Municipality A, which equals the Municipality A rate of 1% times the \$10,000 earned in Municipality A. However, while the taxpayer did pay Philadelphia wage tax on the Philadelphia income, Apportionment prevents the taxpayer from having to pay a second tax on the Philadelphia income to Municipality A.

Exhibit B: Sample Notice to Taxpayer



KEYSTONE
collections group

546 Wondal Road
Irwin, PA 15642
724-978-0300 fax 724-978-0339

|||||
John Q. Public
123 Any Street
Anywhere PA 12345

IMPORTANT INFORMATION ABOUT EARNED INCOME TAX PAYMENTS

Act 32 of 2008 significantly amended the Local Tax Enabling Act and had several purposes related to earned income taxes:

- To establish state-wide uniformity in tax rules, procedures, and forms.
- To provide greater efficiency by consolidation of the collection of the earned income tax ("EIT") under one collection agency for each County. Your collection agency is under the direction of the Chester County Tax Collection Committee (the "CCTCC").

Keystone Collections Group has been selected as the single tax collector for the CCTCC.

Another change will apply to Chester County residents who earn income in the City of Philadelphia, and who are thus subject to the Philadelphia wage tax. Starting with the 2012 tax year, the CCTCC, along with many other tax collection committees in the Philadelphia region, implemented a Tax Credit Apportionment Policy. The Policy ensures that local Chester County communities receive the appropriate tax on income earned in Chester County. The Policy does not tax income that is earned in and taxed by the City of Philadelphia.

Previously, taxpayers who earned income or net profits in Chester County and in the City of Philadelphia oftentimes used the higher wage tax paid to the City of Philadelphia to offset and, in many instances eliminate, any EIT due to the local school district and municipality in Chester County. This credit is commonly referred to as the Philadelphia "Super Credit" because a taxpayer who pays wage tax to Philadelphia on income earned in the City credits that tax payment against tax liability owed in his or her Chester County community on both the income earned inside the City and any income earned in Chester County.

The old Super Credit effectively allowed taxpayers to earn income outside of Philadelphia without paying any tax on the income. The Super Credit procedure is no longer allowed because the CCTCC believes it unfairly treats some taxpayers differently, deprives school districts and municipalities of revenue to which they are entitled, and is contrary to the law.

To assist you in the transition, Keystone Collections Group encloses quarterly estimate vouchers. Please use these vouchers to remit your local EIT based on the income earned in Chester County, if that EIT is not already withheld by your employer. Using the vouchers and submitting your EIT on a quarterly basis, you can avoid penalty and interest for late payments. If you are unable to accurately calculate your quarterly EIT, please use an estimate.

We appreciate your attention to this very important matter. If you need additional assistance, please contact one of our customer support representatives at (610) 269-4402 or (888) 519-3903 or visit our website at www.keystonecollects.com.

Keystone Collections Group



Your Record Of Payment

1st Quarter:
Date _____
Amount _____
Check # _____
2nd Quarter:
Date _____
Amount _____
Check # _____
3rd Quarter:
Date _____
Amount _____
Check # _____
4th Quarter:
Date _____
Amount _____
Check # _____



Keystone Collections
Group

Form QE-1

Due Date

**Quarter
4**

Social Security No. _____

Municipality _____

1. Estimated Eamed Income _____

Tax Due _____ X Line 1

3. Penalty & Interest
(1% per month) _____

4. Total Payment _____



Keystone Collections
Group

Form QE-1

Due Date

**Quarter
3**

Social Security No. _____

Municipality _____

1. Estimated Eamed Income _____

Tax Due _____ X Line 1

3. Penalty & Interest
(1% per month) _____

4. Total Payment _____



Keystone Collections
Group

Form QE-1

Due Date

**Quarter
2**

Social Security No. _____

Municipality _____

1. Estimated Eamed Income _____

Tax Due _____ X Line 1

3. Penalty & Interest
(1% per month) _____

4. Total Payment _____



Keystone Collections
Group

Form QE-1

Due Date

**Quarter
1**

Social Security No. _____

Municipality _____

1. Estimated Eamed Income _____

Tax Due _____ X Line 1

3. Penalty & Interest
(1% per month) _____

4. Total Payment _____

NOTICE IS GIVEN that the Board of Supervisors of East Goshen Township will conduct a public hearing on Tuesday, April 17, 2012, at 7:00 p.m., prevailing time, at the Township municipal building located at 1580 Paoli Pike, West Chester, Pennsylvania 19380 to consider and possibly adopt the following Ordinance.

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, ADOPTING A NEW CHAPTER TO THE EAST GOSHEN TOWNSHIP CODE, TITLED, "PARK AND RECREATION COMMISSION" TO CREATE A PARK AND RECREATION COMMISSION PURSUANT TO THE AUTHORITY IN SECTION 2204(a) OF THE SECOND CLASS TOWNSHIP CODE.

WHEREAS, Pursuant to Section 2204(a) of the Second Class Township Code, 53 P.S. § 67204(a), (the "Code") the Board of Supervisors may by ordinance create a recreation board to supervise, regulate, equip and maintain Township funded recreation programs and facilities; and

WHEREAS, Pursuant to the Code, the Board of Supervisors may by Ordinance delegate to the recreation board specific powers and duties related to the Township funded recreation programs and facilities; and

WHEREAS, the Board of Supervisors has determined that it is appropriate to establish the East Goshen Township Park and Recreation Commission and to define the specific powers and duties of such Commission;

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

SECTION 1. Establishment of Park and Recreation Commission. A new Chapter 51 of the East Goshen Township Code, titled, "Park and Recreation Commission" shall be adopted which shall provide as follows:

§ 51-1. Establishment of East Goshen Township Park and Recreation Commission.

Pursuant to the Authority in Section 2204(a) of the Second Class Township Code, 53 P.S. §67204, the Board of Supervisors hereby establishes the East Goshen Township Park and Recreation Commission (the "Commission") and establishes herein the Mission Statement, powers, functions and duties of such Commission.

§ 51-2. Member; terms; vacancies.

The Commission shall consist of seven (7) or nine (9) members who shall be appointed by the Board of Supervisors and shall serve for terms of five (5) years or until their successors are appointed, except that the members of such Commission first appointed shall be appointed for such terms that the term of not more than two members shall expire annually thereafter. Members of the Commission shall serve without pay but may be reimbursed by the Township for expenses incurred in performing their duties as approved by the Board of Supervisors. All persons appointed shall serve their full terms unless they voluntarily resign or are removed by the Board of Supervisors for dereliction or neglect of duty. Vacancies which occur other than by expiration of term shall be for the unexpired term and shall be filled in the same manner as original appointments.

§ 51-3. Officers.

The Members of the Commission established pursuant to this Ordinance shall elect their own Chairman and Secretary and select all other necessary officers to serve for a period of one year or until their successors are appointed.

§51-4. Mission Statement.

The Mission of the Parks and Recreation Commission is as follows:

To promote and encourage the use of the Township parks and open spaces by Township residents and visitors in a manner that will preserve the Township's natural and historic resources for the enjoyment of future generation; and to develop and provide educational and recreational activities, programs, partnerships and special events to further enhance the quality of life for Township residents, businesses, and visitors.

§51-5. Duties.

The Park and Recreation Commission shall have the following responsibilities:

- A. Elect a Chairperson, Vice-Chairperson, and Secretary from the Commission's members and establish a schedule of public meetings.
- B. Recommend rules and regulations to the Supervisors for the governance and use of park and open space facilities and equipment.
- C. Recommend and conduct approved educational and recreational programs and special events that are fun, safe, economical and

generally accessible. These programs/events should promote individual and community growth, skills, and physical fitness while developing a sense of community-belonging.

- D. Promote activities/events within the parks and open spaces that do not damage the environment, preserve natural resources and wildlife.
- E. Recommend additional facilities and uses for Township parks and open spaces.
- F. Stay current with trends in recreation by reading appropriate journals, magazines, etc., and/or attending workshops.
- G. Keep residents informed of Commission activities.
- H. Investigate, apply for and follow up on grant opportunities.
- I. Develop and sustain positive and cooperative relationships with other Township boards and commissions.
- J. Develop and sustain mutual and beneficial collaborative relationships with community businesses, organizations, civic groups, school districts, colleges and universities and other municipalities.
- K. Develop an ongoing plan to recruit and retain volunteers to help with recreation activities/events.
- L. Staff Park and Recreation Commission committees as directed by the Board of Supervisors and as adopted by Resolution.
- M. Submit a suggested annual budget to the Supervisors by September 15th of each year.
- N. Recommend to the Supervisors a fee schedule for the rental of park facilities and recreational programs.
- O. Submit an annual report to the Supervisors indicating the progress toward current goals and formulation of future goals consistent with the Comprehensive Plan of the Township.
- P. Submit an annual report to the Supervisors that includes an analysis of the adequacy and effectiveness of the community recreation areas, facilities and leadership.

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.

If any person requires an accommodation to participate in the hearing, please contact the Township building at least 24 hours in advance of the hearing at (610) 692-7171.

Louis F. Smith, Jr., Manager
East Goshen Township

PLEASE PUBLISH ONCE ON TUESDAY, APRIL 10, 2012.

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO.

**AN ORDINANCE OF EAST GOSHEN TOWNSHIP,
CHESTER COUNTY, PENNSYLVANIA, ADOPTING A
NEW CHAPTER TO THE EAST GOSHEN TOWNSHIP
CODE, TITLED, "PARK AND RECREATION
COMMISSION" TO CREATE A PARK AND RECREATION
COMMISSION PURSUANT TO THE AUTHORITY IN
SECTION 2204(a) OF THE SECOND CLASS TOWNSHIP
CODE.**

WHEREAS, Pursuant to Section 2204(a) of the Second Class Township Code, 53 P.S. § 67204(a), (the "Code") the Board of Supervisors may by ordinance create a recreation board to supervise, regulate, equip and maintain Township funded recreation programs and facilities; and

WHEREAS, Pursuant to the Code, the Board of Supervisors may by Ordinance delegate to the recreation board specific powers and duties related to the Township funded recreation programs and facilities; and

WHEREAS, the Board of Supervisors has determined that it is appropriate to establish the East Goshen Township Park and Recreation Commission and to define the specific powers and duties of such Commission;

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

SECTION 1. Establishment of Park and Recreation Commission. A new Chapter 51 of the East Goshen Township Code, titled, "Park and Recreation Commission" shall be adopted which shall provide as follows:

§ 51-1. Establishment of East Goshen Township Park and Recreation Commission.

Pursuant to the Authority in Section 2204(a) of the Second Class Township Code, 53 P.S. §67204, the Board of Supervisors hereby establishes the East Goshen Township Park and Recreation Commission (the "Commission") and establishes herein the Mission Statement, powers, functions and duties of such Commission.

§ 51-2. Member; terms; vacancies.

The Commission shall consist of seven (7) or nine (9) members who shall be appointed by the Board of Supervisors and shall serve for terms of five (5) years or until their successors are appointed, except that the members of such Commission first appointed shall be appointed for such terms that the term of not more than two members shall expire annually thereafter. Members of the Commission shall serve without pay but may be reimbursed by the Township for expenses incurred in performing their duties as approved by the Board of Supervisors. All persons appointed shall serve their full terms unless they voluntarily resign or are removed by the Board of Supervisors for dereliction or neglect of duty. Vacancies which occur other than by expiration of term shall be for the unexpired term and shall be filled in the same manner as original appointments.

§ 51-3. Officers.

The Members of the Commission established pursuant to this Ordinance shall elect their own Chairman and Secretary and select all other necessary officers to serve for a period of one year or until their successors are appointed.

§51-4. Mission Statement.

The Mission of the Parks and Recreation Commission is as follows:

To promote and encourage the use of the Township parks and open spaces by Township residents and visitors in a manner that will preserve the Township's natural and historic resources for the enjoyment of future generation; and to develop and provide educational and recreational activities, programs, partnerships and special events to further enhance the quality of life for Township residents, businesses, and visitors.

§51-5. Duties.

The Park and Recreation Commission shall have the following responsibilities:

- A. Elect a Chairperson, Vice-Chairperson, and Secretary from the Commission's members and establish a schedule of public meetings.
- B. Recommend rules and regulations to the Supervisors for the governance and use of park and open space facilities and equipment.
- C. Recommend and conduct approved educational and recreational programs and special events that are fun, safe, economical and

generally accessible. These programs/events should promote individual and community growth, skills, and physical fitness while developing a sense of community-belonging.

- D. Promote activities/events within the parks and open spaces that do not damage the environment, preserve natural resources and wildlife.
- E. Recommend additional facilities and uses for Township parks and open spaces.
- F. Stay current with trends in recreation by reading appropriate journals, magazines, etc., and/or attending workshops.
- G. Keep residents informed of Commission activities.
- H. Investigate, apply for and follow up on grant opportunities.
- I. Develop and sustain positive and cooperative relationships with other Township boards and commissions.
- J. Develop and sustain mutual and beneficial collaborative relationships with community businesses, organizations, civic groups, school districts, colleges and universities and other municipalities.
- K. Develop an ongoing plan to recruit and retain volunteers to help with recreation activities/events.
- L. Staff Park and Recreation Commission committees as directed by the Board of Supervisors and as adopted by Resolution.
- M. Submit a suggested annual budget to the Supervisors by September 15th of each year.
- N. Recommend to the Supervisors a fee schedule for the rental of park facilities and recreational programs.
- O. Submit an annual report to the Supervisors indicating the progress toward current goals and formulation of future goals consistent with the Comprehensive Plan of the Township.
- P. Submit an annual report to the Supervisors that includes an analysis of the adequacy and effectiveness of the community recreation areas, facilities and leadership.

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