

AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday, May 1, 2012

**Board will meet in Executive Session at 6:00PM to conduct
ABC interviews and discuss ABC appointments.
Formal meeting will commence at 7:00pm**

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence – Supervisor Carmen Battavio
4. Ask if Anyone is Recording the Meeting?
5. Public Comment – Hearing of Residents (Optional)
6. Chairman's Report
 - a. Announce that the Board met in executive session on April 17 on a personnel matter.
7. Public Hearings
8. Police/EMS Reports
9. Financial Report
10. Old Business
 - a. Review Rec Program funding mechanism
 - b. Consider Liberty Towers paint sample
11. New Business
 - a. Consider Board's position on Renzi, 219 Ellis Lane, application for dimensional variance
 - b. Consider Goshen Meadows Apartments request for Waiver for Historic Resource Impact Study
 - c. Consider Resolution Establishing Specific Date For Public Hearings
 - d. Announce appointments to Park & Recreation Commission
 - e. Consider June 14, 2012 for long range planning session
 - f. Consider RFP – Job Classification and Compensation Study and Analysis
 - g. Consider RFP for Planning Consultant
 - h. Consider Public Works Director's recommendation on the sale of sewer cleaner
12. Any Other Matter
13. Approval of Minutes
 - a. April 17, 2012
14. Treasurer's Report
 - a. Report – April 26, 2012
15. Review Action List
16. Correspondence, Reports of Interest
 - a. Request for Information Quarterly Summary
17. Dates of Importance

April 30, 2012	Commerce Development Commission w/s	7:00 PM
May 1, 2012	Board of Supervisors – Renzi, 219 Ellis Lane	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 PM
May 5, 2012	Township Yard Sale -	9-1 PM
	Rain date is May 6	
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 & Greenhill Rds.	
May 14, 2012	Municipal Authority –	
	at Ridley Creek Plant	6:00 PM
May 15, 2012	Board of Supervisors	7:00 PM
May 18, 2012	Walk-in Youth Rec & Tennis Registration	9-11AM
May 21, 2012	Applebrook Golf – Residents only outing	
May 21, 2012	Deer Committee	7:00 PM
May 21, 2012	Commerce Development Commission	7:00 PM
May 23, 2012	Friends of EGT 501c3	7:00 PM
	Zoning Hearing Board –	7:30 PM
	Renzi, 219 Ellis Lane, DV	
May 28, 2012	Offices Closed	
	Memorial Day	
June 2, 2012	Historical Commission -	
	Civil War Event	

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.

Activities generating fees report- Frank Vattilano

April 26, 2012

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Activity	Township keeps	Twp collects monies	Instructor collects monies	Location of Activity	
Yoga	15% of total fees		X	Twp bldg	
Zumba	15% of total fees	X		Twp bldg	
Pilates	15% of total fees	X		Twp bldg	
Meditation	15% of total fees		X	Twp bldg	
Aerobics	Instructor paid per class	X		EG Elem	
Mature Driving Training	22% of total fees	X		Twp bldg	
Soccer Clinics	\$5 to \$10 per student	X		EG Park	
Volleyball Clinic	\$5 per student	X		EG Park	
Tennis Clinic	\$300 flat fee for 3 weeks		X	EG Park	
Boot Camp Fitness Clinic	\$150 fee per month		X	EG Park	
Senior Golf	15% of total fees	X		Tee It Up Golf	
Fishing Clinic	No instructor fee	X		Twp bldg and a twp pond	
Applebrook Golf	All reg. fees to Applebrook	X		Applebrook Golf Club	
Youth Rec Camp	100% of fees	X		EG Elementary	
Ice Skating for Tots	\$5 per child	X		Ice Line Skate Rink	
Trips	\$5 to \$10 day trip \$10 to \$25 overnigt	X		NYC, Wash DC, Philadelphia, Baltimore, etc Cape Cod, Hudson Valley, Niagara Falls, etc	

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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: 4/26/2012

To: Board of Supervisors

From: Mark Gordon, Township Zoning Officer *mlg*

Re: Liberty Towers / Paint Samples

Dear Board Members:

Liberty has sent examples of the exact paint they propose to use for the Tower and their Land Planner has responded in writing about the paint color of the tower, I have include that information for your review. I will be present for your meeting to discuss this matter with you on Tuesday evening.

April 26, 2012

Via Hand Delivery

Mark A. Gordon
Director of Code Enforcement
East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

RECEIVED
BY: _____

APR 26 2012

Re: Building Permit Application for Liberty Towers, LLC (LT PA-504 / East Goshen)
1580 Paoli Pike, West Chester, PA
APN: 53-004-0077.010E
Response to review comments from Yerkes Associates & Cirilli Associates

Mr. Gordon,

We have received the review comments from Yerkes Associates and Cirilli Associates regarding the above referenced construction permit application and prepared revisions as requested. Six (6) sets of the following documents are submitted for your review and approval:

1. Tower & foundation construction drawings including structural calculations (8.5"x11") prepared by Fred A. Nudd Corporation, revised April 24, 2012;
2. Tower erection drawings for the Radome Cylinder (11"x17") prepared by Fred A. Nudd Corporation, dated April 24, 2012;
3. A Geotechnical Report prepared by Advantage Engineers, revised April 23, 2012;
4. A Tower Certification Letter prepared by Michael F. Plahovinsak, PE, indicating the proposed tower is designed to comply with the standards set by East Goshen Township and the International Building Code, dated April 24, 2012;
5. A letter prepared by Michael F. Plahovinsak, PE addressing comments raised in the April 2, 2012 review letter prepared by Cirilli Associates, Inc., dated April 24, 2012;
6. A copy of correspondence between East Goshen Township and the Pennsylvania Historic Museum Commission indicating support for the proposed tower design;
7. Photographs of an existing white-painted communications tower provided by Seidel Planning & Design, dated April 26, 2012;
8. Revised site construction drawings prepared by Advantage Engineers will be provided under separate cover.

The following comments are provided to address Yerkes Associates' April 16, 2012 review of the site engineering drawings prepared by Advantage Engineers:

1. The plans have been updated to identify all existing utilities within the proposed construction area and eliminate any potential conflicts;
2. An erosion & sediment control plan identifying site access, limit of disturbance, construction sequence, and construction details has been included.
3. The plans have been updated to illustrate the concrete curb around the perimeter of the leased area. A construction detail has also been added addressing how the proposed fence and brick columns will adjoin the curb;
4. Spot elevations have been included to indicate grades and slope in the construction area. Depressed curb has been proposed where appropriate to facilitate drainage;
5. The plans have been updated to depict the relocated light pole outside the proposed lease area and equipment compound. A light pole base construction detail has also been included;

6. An asphalt paving section detail has been added to the plans;
7. A request was made to remove the proposed barbed wire from the chainlink fence and gate detail. As proposed, the equipment compound will be enclosed on four (4) sides by:
 - a. The existing garage/ salt shed to the northeast;
 - b. Two (2) 8'-0" high proposed board-on-board fences with brick pillars to the northwest and southwest;
 - c. A proposed 7'-0" high chainlink fence and gate with an additional 1'-0" of barbed wire to the southeast;

The two (2) sides of the enclosure with board-on-board fence are proposed to be consistent with the surrounding buildings and structures visible to the general public and individuals utilizing the adjacent parking lot. The chainlink fence and gate is proposed to facilitate entry of both individuals and construction vehicles into the equipment compound, is located at the rear of the property, and will not be visible to the general public.

The proposed 8'-0" high board-on-board fences will be very difficult to climb due to their relatively smooth texture and finish, and visibility to the general public. Barbed wire is proposed for the chainlink fence as these type of fences are very easy to climb, and will be screened from public view. As proposed, the barbed wire will not exceed the height of the other adjacent board-on-board fences, will not be visible to the general public, but will afford additional security and safety to the equipment compound. Liberty Towers respectfully requests the barbed wire as proposed, be permitted on the chainlink fence and gate.

In addition to the comments raised in the previously mentioned review letters, questions have been brought to our attention regarding the proposed color and gloss-finish of the tower.

As I am sure you are aware, this proposal has been reviewed and approved by the Pennsylvania Historical and Museum Commission. Substantial investigation including the preparation of photographic simulations was performed by Liberty Towers and provided to East Goshen Township and the State to illustrate a stealth-designed white tower, as proposed, would have no impact on the nearby Goshenville Historic District. These exhibits depicted a white painted tower which is generally accepted to be a neutral color in the landscape, and blends in well with the skyline.

A copy of a letter from the East Goshen Township Board of Supervisors to the Pennsylvania Historic Museum Commission, dated December 9, 2011 has been provided indicating the Township's support for the application based on incorporating measures to mitigate potential visual impacts including the white painted color of the tower. I have also included a copy of a photo simulation accompanying this correspondence to the State illustrating a white tower, and a copy of the correspondence ultimately received from the State indicating the application, as designed, will have no impact on the Goshenville Historic District. Approval and support for a white painted tower has been previously provided by both East Goshen Township and State offices, therefore Liberty Towers will be required to construct a white painted tower.

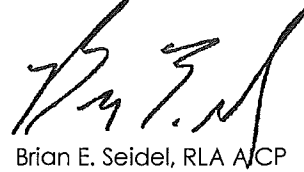
It is my understanding 'white' paint samples for the proposed tower were delivered to East Goshen Township directly from the tower manufacturer on April 24, 2012. The white color proposed for the tower is typical of other painted towers in the general area. For your reference, I have included photographs of a similar white painted tower located in Upper Pottsgrove Township, Montgomery County, Pennsylvania. Although this example depicts a tower stealth designed as a flagpole, it accurately reflects the color of the tower proposed in East Goshen Township and illustrates how the color blends into the surrounding skyline.

The tower will be painted with a gloss finish which is appropriate for a variety of reasons. A gloss finish is very hard and durable and therefore will withstand the natural elements of weather and reduce the potential of

damage or scratching which may occur during authorized climbing of the tower for routine maintenance or new antenna installations. Additionally, a gloss-finish is very smooth and therefore dirt, dust, pollen, or smoke which naturally occurs in the environment is less likely to adhere to the tower. Furthermore, any of these elements which may adhere to the tower will be more easily removed during natural rain events from a smooth gloss finish rather than a flat or matte finish. It is also important to note the gloss color will not cause any glare to the area which could be associated with a 'mirrored' finish.

Please contact me at (610) 323-8752 should you have any questions or require additional information.

Respectfully Submitted,



Brian E. Seidel, RLA A/CP

cc: Richard J. Lemanowicz, Esq.
Samuel Kraus, Liberty Towers



Commonwealth of Pennsylvania
Pennsylvania Historical and Museum Commission
Bureau for Historic Preservation
Commonwealth Keystone Building, 2nd Floor
400 North Street
Harrisburg, PA 17120-0093
www.phmc.state.pa.us

2 February 2012

Chad Kayser
Advantage Engineers
1250 Wrights Lane
West Chester, PA 19380

TO EXPEDITE REVIEW USE
BHP REFERENCE NUMBER

RE: ER# 11-2453-029-B
FCC: Balloon Test, Liberty Towers Proposed 180-Foot Cell Tower, 1570 Paoli Pike, E.
Goshen Twp., Chester Co.

Dear Mr. Kayser:

The Bureau for Historic Preservation (the State Historic Preservation Office) has reviewed the above named project in accordance with Section 106 of the National Historic Preservation Act of 1966, as amended in 1980 and 1992, and the regulations (36 CFR Part 800) of the Advisory Council on Historic Preservation as revised in 1999 and 2004. These regulations require consideration of the project's potential effect upon both historic and archaeological resources.

Thank you for providing the results of the balloon test for the above referenced project. The results indicate that the proposed tower will be visible within the Goshenville Historic District. Where the tower is clearly visible, a significant amount of modern development has occurred. In other places within the historic district that has not experienced modern development; the proposed tower is minimally visible. Based on this information, it is our opinion the proposed project will have no adverse effect on the National Register listed **Goshenville Historic District**. Thank you for your cooperation.

If you need further assistance in this matter, contact Ann Safley at (717) 787-9121.

Sincerely

Douglas C. McLearen, Chief
Division of Archaeology & Protection

cc: Senya D. Isayeff, Chair, Board of Supervisors, E. Goshen Twp., 1580 Paoli Pike, W.
Chester, PA 19380-6199

DCMcL/ras

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

December 9, 2011

Mr. Douglas C. McLearen
Pennsylvania Historic Museum Commission
400 North Street
Commonwealth Keystone Building 2nd Floor
Harrisburg, PA 17120
Ph: 717-787-9121

RE: East Goshen PA-504 (Er-2011-2453-029-A)
1570 Paoli Pike
West Chester, PA 19380
East Goshen Township, Chester County, PA
AE Project # TPA31025

Dear Mr. McLearen:

East Goshen Township is contacting the Pennsylvania State Historic Preservation Office (PA SHPO) in regards to the proposed 150' (extendable to 180') unipole telecommunications facility at 1570 Paoli Pike in East Goshen Township, Chester County. Liberty Towers LLC, (Liberty) is the applicant for the proposed facility. East Goshen Township has reviewed the application for the proposed facility and supports the proposed location and design of the telecommunication facility.

We respectfully request that your commission grant the approval for this tower to be erected for the following reasons:

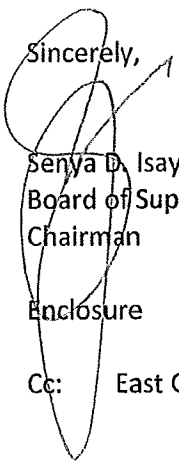
1. The location proposed for the tower has been moved, ~1,300 feet farther away from the Goshenville Historic District than the previous application, SHP#: ER-2010-0247-029-A, which the Township had opposed.
2. The design has changed from a monopole structure with external antennas to a unipole design which allows all antennas to be mounted inside the structure, which is more desirable than the previous proposed monopole design.
3. The color of the tower has been changed to an off-white color rather than the galvanized steel finish proposed in the previous application. We believe this color selection will afford the tower to blend into the skyline better.

In conclusion, East Goshen Township has been working closely with Liberty to develop a plan for a wireless communications tower that addresses the location, design and color in order to lessen the visual impacts to the Goshenville Historic District. We believe the measures we have incorporated into the design effectively mitigate the visual impacts while improving the quality of telecommunication services to the community.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

Enclosed are photo simulations which show the proposed tower incorporating all of the
aforementioned alternative design aspects.

Sincerely,



Senya D. Isayeff
Board of Supervisors
Chairman

Enclosure

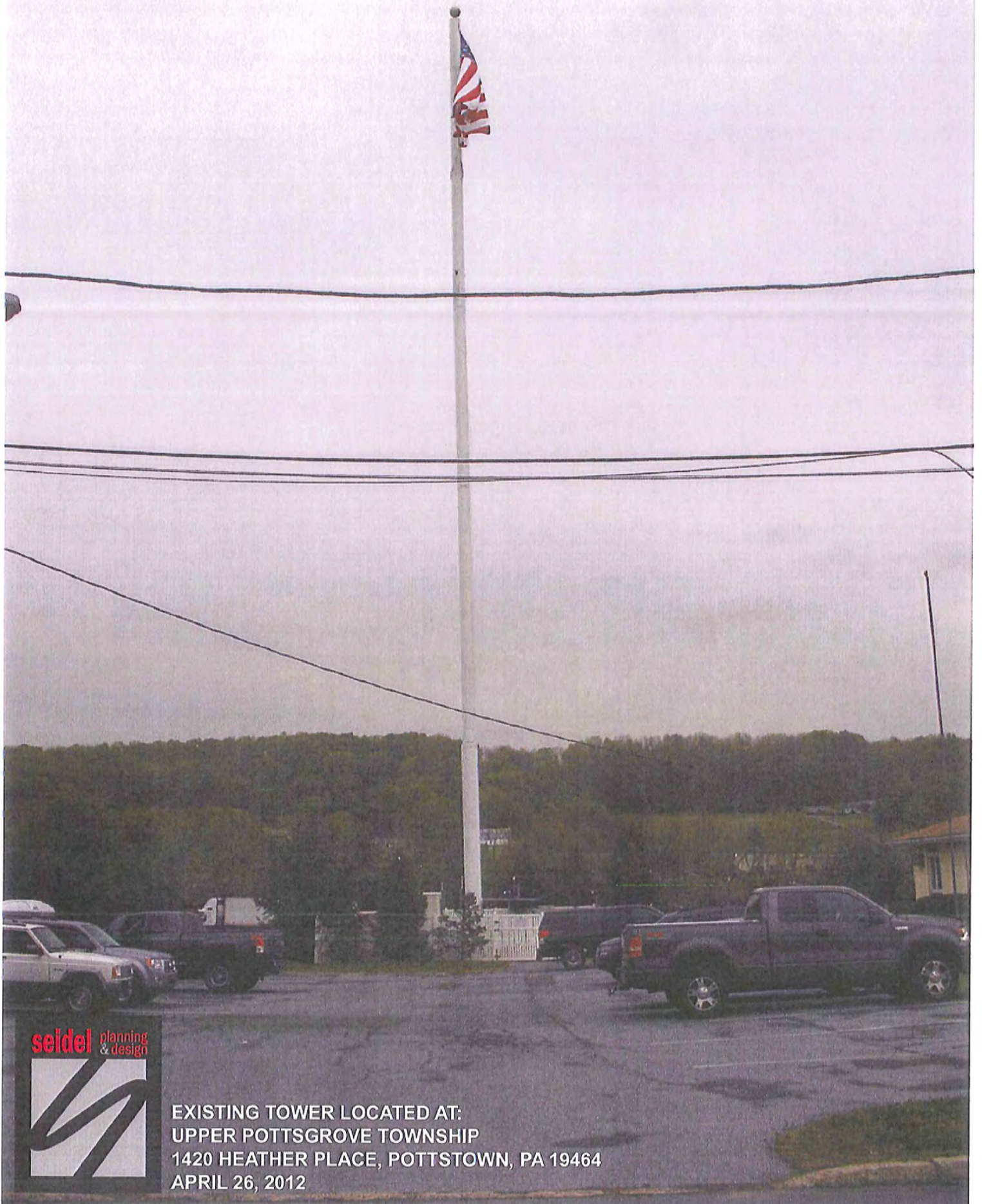
Cc: East Goshen Township Historical Commission

ADVANTAGE
ENGINEERS

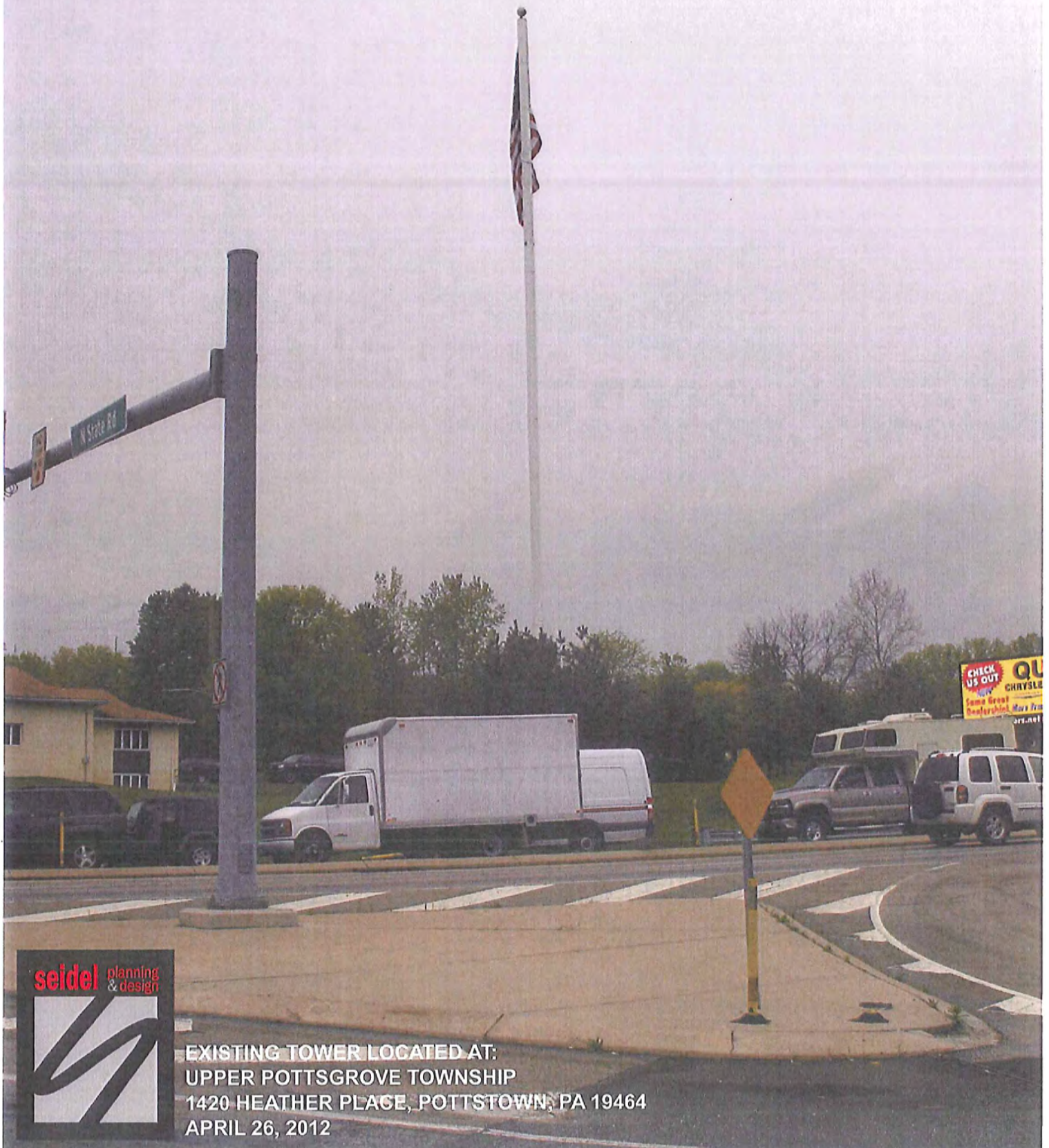


PROPOSED
180' UNIPOLE

**LIBERTY TOWERS PA-504 EAST GOSHEN
PROPOSED 180' UNIPOLE
(VIEW-2)**







11a

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: 4/26/2012
To: Board of Supervisors
From: Mark Gordon, Zoning Officer *mlb*
Re: Renzi Variance, 219 Ellis Ln.

Dear Board Members,

Mr. Renzi has submitted an application for zoning variance relief from the side yard in order to construct a detached garage at his property, 219 Ellis Ln. The request is for 8' of relief. Two of the neighboring property owners have submitted their support as part of the application. The lot is a very narrow lot and sloped in the side yard. I have drafted a motion for your consideration.

DRAFT MOTION:

Mr. Chairman, this property is a narrow and deep lot; approximately 100' wide and ~417' deep and sloped significantly in the side yard such that a conforming structure could cause more impact to the environment and property than the proposed solution. The applicant did not create this condition nor will granting this relief alter the character of the neighborhood. I move that we support Mr. Renzi's Variance request to build a garage with a side yard setback of no less than 12 feet which represents 8 feet of relief with the following condition(s).

1. The applicant shall follow all applicable federal, State and Local laws and secure all proper permits prior to construction of the improvements depicted in the variance application and the testimony provided by the.

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

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

April 10, 2012

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

Re: Dimensional variance request / 219 Ellis Ln.

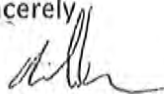
Dear Board Members:

At their meeting on April 10, 2012 the Planning Commission unanimously passed a motion recommending the Board of Supervisors support the dimensional variance request of Mr. Anthony Renzi at 219 Ellis Lane.

Madam Chairman, this property is a narrow and deep lot; approximately 100' wide and ~417' deep and sloped significantly in the side yard such that a conforming structure could cause more impact to the environment and property than the proposed solution. The applicant did not create this condition nor will granting this relief alter the character of the neighborhood. I move that we recommend that the Board of Supervisors support Mr. Renzi's Variance request to build a garage with a side yard setback of no less than 12 feet which represents 8 feet of relief with the following condition.

1. The applicant shall follow all applicable federal, State and Local laws and secure all proper permits prior to construction of the improvements depicted in the variance application and the testimony of the applicant.

Sincerely,



Mark A. Gordon
Township Zoning Officer

**EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION**

1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

RECEIVED
BY: _____

MAR 28 2012

FILE COPY

Name of Applicant:

Anthony P. Renzi, Jr.

Applicant Address:

219 Ellis Lane

West Chester Pa 19380

Telephone Number:

610-344-0597

Fax Number:

Email Address:

Renzi50@msn.com

Property Address:

219 Ellis Lane

West Chester Pa 19380

Tax Parcel Number:

Zoning District:

Acreage:

Purpose of Application (check one)

- ☒ Variance (Type: ☐ Use Variance ☒ Dimensional Variance)
☐ Special Exception
☐ Appeal determination of the Zoning Officer
☐ Other _____

Sections of Zoning Ordinance in which relief is sought:

240-9.6

Description of the Zoning Relief requested and the future use of the property:

Dimensional Relief Sought - 8' from Northern
Property Line.

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.

Signature of Applicant

Date

***Please review the formal application and review procedures on page three.**

EAST GOSHEN TOWNSHIP
ZONING HEARING BOARD APPLICATION
1580 PAOLI PIKE WEST CHESTER, PA 19380-6199
PHONE (610)-692-7171 FAX (610)-692-8950

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.

Applicant Name: ANTHONY RENZI

Application Process Checklist (Administration use only):

<u>Item</u>	<u>Date Complete</u>
1. Completed Township Application Form:	<u>3-28-12</u>
2. All related materials submitted:	<u>3-28-12</u>
3. Township application and review fees paid:	<u>3-28-12</u>

Application accepted on 3-28-12 by MARK GORDON

Official Signature [Signature] Title Zoning Officer

Review Process Checklist

<u>Item</u>	<u>Date</u>
1. Start date:	<u>3-28-12</u>
2. Date of first formal Planning Commission Meeting following complete application:	<u>4-4-12</u>
3. Date sent to CCPC:	<u>-</u>
4. Date sent to Township Engineer:	<u>-</u>
5. Date presented to Planning Commission:	<u>4-4</u>
6. Date sent to CB:	<u>4-2</u>
7. Date sent To MA:	<u>4-2</u>
8. Date sent to HC:	<u>4-2</u>
9. Date sent to PRB:	<u>4-2</u>
10. Date sent to TAB:	<u>4-2</u>
11. Date by which the PC must act:	<u>5-2</u>
12. Date by which Board of Supervisors must act:	<u>5-15</u>
13. Drop Dead Date; (Day 60):	<u>5-27-12</u>
14. Zoning Hearing Date:	<u>5-23-12</u>
15. Dates of public advertisement:	<u>5-2</u> & <u>5-9</u>

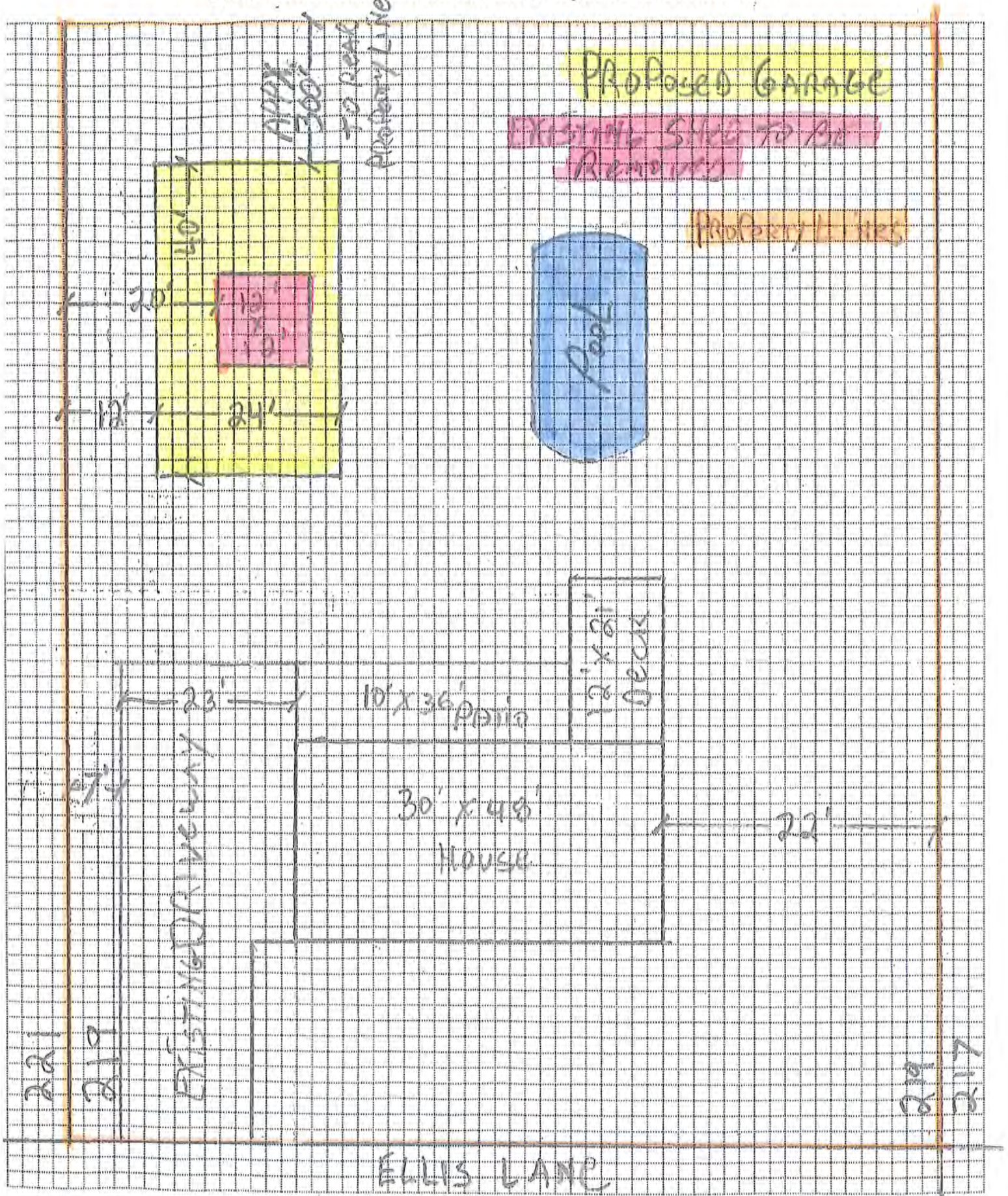
Anthony Renzi
219 Ellis Lane
West Chester, PA 19380

A dimensional variance for the placement of a garage on the property is being requested for the following reasons;

- The unique physical conditions of our property limit suitable building locations. These conditions include narrowness of lot (100') and steep grading of the rear yard.
- These are existing conditions not created by myself.
- We believe that the building of this garage in the proposed location will not alter the character of the neighborhood being that most properties in the area have garages.
- 8' relief from the 20' side yard represents the minimum necessary to align the new garage with the existing driveway and also allowing for movement of vehicles and minimizing the increase of impervious coverage on the property.

SITE PLAN

Show Lot Lines, Easements, Work Layout and Dimensions



EXISTING SHED
AT 20' FROM PROPERTY LINE
TO BE REMOVED

PROPOSED BUILDING LINE
AT 12' FROM PROPERTY LINE

PROPERTY LINE



March 23, 2012

I write this letter in support of Mr. Renzi's plan to build a garage on his property. Mr. Renzi's request for a variance to place the garage 12' from our shared property line in no way negatively affects my property. I believe this project will improve the appearance of the Renzi property, thereby improving the entire neighborhood. I fully support this project.

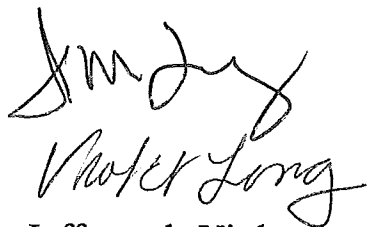
Thank you.

A handwritten signature in cursive script, appearing to read "Janet Lyle". The signature is fluid and elegant, with a large initial "J" and a long, sweeping underline.

Jason & Janet Lyle
221 Ellis Lane
West Chester, PA 19380

March 25, 2012

We endorse the Renzi's plan to build a garage on their property. Most properties in our neighborhood have garages, the proposed garage will fit in nicely with the character of our neighborhood. As an adjacent property owner this proposed garage does not cause us any concern. We fully support this project.

Handwritten signature of Jeff and Violet Long in cursive script.

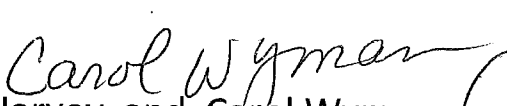
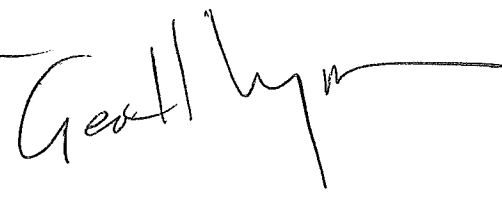
Jeff and Violet Long

217 Ellis Lane

West Chester, PA 19380

March 25, 2012

We support Mr. Renzi's plan to build a garage on his property at 219 Ellis Lane. We believe this plan will be an improvement to the property and surrounding neighborhood. Granting his request for a dimensional variance would allow for building in the only suitable area on his property.


Harvey and Carol Wyman 
215 Ellis Lane
West Chester, PA 19380











BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

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

COPY

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

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: 4/26/2012
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer 
Re: Goshen Meadows Apartments / Request for Waiver for HRIS

Dear Board Members:

Goshen Meadows Investors LLC has submitted a Conditional Use application requesting approval to develop the property at 1325 West Chester Pike. The property has an existing Historic resource and the applicant proposes to adaptively re-use the home and convert the structure into apartments. The applicant is requesting a waiver for the HRIS requirement of the ordinance.

I'm forwarding the application and requesting that you review the application and the applicants request for a waiver and advise the Planning Commission on your decision. The applicant has been advised that you will be discussing this matter and I suggested that they appear to present the waiver and answer your questions.

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

March 26, 2012

Dear Property Owner:

The purpose of this letter is to inform you that Goshen Meadows Investors, LLC, has submitted a Conditional Use application seeking approval for a Planned Apartment Development on the Property at 1325 West Chester Pike, West Chester, PA, 19382. The subject property is adjacent to the existing Goshen Meadows Apartment community. The applicant proposes to build five (5), twelve (12) unit buildings, and convert the existing single family historic home on the property to a four (4) unit apartment building for a total of sixty four (64) new apartments. The property is located in the C-4, Planned Highway Commercial Zoning District, where Planned Apartment Developments are permitted by conditional use pursuant to §240-16.C.(3) of the Township Zoning Ordinance.

Pursuant to Township policy, property owners within 1000 feet of the subject property are notified of Conditional Use applications.

The meeting dates and times scheduled for the review and discussion of this application are outlined below and subject to change.

May 1, 2012

Board of Supervisors meeting (7:00 PM)

The Board will consider a waiver request from the applicant requesting relief from the requirement to submit a Historic Resource Impact Study with their application for the adaptive reuse of an Historic Resource.

May 2, 2012

**Planning Commission meeting (workshop at 7:00 pm, formal meeting @ 7:30 pm)
(Presentation of Application)**

May 10, 2012

**Historical Commission meeting (7:00 PM)
(Presentation of Application)**

June 6, 2012

Planning Commission meeting (workshop at 7:00 pm, formal meeting at 7:30 pm)

June 12, 2012

Board of Supervisors meeting (7:00 pm) (Conditional Use Hearing)

The meetings and hearings listed above are held at the Township Administration Building, 1580 Paoli Pike, and are open to the public. The application is available for public review during normal business hours at the Township Administration Building. If any person who wishes to attend the meetings has a disability and/or requires an auxiliary aid service or

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

other accommodation to observe or participate, he or she should contact the Township at 610-692-7171 to discuss how those needs may be accommodated.

Please give me a call or email me at mgordon@eastgoshen.org if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark A. Gordon', with a long horizontal flourish extending to the right.

Mark A. Gordon
Township Zoning Officer

Cc: All Township Authorities, Boards and Commissions

RECEIVED
BY: _____
APR 13 2012

East Goshen Township

To: Township Zoning Officer

Name of Applicant: Goshen Meadows Investors, L.P.

Applicant Address: c/o Scott Fagan, P.O. Box 446, Narberth, PA 19072

Telephone Number: 610-667-1700 ex 305 Fax: 610-668-2249

Email Address: asf@mmcrent.com

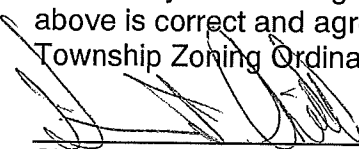
Property Address: West Chester Pike & Mary Fran Drive

Tax Parcel Number: 53-06-56 Zoning District: C-4 Acreage: 18.7514

Description of proposed use: See Attached

Conditional Use is provided in Zoning Ordinance Section: 240-16(C)(3)

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.


Signature of Applicant

April 11, 2012
Date

Attest: 

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

RECEIVED
BY: _____
APR 13 2012

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:	<u>4-13-12</u>
2. All related materials submitted:	<u>4-13</u>
3. Township application and review fees paid:	<u>4-13</u>

Application accepted as complete on 4-13-2012 by MARK GORDON

Official Signature:  Title: TWP. Zoning Officer

Review Process Checklist

<u>Item</u>	<u>Date</u>
1. Start date:	<u>4-13-12</u>
2. Date of first formal Planning Commission Meeting following Submission of complete application:	<u>5-2</u>
3. Sent to Twp. Engineer:	<u>4-26</u>
4. Date presented to Planning Commission:	<u>5-2</u>
5. Abutting Property Letter sent:	<u>4-26</u>
6. Date sent to CB:	<u>"</u>
7. Date sent To MA:	<u>"</u>
8. Date sent to HC:	<u>"</u>
9. Date sent to PRB:
10. Date sent to TAB:	<u>"</u>
11. Date by which the PC must act:	<u>6-6</u>
12. Date by which Board of Supervisors must act:	<u>6-12</u>
13. Drop Dead Date; (Day 60):	<u>6-12</u>
14. Conditional Use Hearing Date:	<u>6-12</u>
15. Dates of hearing advertisement:	<u>_____ & _____</u>
16. Property Posted:	<u>_____</u>

PROJECT NARRATIVE

Applicant: Goshen Meadows Investors, LP

Property: 1325 West Chester Pike, Tax Parcel No. 53-6-56

Zoning: C-4 Planned Highway Commercial District

Requested Approvals:

1. Conditional Use Approval for a Planned Apartment Development pursuant to Section 240-16.C(3) of the Zoning Ordinance;
2. Conditional Use Approval for the adaptive re-use of a historic resource by residential conversion into one or more dwelling units (four units) pursuant to Section 240-38.5.A(2)(c) of the Zoning Ordinance.

The Applicant, Goshen Meadows Investors, LP, is the equitable owner of the property located at 1325 West Chester Pike (S.R. 3) consisting of 5.89-acres of land (the "Property"). The Property is currently improved with a historic dwelling (identified as BLDG 6 on the Plan). The Applicant requests approval from the Board of Supervisors to develop the Property with a sixty-four (64) unit Planned Apartment Development pursuant to Section 240-16.C(3) of the Zoning Ordinance consisting of five new apartment buildings containing 12 units in each and the adaptive re-use of the existing dwelling as four apartment units. The Planned Apartment Development shall be in compliance with the regulations set forth in Section 240-29 of the Zoning Ordinance. Additionally, Goshen Meadows proposes to convert the existing historic structure into four apartments, therefore, conditional use approval pursuant to Sections 240-38.5.A(2)(c) and 240-38.7 is requested.

Below are the zoning ordinance sections applicable to the Plan:

1. Section 240-27.B(3)(a) of the Zoning Ordinance applies to developments which contain 25 or more dwelling units and provides: "All buildings shall have vehicle access upon a minor street, service road, common parking lot or similar area and not directly upon on an arterial highway or collector street." The proposal is for the new apartment buildings to have access off of Mary Fran Drive which is a private street classified as a minor or local street therefore, we believe that this section of the Zoning Ordinance is met.

2. Section 240-27.B(3)(e) of the Zoning Ordinance requires two or more points of vehicular access to and from "public streets" serving developments with 25 or more dwelling units. The proposed apartment community is proposed to be accessed by a boulevard entrance onto Mary Fran Drive and a grass-paver emergency access entrance road onto West Chester Pike. The Township considers Mary Fran's access to Rt. 3 and the emergency access both as points of vehicular access therefore the Plan is in compliance with this provision.

3. Section 240-29.C(6) of the Zoning Ordinance provides that the maximum height of all buildings shall not exceed three stories or 30-feet. The use of the word "or" means that the apartment buildings must meet one of these alternative standards; three stories or 30-feet. The proposed building height is 52 feet maximum with a building height as defined by the zoning ordinance to be 45 feet no more than three stories in compliance with this provision.

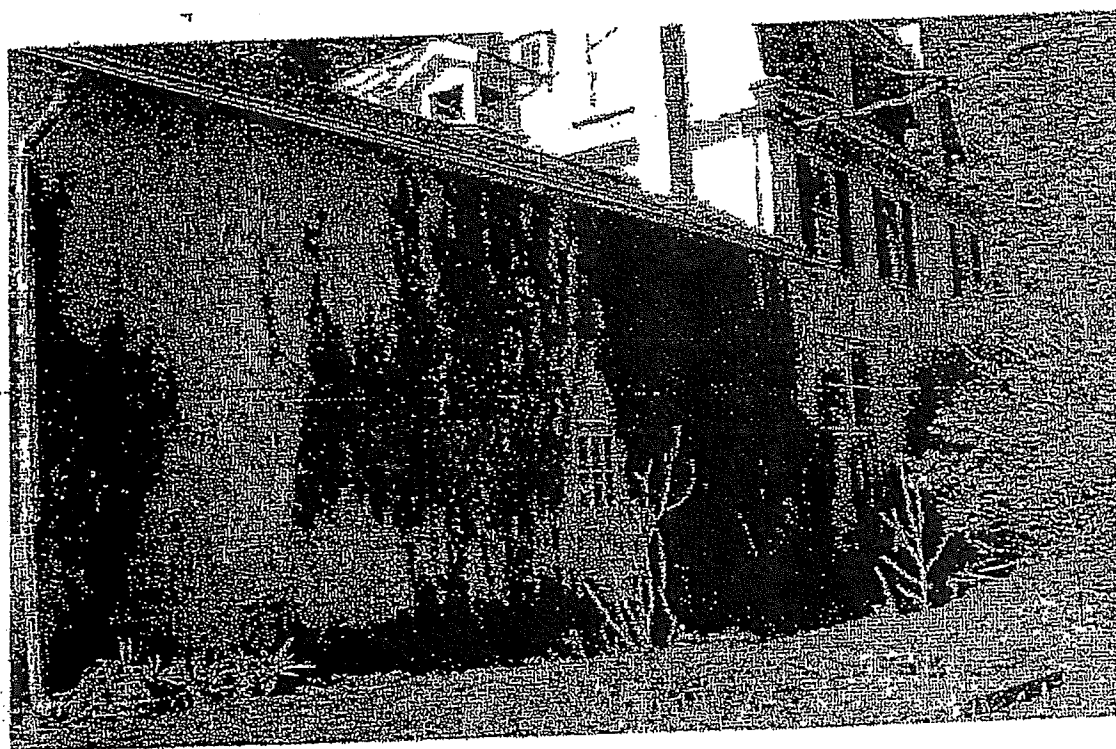
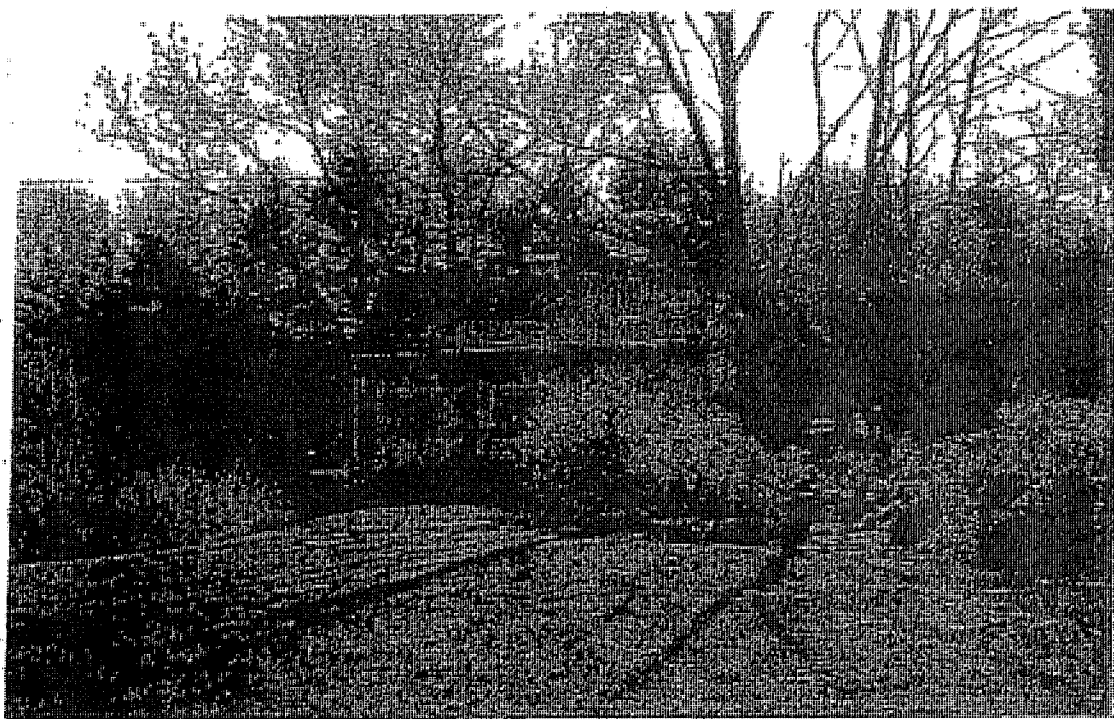
4. Goshen Meadows intends to combine its existing apartment development property with the Property into a single parcel in order for compliance with the following sections to be considered on the property as a whole:

- a. ZO Section 240-29(C)(5) requiring that all principal buildings shall be at least 50-feet from all street right of way lines and property lines. Because the property line between the existing Goshen Meadows property and the Property will be eliminated when the parcels are merged, the 50-foot setback requirement will not be violated
- b. ZO Section 240-29.C(3) requires 3,000 square feet of lot area per dwelling unit on the lot. A total of 256 units on both properties combined is equal to 3,082 square feet per unit.
- c. ZO Section 240-29.C(8) limits the size of apartments to 2 bedrooms and requires that no more than 40% of the total number of dwelling units contain 2 bedrooms. Mostly 2 bedroom units are proposed with the total number of 2 bedroom units in the existing and proposed development in compliance with the 40% ratio.
- d. ZO Section 240-29.C(4) provides maximum building coverage of 20% and maximum impervious surface coverage of 40% both of which comply when the properties are considered together.

5. Section 240-38.8 of the Zoning Ordinance. No proposed exterior physical changes are proposed to the historic dwelling except for possibly the installation of a new roof and windows to fit with the style of the dwelling. The proposed five new apartment buildings are similar in footprint to the historic dwelling making the feel of the proposed apartment community consistent in character with the dwelling. Based on the fact that no exterior physical changes are proposed to the historic dwelling, the Applicant requests a waiver from the requirement in Section 38.8.A(5) of the Zoning Ordinance to submit a Historic Resource Impact Study.

WAIVER
REQ.

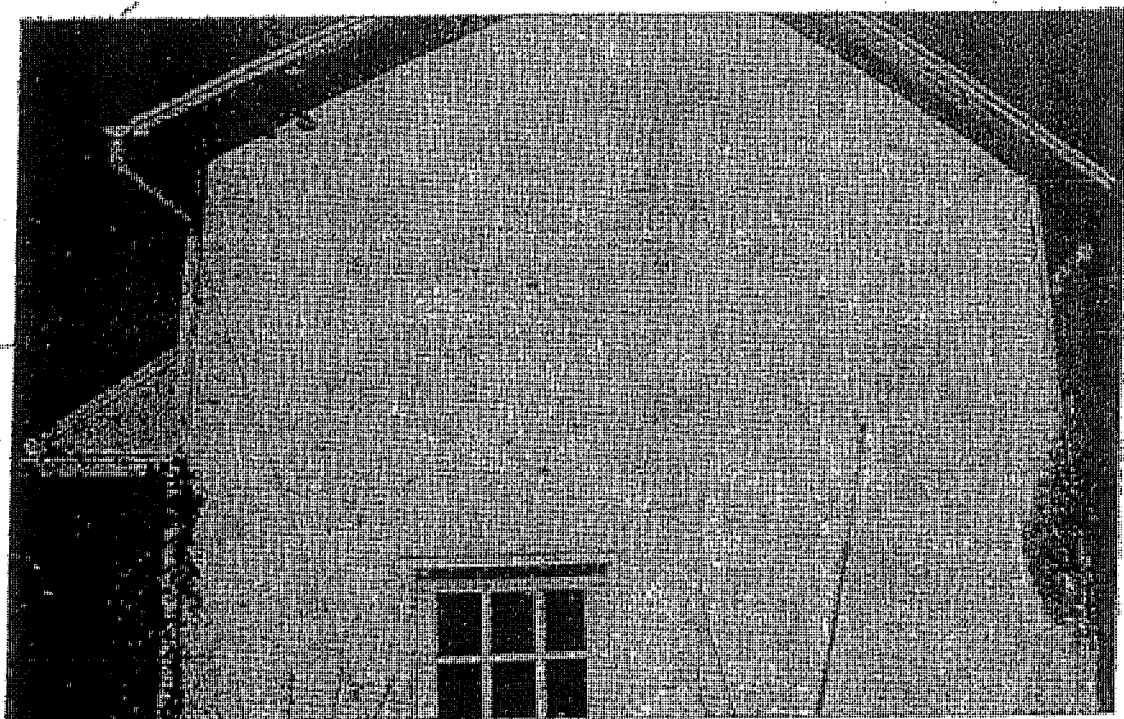




Aug 16 04 11:45a

(610) 431-8455

p.14



Aug 16 04 11:49a

(610) 431-8455

p.15



11c

EAST GOSHEN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA
RESOLUTION NO. 2012-9A

A RESOLUTION ESTABLISHING A SPECIFIC DATE FOR PUBLIC HEARINGS.

WHEREAS, on January 2, 2012 the Board of Supervisors adopted Resolution 2012-9 establishing the meeting schedule for 2012; and

WHEREAS, the Board believes it would be in the best interest of the Township, the residents and applicants if the Board scheduled public hearings for a specific meeting.

BE IT RESOLVED THAT the Board of Supervisors of the East Goshen Township hereby states that to the extent possible all public hearings of the Board of Supervisors will be held on the second Tuesday of each month.

RESOLVED AND ADOPTED, this 1st day of May, 2012.

ATTEST:

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS

Secretary

11e

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Long-Range Financial Planning Session
Date: April 24, 2012

I would like to suggest that we hold our annual long-range planning session on Thursday, June 14th from 1pm to 4pm.

Request For Proposals

For

Job Classification and Compensation Study and Analysis

Request Release Date: May 3, 2012

Due Date: May 17, 2012

I. Purpose of Request

The Township of East Goshen is seeking proposals from qualified consultants to conduct a comprehensive job classification and compensation study and analysis for Township employees.

The Township currently has 22 full time employees and 1 part time employee. The positions are currently designated into 17 different job classifications, which are ranked and a salary range for each position has been established. The compensation for each position is based on the job ranking and the relationship to selected benchmark positions at comparable municipalities.

The purpose of this study and analysis is to update as necessary all aspects of the current job classification and compensation plan in order to ensure that it is fair and competitive in the marketplace. The goal is to assure internal equity and external competitiveness in a fiscally responsible manner.

Options for other job classification and/or compensation plans may also be considered.

II. Scope of Services

The consultant shall perform or provide the following tasks:

Phase 1 - The consultant will review the current job descriptions, job ranking plan, salary ranges, compensation plan and performance evaluation plan and make finding and recommendations to the Board of Supervisors as follows.

Job Descriptions

The consultant shall review the current job descriptions, evaluate all positions and create, modify and/or update job descriptions where necessary. The intention being that each job description accurately reflects the duties, skills, physical requirements, education requirements, etc. of a specific position.

Job Ranking Plan

The intention is to have a job ranking plan under which all existing job descriptions and any new job descriptions can be ranked objectively. The consultant shall review the job ranking plan and modify and/or update where necessary.

1 Salary Ranges

2 The consultant shall review the current salary range for each position. The
3 consultant shall evaluate the present salary ranges as compared to the specific job
4 market for comparable positions in the private and public sectors. There shall be a
5 relationship between the job ranking plan and the salary ranges so that if a new job
6 description is created, the salary range for the position can be established when the
7 job is ranked. The consultant shall modify and/or update the salary range for each
8 position where necessary.

9
10 Compensation Plan

11 The consultant shall review the current compensation plan. The consultant shall
12 conduct a comprehensive compensation survey of the regional labor market that
13 includes at least four comparable positions in the public and private sector. The data
14 used should be based on the wages in effect for the 2012 calendar year. The method
15 in which to perform this analysis is to be determined by the consultant. The
16 consultant shall make recommendations to the compensation plan where necessary.

17
18 Employee Performance Evaluation and Recognition

19 The consultant shall review the current employee performance evaluation and
20 recognition plan. The consultant shall provide the Township with recommendations
21 to modify and/or update the performance evaluation plan.

22
23 **Phase 2**

24
25 Implementation

26 The consultant's responsibilities will include, without limitation: (1) conducting of
27 onsite training sessions with selected employees regarding the implementation and
28 management of the selected recommendations; and (2) preparation for, and the
29 conducting of, three employee roll-out meetings on separate days within the same
30 week.

31
32 **III. Expected Deliverables**

33 As a result of the analysis as identified in the above Scope of Services, the consultant
34 is expected to present the following:

35
36 **Phase 1—To be completed by August 31st**

37 A written report outlining the findings related to the tasks listed in the Scope of
38 Services addressed to the Board of Supervisors. The report shall include the
39 consultant's recommendations with supporting information in sufficient detail to
40 evidence the basis for the final recommendation.

41
42 The consultant shall provide a listing of the potential benefits and drawbacks
43 related to each recommendation, an explanation of the impact of the
44 recommendations in a non union environment, and an explanation as to why the
45 consultant has made such recommendation.

1 An operations manual suitable for inclusion in the Township Personnel Policy that
2 provides the necessary documentation and other materials so the Township staff
3 will be able to maintain the updated job classification and compensation plan
4 independent of the consultant following implementation.

5
6 An outline of proposed implementation action steps, with recommended timing
7 necessary to implement the recommendations. The action steps should be in
8 sufficient detail as necessary to adopt the consultant's recommendations without
9 requiring ongoing support from the consultant during implementation.

10
11 One copy of the draft and final reports should be provided in a three-ring binder. An
12 additional copy of each report shall be provided electronically in a portable
13 document format (PDF).

14
15 The consultant shall attend at least one meeting with the Board of Supervisors to
16 review the draft report.

17
18 The report will not be considered finalized until formally accepted by the Board of
19 Supervisors.

20
21 The consultant shall present the final report at a Board of Supervisors meeting.

22
23 **Phase 2—To be completed by September 30**

24 Training materials as needed for the training sessions.

25
26 Orientation materials as need for the employee roll-out meetings.

27
28
29 **IV. Qualifications**

30 The Township is seeking experienced consultants to provide the services detailed in
31 this RFP. Therefore, at minimum, respondents should possess and detail experience
32 in the following areas to be considered qualified for the Project:

- 33
34
 - Experience and expertise in analyzing municipal compensation and job
35 classification plans, and identification of best practices.
 - 36 • Knowledge of Federal and Pennsylvania laws and regulations governing
37 compensation of municipal employees.
 - 38 • Experience in analyzing, making and implementing recommendations in
39 municipalities whose operations are not influenced by employee collective
40 bargaining agreements.
 - 41 • Demonstrated experience redesigning compensation and/or classification
42 plans in a municipal setting, preferably within Pennsylvania.
 - 43 • Experience conducting employee meetings or human resources staff training
44 for the purpose of transitioning a municipality to a new or revised job
45 classification and compensation plan is strongly preferred, but not required.

1
2 **V. Township Resources**

3 The Township will provide copies of all job descriptions, the job ranking plan, salary
4 ranges, compensation plan, performance evaluation plan and other available in-
5 house information that the successful consultant may require to complete the study.
6

7 **VI. Materials to Submit**

8 Interested firms must submit one copy (unbound) of their proposal to the Township
9 Manager at East Goshen Township, 1580 Paoli Pike, West Chester, PA 19380, no
10 later than 4:00 p.m., on May 17, 2012
11

12 Interested parties are solely responsible for ensuring that proposals are delivered
13 on time. Proposals received after the due date and time will be returned unopened.
14 The total number of pages in the submittal shall not exceed ten (10) pages. Economy
15 of preparation and brevity are encouraged.
16

17 **VII. Cost of Proposal**

18 This request for proposal does not, under any circumstance, commit the Township
19 to pay any costs incurred by any proposer in the submission of qualifications. The
20 proposer is responsible for all costs associated with response to this request.
21

22 **VIII. Proposal Disposition**

23 All materials submitted in response to this request for information shall become the
24 property of the Township upon delivery.
25

26 **IX. Proposal Content**

27 The total number of pages in the proposal shall not exceed 10 pages.
28

29 1. Introduction – On the cover sheet for the proposal, provide the official name,
30 address, phone number, fax number of the organization or firm, the name of the
31 principal contact person, and their e-mail address.
32

33 2. Experience and Qualifications –

- 34 • A brief description of the organization or firm
- 35 • A brief description of the experiences and qualifications of the proposed staff
36 member(s) who will be performing the services
- 37 • A list of municipalities for which the consultant has conducted
38 comprehensive classification and compensation studies (within the past five
39 years)
- 40 • A list of three recent client references, including name, address, telephone
41 and fax numbers, and email address.
42

43 2. Approach/Methods Used to Perform the Project – Detailed description of the
44 methods by which the tasks set forth in the Scope of Services will be performed. The
45 description shall include the following items:

- Proposer's understanding of the services to be provided
- Methodology to be used for tasks in Phase 1

3. Costs – A complete breakdown of all costs to perform the specific tasks outlined in the proposal (both Phase 1 and 2).

X. Evaluation Criteria

The following will be considered in the selection of a consultant:

- Relevant experience in similar-sized entities
- Qualifications
- Understanding of Township-related issues and employee relations
- Team compatibility, including the ability to work with Township staff based on references and other supporting information
- Unique resources the firm may bring regarding innovative techniques
- The professional reputation of the firm

The Township reserves the right to reject any or all proposals at any time with no penalty and to waive immaterial defects and minor irregularities in proposals. The evaluation and recommendation of proposals will be done by the Township Manager and the Board of Supervisors will be responsible for the final selection.

XI. Discrimination

The Township does not discriminate on the basis of race, creed, color, ethnicity, national origin, sex, age or marital status.

F:\Data\Shared Data\Admin Dept\Human Resources\Classification & Compensation\Draft RFP v2.doc

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: 4/26/2011
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer *mm*
Re: Comp Plan Update / Planning Consultant / DRAFT RFP

Dear Board Members:

As requested I have enclosed a DRAFT RFP for your review and comment. The intent is to solicit proposals from Planning Consultants to help us with our upcoming Comprehensive Plan Update. I'll be at your meeting on Tuesday night if you have any questions.

-Mark



REQUEST FOR PROPOSALS
Planning Consultant to Prepare the
Township Comprehensive Plan Update
TOWNSHIP OF EAST GOSHEN

April 23, 2012

DRAFT

RFP's Due: June 1, 2011, 4:00 P.M. Local Time

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- 3. Required Information**
- 4. Township Obligations in support of the Comp Plan Update**
- 5. Compensation Schedule**
- 6. Evaluation Criteria**

Summary

Introduction

The East Goshen Township Board of Supervisors is soliciting proposals from Professional Planning Consultants to prepare an update to the Township Comprehensive Plan.

East Goshen Township completed a comprehensive revision to the Comp Plan in June of 2005. The Board of Supervisors wants to align the Township Comprehensive Plan with the Chester County Comprehensive Plan, Landscapes 2. The Planning Consultant who is awarded the project will be required to file for the Chester County Vision Partnership Program Grant as part of this proposal in order to help offset the cost of the Comp Plan update.

Proposals

All proposals shall be received by the Township no later than **June 1, 2012, 10:00 A.M. Local Time.**

Proposals shall be delivered to:

East Goshen Township
Attn: Mark A. Gordon, Township Zoning Officer
1580 Paoli Pike
West Chester, PA 19380

All questions regarding this RFP shall be submitted in writing (mail or e-mail) to Mr. Gordon at the above address or to mgordon@eastgoshen.org. All updates and amendments to this RFP as well as any changes to the proposed schedule will be posted on the Township website, www.eastgoshen.org. Notification of these postings will be e-mailed to prospective Vendors who request the RFP package and provide an e-mail address to the Township.

Schedule of Events

The proposed schedule for the RFP process is as follows:

Issue Request for Proposals:	May 1, 2012
Cutoff for Written Questions:	May 22, by 4:00 P.M.
Proposals Due	June 1, 2012 by 10:00 A.M.
Board of Supervisors Discussion	June 5, 2012
Issue “Intent to Award”	June 19, 2012
Finalize Contract Language	June 22, 2012

Technical Specifications

1. General

The East Goshen Township Board of Supervisors is soliciting proposals to prepare an update to the Township Comprehensive Plan. The selected planning consultant will enter into a contract with the Township to prepare an update to the East Goshen Township Comprehensive Plan to be completed no later than January 31, 2014

2. Comp Plan Update Approach and Standards

A detailed description shall be included outlining the approach and the standards that the final version of the Update will meet.

3. Required Information

- a. Provide a sample of your standard contract for services.
- b. Provide a project schedule for the Comp Plan Update.
- c. Detailed breakdown of all project costs.

- d. Provide three municipal references from Pennsylvania where you have completed similar Comprehensive Plan projects.

4. Township Obligations in support of the RFP

- a. Once a consultant has been selected, the Township will form a Comp Plan Taskforce comprised of members from the various Township Boards and Commissions and full time staff to assist the consultant with developing the update.

5. Evaluation Criteria

The Board of Supervisors will evaluate the proposals based on, at a minimum, the following criteria (in order of importance):

- a. **Completeness of Proposal**
- b. **Project Cost**
- c. **Grants** – Describe your background in grant writing and the success you have had and if you have had success in previous rounds of the Chester County VPP Grant process.
- d. **Technical Proposal**

Summary

The Board of Supervisors of East Goshen Township reserves the right to waive any technicalities and to select the proposal which it deems, at its sole discretion, as the proposal that is best suited for the intended purpose and which best serves the interests of East Goshen Township and its residents.

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

11 h

To: Board of Supervisors
From: Mark Miller
Re: Sale of Sewer Cleaner

Uwchlan Township had offered to buy our old sewer cleaner in the amount of \$1,000.

We have had it for sale since the purchase of our new unit in 2010. The unit was purchased as "used" from West Goshen Township in 1990.

I would recommend selling the unit to Uwchlan Township in the amount of \$1,000.

13a

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

Present: Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper and Supervisors Marty Shane, Carmen Battavio and Chuck Proctor. Also present were Township Manager Rick Smith, Director of Finance Jon Altshul, Township Solicitor Kristin Camp, Al Zuccarello (Planning Commission and Commerce Development Commission), Kathryn Yahraes (Historical Commission), Derek Davis (Assistant to State Rep. Dan Truitt) and Westtown Supervisor Tom Haws.

Executive Session

The Board met in Executive Session from 6:00pm until 7:00pm to discuss a personnel matter and the police labor contract.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm. Jon Altshul 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

No one indicated they would be recording the meeting.

Officer of the Year

Detective Balchunis, a 12-year veteran of the Police Department, was presented with the Officer of the Year award by Police Chief John Dumond and Police Commissioner Carmen Battavio. After receiving the award the Detective and his family, friends and fellow officers celebrated with cake and ice cream. The Board thanked Detective Balchunis for his service to the residents of East Goshen, Westtown and Thornbury Townships.

Landscaping

The Board recognized Vince Del Vacchio for landscaping the front of the Township Building. The Del Vacchio Landscape and Garden Center recently opened at the old McGinty's location.

Chairman's Report

Senya announced that the Board met in Executive Session on April 12 to discuss the police labor contract and immediately before this meeting to discuss a personnel matter and the police labor contract.

1 **Resolution 2012-4A Appointing Jon Altshul the Township Treasurer**

2 Senya introduced the new Director of Finance Jon Altshul, a resident of East Goshen. Marty
3 moved to adopt Resolution 2012-4A appointing Jon as the Township Treasurer. Chuck seconded
4 the motion. There was no discussion or public comment. The Board voted unanimously to
5 approve the motion.
6

7 **Public Comment on Non-Agenda Items**

8 None.
9

10 **Public Hearing – Ordinance to Create Park & Recreation Commission**

11 The Board conducted a public hearing to consider adoption of an ordinance to create a Park &
12 Recreation Commission. Carmen moved to adopt the ordinance. Chuck seconded the motion.
13 The Board voted unanimously to approve the motion. A court reporter was present and will
14 provide a complete transcript of the proceedings. Rick said he will forward copies of the
15 ordinance to the residents who have expressed interest in serving on the Park & Recreation
16 Commission.
17

18 **Public Hearing – Conditional Use Application for Camp K-9 Paradise for Paws**

19 The Board conducted a public hearing to consider a conditional use application by Camp K-9
20 Paradise for Paws, a canine daycare, training, and boarding facility to be located at 1303 West
21 Chester Pike. Applicant Jason Morgera was present with his attorney Brian Nagle.
22

23 Marty moved to approve the conditional use application of Camp K-9 Paradise for Paws
24 pursuant to Section 240-14(C)(12) of the East Goshen Township Zoning Ordinance to allow a
25 kennel/dog daycare use on the Property subject to the following conditions:
26

- 27 1. The use shall be operated in accordance with: (i) the Conditional Use Application dated
28 February 28, 2012 and the narrative attached thereto; (ii) the Conditional Use Plans,
29 prepared by Jeffrey M. Laufer, AIA, dated February 28, 2012, last revised April 4, 2012
30 (the "Plans"); and (iii) all testimony and evidence presented by Applicant during the
31 conditional use hearing.
- 32 2. Applicant shall limit the number of dogs on the Property to a maximum of 120 dogs at
33 any one time.
- 34 3. Applicant shall prepare and maintain accurate records of the number of dogs that are kept
35 on the Property on a daily basis. Such records shall be available for inspection by the
36 Township upon request.
- 37 4. Applicant and the kennel use shall comply with the Township noise control standards in
38 the Zoning Ordinance and Chapter 156 of the East Goshen Code titled, "Noise."
- 39 5. Applicant shall implement a plan that is approved by the Board to address complaints
40 from neighbors concerning excessive dog barking.
- 41 6. Applicant shall install the reserved parking on grass pavers depicted on the Plans if the
42 Township Zoning Officer determines that additional parking is necessary. Such parking
43 shall be installed in accordance with the Township's specifications within 60 days of
44 receipt of written notice from the Township, weather permitting.

7. The parking lot and vehicle access surfaces shall be repaired as determined by the Zoning Officer and all parking areas re-stripped prior to the issuance of a use and occupancy certificate.
8. The existing wall sign and freestanding signs shall be refaced and no additional sign area shall be added to these two signs and no additional signs shall be permitted on the Property except for the directional signs shown on Exhibits A-1(a) and A-1 and those required to be installed by condition number 14 below.
9. Applicant shall provide to the Township a copy of the kennel license that it obtains from the Commonwealth of Pennsylvania, Department of Agriculture and shall continuously maintain such license.
10. Applicant shall install 150 watt lighting fixtures at the rear of the building in the location identified on the Conditional Use Rendered Plan which was admitted into the record as Exhibit A-1a to improve the parking lot lighting.
11. Applicant shall adhere to all applicable Federal, State, County and local laws, ordinances, and regulations and shall secure all proper permits prior to construction of the improvements depicted on the Plans.
12. Applicant shall meet annually with representative from the emergency responders who will be called to respond to emergencies at the kennel in order to provide training on the method of removing dogs in the event of an emergency. Any reasonable costs incurred in such training shall be paid for by Applicant.
13. Applicant shall direct its customers/clients to drop off and pick up their dogs in the rear of the building as needed to prevent vehicles from backing up onto West Chester Pike.
14. Applicant shall install signage at the exit of the Property which indicates "No Left Turn" and "No U-Turn at the intersection of Ellis Lane and West Chester Pike."
15. Applicant shall provide to its customers/clients and shall advertise in its marketing materials suggested directions on how to get to the Property.

Thom seconded the motion.

Dave Macatee (uncle of the applicant) and Al Zuccarello both urged the Board to approve the application.

Mr. Nagle and his client said they accepted the conditions and agreed to waive the Township's 24-hour notification requirement.

The Board voted unanimously to approve the motion.

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

Police Report

Chief John Dumond reported there were 439 calls for service from East Goshen in March.

Goshen Fire Company Report

No one was present from the Goshen Fire Company, and no report was received this month.

1 **Malvern Fire Company Report**

2 No one was present from the Malvern Fire Company, but they submitted a written report for
3 their activities in March 2012.

4 **Fire Marshal Report**

5 The Board reviewed the March report from Fire Marshal Mark Miller.

6
7 **Financial Report**

8 Jon Altshul provided a financial report for the 1st Quarter of 2012.

9
10 **Fireworks/Community Day**

11 Senya reported that the Township will know by May 1 whether or not a joint fireworks event
12 will be held with West Goshen. Marty wanted to discuss having a Community Day event in
13 conjunction with the fireworks again this year. He expressed disappointment that the Township
14 was not planning to go forward with a Community Day event for 2012 after the big success it
15 was in 2011. Thom also expressed disappointment that a Community Day would not be held in
16 2012 but said he is not willing to spend Township money toward the event. He also stated that
17 he did not want to interfere with the fundraising efforts by the 501(c)3. Chuck said the
18 Township should have Community Day again this year and suggested the Board consider using
19 some of the transfer tax windfall from the sale of Bellingham toward the cost of the event. The
20 consensus of the Board was that it is very important to bring the community together in a
21 positive way, and this event would be a worthwhile endeavor. There was some discussion on
22 where the event should be held – at the Township Park, at East High School/Price property or at
23 West Goshen's park, but nothing was decided.

24
25 Marty moved for the Township to proceed with plans for a Community Day in 2012 in
26 conjunction with West Goshen if possible, and if not, East Goshen should proceed to hold the
27 event on its own, with an expenditure of up to \$30K which will include the \$18K promised from
28 the Friends of East Goshen. Chuck seconded the motion. Senya noted that the Friends of East
29 Goshen were asked to provide \$30K for this event but agreed to provide only \$18K.

30
31 There was no further discussion and no public comment. The Board voted unanimously to
32 approve the motion. Rick will contact the Friends of East Goshen to inform them the Township
33 is going ahead with this event at a budget of \$30K.

34
35 Marty asked if the Township had heard anything from resident Leo Sinclair who said he would
36 help raise funds for this event. Rick said he had heard nothing.

37
38 **Color Selection for Cell Tower on Township Property**

39 The Board agreed to table this matter until some expert opinions have been obtained on the best
40 choices for color.

41
42 **Resolution 2012-64A, Commerce Development Commission**

43 Thom moved to adopt Resolution 2012-64A, changing the name of the Community
44 Development Commission to the Commerce Development Commission, with one minor change
45 to the draft as made by Marty. Marty seconded the motion. CDC Chairman Al Zuccarello noted
46 the name change was being requested because the original name for the group was causing some

1 confusion to businesses the members were contacting. There was no discussion or public
2 comment. The Board voted unanimously to approve the motion.

3
4 **Fiduciary Liability Insurance**

5 Thom moved to direct the Township Manager to proceed with purchasing a \$1M Fiduciary
6 Liability Insurance policy from Travelers in the amount of \$2,276. Chuck seconded the motion.
7 There was no discussion or public comment. The Board voted unanimously to approve the
8 motion.

9
10 **Mower Replacements**

11 Carmen moved to approve the expenditure of \$15,702 to purchase two replacement mowers per
12 the April 9 request of Mark Miller, Director of Public Works. The mowers were budgeted at
13 \$16,000. Thom seconded the motion. There was no discussion and no public comment. The
14 Board voted unanimously to approve the motion.

15
16 **Any Other Matter**

17 **Garden Fair & Plant Sale** - Thom announced that the Penn State Extension will hold a Garden
18 Fair and Plant Sale at the Township Building on April 28 from 9:00am to 3:00pm. Plants will be
19 sold and there will be informational workshops, activities, and demonstrations.

20
21 **All-Day Summer Camp** - Thom reported that per Frank Vattilano, there is not sufficient interest
22 among the residents to hold an all-day summer camp at this time. Frank sent out a survey to the
23 parents of past camp attendees. Surveys were sent to 200 households and 71 responses were
24 received. Thom said he believes the survey should have been sent out to a larger population of
25 residents and Senya agreed.

26
27 Marty said researching this matter will be a good task for the new Park & Recreation
28 Commission, who will need to survey the residents on what programs they would like to have.

29
30 Senya said it's disappointing to him that East Goshen, which prides itself on being a premier
31 Township, does not provide an all-day summer camp for children. He said the Township needs
32 to advertise an all-day camp in the *Daily Local*, on the Township website, Township signboards,
33 at the Farmers' Market and on Constant Contact. He asked Rick to instruct Frank Vattilano to
34 make more of an effort in this regard.

35
36 **Review of Minutes**

37 The Board reviewed and corrected the draft minutes of April 3. Senya announced that the
38 minutes would stand approved as corrected.

39
40 **Treasurer's Report & Expenditure Register Report**

41 *See attached Treasurer's Report for April 12, 2012.*

42
43 The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the
44 Treasurer's Report of April 12 and the Expenditure Register Report as recommended by the
45 Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Chuck

1 seconded the motion. There was no further discussion or public comment. The Board voted
2 unanimously to approve the motion.
3

4 Senya stated again that he would like the exercise instructors to rent Township space to hold
5 their classes and to do all the work of taking their own registrations, etc. He does not think the
6 Township should be doing the administration work for the exercise instructors. The Board began
7 a discussion of this matter but agreed to table it until Rick gets some additional information from
8 Frank Vattilano.
9

10 **Action List**

11 Cloud Computing – No updates.

12 Comp Plan – Staff is preparing the RFP.

13 IT Committee Implementation – The Board reviewed an updated status report on the
14 implementation of the IT Committee's recommendations.

15 Municipal Authority Projects – The Ridley Creek Sewage Treatment Plant is complete.

16 Lockwood construction is scheduled to begin in April. The Marydell, Reserve, and Hershey Mill
17 Pump Stations are in the final design stage.

18 Quarterly Financial Reports – The Board reviewed the quarterly financial reports.

19 Quarterly Report on I&I – The Board reviewed the quarterly I&I report.

20 Quarterly Report of Right-To-Know Requests – Tabled until the May 1 meeting.

21 Telecom Registration & Reporting – Enforcement action against T-Mobile has been initiated.

22 Televising Meetings – Rick reported that he contacted West Chester University. Thom moved
23 for staff to terminate all information gathering activity on this matter because four members of
24 the Board are not in favor of televising meetings. Carmen seconded the motion. The Board
25 voted 4:1 in favor of the motion. (Senya was opposed.)

26 Billboard Ordinance – Rick reported that the Chester County GIS Department will provide the
27 Township a map with ADT counts and vacant lots.
28

29 **Correspondence & Reports of Interest**

30 Senya acknowledged receipt of the following.

- 31 • Letter from residents Harry and Ann Cummings thanking Mark Miller for his help on a
32 sewer line problem.
- 33 • Report from the Director of Public Works on March activities.
- 34 • Copy of a letter sent to residents regarding a Zoning Hearing Board application made by
35 Anthony Renzi, Jr. for 219 Ellis Lane.
- 36 • Letter from the Chester County Tax Collection Committee regarding the Philadelphia
37 Tax Credit.
38

39 **Meetings & Dates of Importance**

40 Senya noted the upcoming meetings as listed in the agenda.
41

42 **Public Comment Period**

43 *Kathryn Yahraes* – Gave a report on Keep East Goshen Beautiful Day. A list of everyone who
44 volunteered will be posted to the Township website. Marty praised Kathryn and Jack Yahraes
45 for doing a great job running this annual program so successfully.
46
47

1 **Adjournment**
2 There being no further business, the meeting was adjourned at 10:37pm.
3
4 Anne Meddings
5 Recording Secretary
6 *Attachment: Treasurer's Report*

April 12, 2012

TREASURER'S REPORT
2012 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$231,396.58
Earned Income Tax	\$83,175.61
Local Service Tax	\$152.93
Transfer Tax	\$0.00
General Fund Interest Earned	\$4,944.47
Total Other Revenue	\$30,189.47
Total Receipts:	<u>\$349,859.06</u>

Accounts Payable	\$328,148.50
Electronic Pmts:	
Health Insurance	\$0.00
Credit Card	\$1,568.52
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$86,000.00
Total Expenditures:	<u>\$415,717.02</u>

STATE FUND

Interest Earned	<u>\$0.32</u>
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Expenditures:	<u> </u>
---------------	-----------------------------

CAPITAL RESERVE

Interest Earned	<u>\$4,592.08</u>
-----------------	-------------------

Expenditures:	<u>\$7,343.08</u>
---------------	-------------------

TRANSPORTATION FUND

Interest Earned	<u>\$338.31</u>
-----------------	-----------------

Expenditures:	<u> </u>
---------------	-----------------------------

SEWER OPERATING

Receipts	\$15,802.90
Interest Earned	\$79.63
Total Sewer:	<u>\$15,882.53</u>

Accounts Payable	\$202,248.36
Debt Service	
Total Expenditures:	<u>\$202,248.36</u>

REFUSE

Receipts	\$4,344.99
Interest Earned	\$72.51
Total Refuse:	<u>\$4,417.50</u>

Expenditures	<u>\$61,533.13</u>
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SEWER CAPITAL RESERVE

Interest Earned	<u>\$373.07</u>
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Expenditures	<u> </u>
--------------	-----------------------------

15.

EAST GOSHEN TOWNSHIP ACTION LIST

New additions are in bold		1-May-12
#	Item	Date
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 12-3	Billboard Ordinance	15-May-12
PCZ 11-6	Sign Ordinance	15-May-12
ADM 11-24	Cloud Computing	15-May-12
PCZ 12-01	Comp Plan	15-May-12
ADM 11-22	IT Committee Implementation	15-May-12
PCZ 09-01	Telecom Registration and Reporting	15-May-12
ADM 11-13	Municipal Authority Projects (qtrly)	17-Jul-12
FIN 11-05	Quarterly Financial Reports	17-Jul-12
DPW 08-02	Quarterly Report on I&I	17-Jul-12
ADM 09-04	Quarterly Review of Right to Know Requests	17-Jul-12

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Cell Tower

No:

ADM 11-15

List Date:

2/17/2011

Completed Date:

Description:

Consider locating a cell tower on Township Property

Date	Action
4/5/2011	We received 3 responses and 1 request for an extension from the RFP
4/12/2011	Board needs to decide if they want to consider incomplete proposals
4/19/2011	Subcommittee of Don, Thom, Rick and Mark directed to review the three propo:
4/26/2011	Subcommittee has met with the 3 carriers, Recommendation forthcoming
5/3/2011	Subcommittee report attached
5/24/2011	1,000, foot letter sent, on 5/24 meeting agenda. Sub committee selected to
6/28/2011	Consider Proposal from Liberty
7/12/2011	Consider Proposal from Liberty
7/26/2011	Review draft agreement attached
9/6/2011	Ordinance adopted, waiting on a revised agreement and exhibits from Liberty
10/4/2011	Revised agreement and exhibits under review by subcommittee
11/1/2011	Rich is updating agreement and site plan to reflect agreed upon changes. Federal and state cases on hold. Waiting on color chip and sample of tower skin. Need letter on impact to Historic District.
12/6/2011	Rich is updating agreement. We have received an updated site plan and photo seems.
1/10/2012	All issues resolved, waiting on agreement and plan from Rich
2/7/2012	Township Executed Agreement on 1/17.
3/6/2012	Rich is working on permit plans. Deposit in escrow. Still in feasibility period.
4/3/2012	Permit plans have been submitted. The need to submit some additional info before permit can be issued. Both court cases have been dismissed.
5/1/2012	Need to select color.

EAST GOSHEN TOWNSHIP

ACTION ITEM

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

Rick Smith

From: Adam Brower <Abrower@ebwalshinc.com>
Sent: Thursday, April 26, 2012 1:58 PM
To: Rick Smith
Subject: Hershey Mill Dam Update

Rick:
So that you can update the Board on progress for getting permitting ready, the following is where we stand:

- The geotechnical engineer is scheduled to perform soil testing tomorrow (weather pending) to determine the subgrade bearing strength for the new fill on top of the berm.
- They are set up to perform the initial structural design as soon as the testing is completed.
- We hope to have a preliminary design ready for presentation by May 9th.

Let me know if you have any questions.
Adam

HMD

Rick Smith

From: [REDACTED]
Sent: Thursday, April 26, 2012 3:38 PM
To: 'Rick Smith'
Subject: RE: Hershey Mill Dam Update

Rick,
We are waiting until we get the elevation showing the secondary emergency spillway rendering/photo shopped picture for our flyer. I think Adam is close to having it done.
Neil

From: Rick Smith [REDACTED]
Sent: Thursday, April 26, 2012 2:47 PM
To: [REDACTED]
Subject: FW: Hershey Mill Dam Update

Neil

Any update?

rick

From: Adam Brower [REDACTED]
Sent: Thursday, April 26, 2012 1:58 PM
To: Rick Smith
Subject: Hershey Mill Dam Update

Rick:
So that you can update the Board on progress for getting permitting ready, the following is where we stand:

- The geotechnical engineer is scheduled to perform soil testing tomorrow (weather pending) to determine the subgrade bearing strength for the new fill on top of the berm.
- They are set up to perform the initial structural design as soon as the testing is completed.
- We hope to have a preliminary design ready for presentation by May 9th.

Let me know if you have any questions.
Adam

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

Post Retirement Medical Benefits

No:

ADM 11-16

List Date:

2/17/2011

Completed Date:

Description:

Determine how to finance Post Retirement Medical Benefits for WEGO

Date	Action
6/7/2011	We can utilize the same process that the Police Commission uses. The Commission currently deposits \$66,000 a year to this fund. You just need to create by resolution a separate fund that would be held in East Goshen Township's name. . The question is "how much do you want to deposit to the fund. annually?". We are responsible for ~56% of the liability.
6/14/2011	We had a report done as of the end of 2010. Te Commission's liability as of 12/31 is \$5,111,714. We are currently pay. We would need to contribute 56% of \$852,849 if we wanted to satisfy the liability in 10 years, 56% of \$599,80 if we wanted to satisfy it in 20 years and 56% of \$520,652 if we went with 30 years.
7/26/2011	Solicitor has drafted the trust agreemtent and needs to discuss with Rick prior to forwarding to the BOS
8/9/2011	Review trust agreement and ordinance
8/16/2011	Review second draft of the trust agreement and ordinance
9/6/2011	Ordinance hearing on 9/6/11. Need to select trustees, execute agreement and hire a fund manager.
9/6/2011	Ordinance adopted.
10/4/2011	See attached
11/1/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager
12/6/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager
1/10/2012	The Pension Committee will meet on Wednesday. Recommendation will be on the 1/17 BoS agenda. On 1/17 the Bos tabled action on reccommendation and requested the committte to consider stop loss insurance

2/7/2012	The Pension Committee Recommendation
4/3/2012	The Pension Committee is reviewing Investment Policy Statement
5/1/2012	The Pension Committee is expected to execute Investment Policy Statement on 5/2

EAST GOSHEN TOWNSHIP ACTION ITEM

Item:

TAG Action List

No:

ADM 10-22

List Date:

12/7/2010

Completed Date:

Description:

Complete action items on TAG list

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

TAG Recommendation Summary

4/3/12

ID	Item	Votes	Board Member	Staff Member	Due Date	Comments
9	Implement a Fully Integrated Cost Accounting System (108)	2	Senya/Marty	Deb	3/31/2011	Accounts are in budget/apyroll
2	Merit Compensation	1		Rick	6/30/2011	Revised RFP on 5/1 agenda
15	Assess/Replace HVAC System (95)	4	Carmen	Rick	6/30/2011	Working on loan application
18	Work with Adjoining Townships for IT Support (116)		Don	Rick	6/30/2011	WCACOG conducted a survey - Reviewing info on Cloud
3	Minimize Community Vacancy		Senya	Mark G.		Created CDC

24	Police Negotiations					
26	Two Tier Wage & Benefits Scale for Police Officers (120)			Rick	1/1/2012	Contract up 12/13
14	Solar Array (94)			Rick	1/1/2012	Review and discuss. Could be improved upon.
39	Maintain Ownership of Wastewater Treatment Plant (85)	2	Marty	Rick	1/30/2012	Back burner. Revisit in 6 mths
						On hold until all PS projects are done

Completed items have been removed

4/26/2012

16a

Memo

To: Board of Supervisors
From: Nancy Scheiderman
Re: Request for Information
Date: April 25, 2012

Quarterly Report Jan – Apr 2012

65 requests for information were received. The information requested breaks down into the following categories:

- 42 – Emails and correspondence regarding Park & Rec resignations
- 2 - Environmental issues
- 1 – EGT Code regarding decks
- 6 – Permits
- 1 – Minutes and Zoning Hearing regarding Malvern Institute
- 1 – Township financial records for 2011, 2012
- 1 – 1038 Hershey Mill Rd
- 2 – 2011 ABC Appreciation Event & Park & Rec Ord (to disband P&R Board)
- 4 - 2008, 2009, 2010, 2011 ABC Appreciation Event
- 1 – Applebrook Park – Declaration of Covenants, Conditions and Restrictions
- 1 – Equipment invoices
- 1 - Equipment purchased
- 1 – Park Ord - Invoices for legal, advertising, stenographic
- 1 – 2011 ABC Appreciation Event & Park Ord