AGENDA
EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS
Tuesday June 5, 2012

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 May 15, 2012 on a police matter.
    b. The Board will interview Frank Senatore for vacant auditor position
7. Public Hearing
8. Police/EMS Reports
9. Financial Report
10. Old Business
    a. Community Day Update
    b. Friends of East Goshen Township Update
    c. Consider Jon Altchul's recommendation for Job Classification and Compensation Study Consultant
    d. Review Jon Altchul's EGT Sewer Rate Methodology memo
    e. Consider Mark Gordon's recommendation for Comprehensive Plan Consultant
    f. Review 1st draft of Billboard Ordinance Amendment
11. New Business
    a. Consider request for a traffic signal at Airport Road & Wrights Lane
12. Any Other Matter
13. Approval of Minutes
    a. May 15, 2012
14. Treasurer's Report
    a. Report – May 31, 2012
15. Review Action List
16. Correspondence, Reports of Interest
    a. Acknowledge Elena Coarse's resignation from the Commerce Development Commission
    b. Acknowledge Mark Miller's Monthly Report for May
17. Dates of Importance

June 02, 2012	Historical Commission - Civil War Event "Women on the Home Front" Rte 352 & E Boot Rd	11-4:00 PM
June 05, 2012	Board of Supervisors	7:00 PM
June 06, 2012	Pension Committee	1:00 PM
June 06, 2012	Planning Commission	7:00 PM
June 07, 2012	Farmer's Market	3-7:00 PM

June 07, 2012	Park Commission	7:00 PM
June 11, 2012	Municipal Authority	7:00 PM
June 13, 2012	Long Range Planning Session	9-12:00 PM
June 13, 2012	Conservancy Board	7:00 PM
June 14, 2012	Farmer's Market	3-7:00 PM
June 14, 2012	Historical Commission – Cancelled	
June 18, 2012	Commerce Dev Commission	7:00 PM
June 19, 2012	Board of Supervisors – CU Hearing Goshen Meadows 1325 West Chester Pike	7:00 PM
June 21, 2012	Farmer's Market	3-7:00 PM
June 21, 2012	Historical Commission ws	7:00 PM
June 23, 2012	EGT Community Day - EGT Park Rain date is June 24	5:00 PM
June 26, 2012	Applebrook Golf	
June 27, 2012	Friends of EGT 501c3	7:00 PM
June 28, 2012	Farmer's Market	3-7:00 PM

Fall 2012 Newsletter:

Aug 1, 2012	Article Due Date
Oct 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.

Memo

To: Board of Supervisors
From: Jon Altshul
Re: Compensation RFP
Date: May 24, 2012

We received five responses to the Job Classification and Compensation Study and Analysis RFP prior to the May 17th deadline. All five of the responding firms had bid on the original RFP. My recommendation is that we award the contract to the Peter R. Johnson Company. My comments about all five proposals are below:

Ackley Consulting Group; West Chester, PA

- Cost: $25,000, plus expenses (including use of a laptop) for Phase I; $65/hour for phase II
- No experience with compensation studies for Pennsylvania municipalities
- Not fully responsive regarding proposed work plan

Hay Group; Philadelphia, PA

- Cost: $53,000-$61,000 (estimated, actual costs based on billable hours)
- Has worked with many local government entities, including Chester County, but all government entities are substantially larger than East Goshen
- Very established, global consulting group with strong name recognition
- Clear work plan

Peter R. Johnson Company; West Chester, PA

- Cost: $12,400-$14,200 (lower cost applies if no unexpected issues arise; higher cost is a hard ceiling)
- 30 years of experience, including with a handful of local government entities in Pennsylvania, such as the Borough of Malvern
- Generally strong references
- Clear work plan

Public Sector Personnel Consultants; Columbus, OH (with affiliate offices throughout U.S.)

- Cost: $15,000
- PSPC was spun off from Hay in 1982
- Substantial experience with a number of PA municipalities, and many other municipal governments throughout the US.
- Clear work plan

Waters Consulting Group; Dallas TX (offices in Austin and Cleveland)

- Cost: $15,275 (potentially less if meetings are conducted via GoTo Meetings)
- About 75 compensation studies for local governments over the past 5 years, although none were for Pennsylvania municipalities.
- Clear work plan

Analysis

The costs for The Peter R. Johnson Company, Waters Consulting Group and Public Sector Personnel Consultants were all similar, although Peter R. Johnson was the lowest by as much as a couple thousand dollars. All three of these firms provided clear work plans that appeared to be consistent with both industry standards and the scope of work in our RFP.

Given the slightly lower costs and the logistical benefits of working with a local firm, I checked Peter R. Johnson's references, which were positive, particularly from Malvern Borough and the Valley Forge Sewer Authority. I also conducted a pre-decisional interview with Mr. Johnson and Robin Drew, Vice President, and found them to be highly responsive, experienced and knowledgeable about both the township and the Chester County economy. For these reasons, I recommend awarding the contract to the Peter R. Johnson Company.

Memo

To: Board of Supervisors
From: Jon Altshul
Re: EGT Sewer Rate Methodology
Date: May 24, 2012

This memo responds to your request for information regarding East Goshen's sewer rate methodology. On pages 7 & 8, I have proposed three items for your consideration.

Current rate methodology:

In setting sewer rates, East Goshen Township distinguishes between fixed and variable costs related to sewer operations to determine what expenses should be incorporated into the $26.15/quarter "fixed" or flat rate and what should be incorporated into the $7.97/thousand gallon variable rate.

A breakdown of these expenses from the 2012 budget is provided below (note: "CC" refers to Chester Creek; "RC" to Ridley Creek; and "STP" to Sewage Treatment Plant):

Sewer Fund Line Items Classified as FIXED	'12 Budget
0710 - TRANSFER TO SINKING FUND	160,000
1400 - ADMIN. WAGES	105,000
3730 - ADMIN. - BLDG. OVERHEAD	97,766
4500 - R.C. - STP - CONTRACTED SERV.	90,000
3500 - ADMIN. - INSURANCE	79,000
3140 - ADMIN. - LEGAL	25,000
4500 - LOCHWOOD - STP - CONTR. SERV.	20,000
2510 - C.C. METERS - VEHICLE OPER.	16,043
1400 - C.C. METERS - WAGES	14,000
3700 - C.C. METERS - MAINT. & REPRS.	7,100
3000 - ADMIN. - GENERAL EXPENSE	5,000
3250 - ADMIN. - POSTAGE	4,000
2600 - ADMIN. - COMPUTER EXPENSES	500
2700 - MISCELLANEOUS EXPENSE	-
0711 - ADDL TRF TO SINKING FUND ($160K)	-
3100 - ADMIN. - PROFESSIONAL SERV.	-
3110 - ADMIN. - AUDITING	-
3400 - ADMIN. - PRINTING	-

Sewer Fund Line Items Classified as VARIABLE	'12 Budget
3850 - W.G. - OPER & MAINT.	683,375
7230 - DVRFA - INTEREST ON $9,500,000 LOAN	346,143

4500 - CONTR. SERV. SUMMIT HOUSE	293,088
7220 - DVRFA - PRINCIPAL PMT ON $9,500,000	273,000
3600 - R.C. - STP - UTILITIES	125,000
7200 - DVRFA - DEBT SERV. - UPGRADE	70,000
4510 - CONTR. SERV. CIDER KNOLL	66,048
3702 - C.C. COLLEC. - MAINT. & REPR.	63,750
2440 - R.C. - STP - CHEMICALS	56,000
3700 - R.C. - STP - MAINT. & REPAIRS	49,500
3704 - C.C. COLLECT. - MAINT & REP - I&I	40,000
1400 - R.C. - STP - WAGES	35,000
4502 - R.C. - SLUDGE - CONTRAC. SERV.	25,000
7210 - DVRFA - INTEREST - UPGRADE	24,931
3851 - W.G. - LEASE RENTAL	20,472
1402 - C.C. COLLECTION - WAGES	20,000
3602 - C.C. COLLECTION - UTILITIES	16,800
1401 - R.C. - COLLEC. - WAGES	12,000
2510 - R.C. - STP - VEHICLE OPER.	12,000
3601 - R.C. - COLLEC. - UTILITIES	11,000
3702 - R.C. - COLLEC. - MAINT. & REP - I&I	11,000
3600 - LOCHWOOD - STP - UTILITIES	10,143
2512 - C.C. COLLEC. - VEHICLE OPER.	10,000
3701 - R.C. - COLLEC. - MAINT. & REPR.	10,000
1400 - LOCHWOOD - STP - WAGES	10,000
3700 - LOCHWOOD - STP - MAINT. & REPR.	8,200
4520 - CONTR. SERV. MALVERN INSTITUTE	8,000
1404 - C.C. COLLECTION - WAGES I&I	7,500
1402 - R.C. - COLLEC. - WAGES - I&I	6,000
2511 - R.C. - COLLEC. - VEHICLE OPER.	5,700
2514 - C.C. COLLECT. - VEH OPER - I&I	5,000
2600 - R.C. - STP - MINOR EQUIP.	4,500
2510 - LOCHWOOD - STP - VEHICLE OPER.	4,500
1403 - C.C. INTERCEPTOR - WAGES I&I	4,000
2440 - LOCHWOOD - STP - CHEMICALS	3,500
3701 - C.C. INTERCEPT. - MAINT. & REP	3,250
2513 - C.C. INTERCEPT. - VEH OPER - I&I	3,000
5000 - LOCKBOX FEE	2,700
2512 - R.C. - COLLECT. - VEH. OPER. - I&I	2,600
3600 - C.C. METERS - UTILITIES	2,103
7440 - C.C. STP - CAPITAL	1,458
2511 - C.C. INTERCEPT - VEHICLE OPER.	1,000
3703 - C.C. INTERCEPT. - MAINT & REP - I&I	1,000

1401 - LOCHWOOD - COLLEC. - WAGES	1,000
3701 - LOCHWOOD - COLL. - MAINT. & REPR.	1,000
3702 - LOCHWOOD - COLLECT. - MAINT. & REP. - I&I	1,000
1401 - C.C. INTERCEPTOR - WAGES	700
3601 - C.C. INTERCEPT - UTILITIES	500
1402 - LOCHWOOD - COLLECTION - WAGES - I&I	500
2511 - LOCHWOOD - COLL. - VEHIC. OPER.	300
2512 - LOCHWOOD - COLLECT. - VEH OPER. - I&I	250
2600 - LOCHWOOD - STP - MINOR EQUIP.	250
2602 - C.C. COLLEC. - MINOR EQUIP.	-
3102 - C.C. COLLEC. - PROF. SERVICES	-
4502 - C.C. COLLEC. - CONTR. SERV.	-
3103 - C.C. INTERCEPT - PROF SERV I&I	-
2601 - R.C. - COLLEC. - MINOR EQUIP.	-
3100 - R.C. - STP - PROF. SERVICES	-
3101 - R.C. - COLLEC. - PROF. SERVICES	-
7410 - R.C. - STP – CAPITAL	-
2601 - LOCHWOOD - COLL. - MINOR EQUIP.	-

Analysis:

As summarized above, fixed costs cover the personnel, general administrative, and proportionate building overhead costs of sending out bills and maintaining customer accounts, as well as a handful of public works and general sewage treatment costs, such as the cost of our contract with Scott Towler and well as the cost of reading and maintaining the Chester Creek meters, which would have to be done regardless of sewage flow levels. Meanwhile, the variable costs generally—but not necessarily, as noted below—represent costs that are proportionate to sewage flow, the most notable being our contract with West Goshen, for which we are billed exclusively based on our flows into its system.

However, some of the large variable costs are really fixed costs. In particular, debt service—which is included in the variable cost category, and for which the sewer fund directly pays $714,074—is generally considered to be a fixed cost. That is, we are liable for repayment of those loans regardless of the amount of sewage flows in a given year. However, there is another way to think about variable and fixed costs—user equity. If, for example, debt service was reclassified as a fixed cost, the quarterly flat rate would more than double to about $56/quarter. This level of increase is arguably unfair to a household that makes relatively little use of the sewer system, because the smaller user is making relatively less use of the financed facility than the larger user. Thus, perhaps a better way of distinguishing between fixed and variable costs might be by asking "is it fair that smaller users pay the same amount for this service as larger users?" By this measure, debt service is legitimately a variable cost.

By contrast, Infiltration and Infow (I&I), which is currently classified as a variable expense, might reasonably be reclassified as a fixed expense under this logic. I&I is intended to prevent groundwater

from entering our sewer lines and eventually being treated, which necessarily drives up our costs. However, the amount of groundwater entering our system is unrelated to how much water an EGT resident or business uses. In this sense, all users should be equally responsible for I&I expenses. Reclassifying the $80,000 that we budgeted for I&I in 2012 would cause the fixed rate to increase by about $3.35 to roughly $29.50 per quarter and the variable rate to decrease by $0.26 per thousand gallons to $7.71.

At the margins, there are probably a handful of other variable expenses that could be reclassified as fixed expenses, none of which represent a significant amount of money. For example, we budget $2,013 per year for utilities expenses related to the Chester Creek meters. These utilities costs are likely to the same regardless of system usage—the meters require the same amount of electricity regardless of the sewage flows passing through them. Beyond that, there may be a few random variable expenses that are currently aggregated with larger variable expense line items—e.g. maintenance and repair costs related to I&I—but, as a practical matter, it is likely too complicated to break those individual costs out for the purpose of rate setting or budgeting in general.

Multi-Family Developments

A strong argument could be made that the township's policy of billing multi-family developments is highly inequitable in that we treat all residents of these properties as if they use an equal amount of sewer (see **Appendix A** for more information on how multi-family developments are billed). Unfortunately, there is not a simple solution to this problem. For example, billing residents of these properties based on a proxy variable for sewer use, such as the number of people living in each dwelling, would be an administrative nightmare and would likely create more problems than it would solve. The only fair solution would be if all residents installed submeters to their units. If that happened, the township could bill each homeowner's association for all sewer use at the property and then leave it to the homeowner's association to allocate the bill among the various units based on the submeter readings. However, this solution is also likely to cause many more administrative problems than would be remedied, as we would essentially put homeowner's associations in the position of being meter readers, bill collectors and accountants.

That said, it is worth noting the tremendous subsidies that the township—and by extension East Goshen ratepayers— pays on behalf of the residents of Summit House and Cider Knoll, costs that are classified as variable costs, but arguably should be fixed as well. Sewage from both of these properties flow into the Westtown system, but East Goshen bills these properties for their metered use at East Goshen's sewage rates. Westtown then bills East Goshen for the cost of the sewage from these two properties. Because Westtown's sewer rates are substantially higher than East Goshen's, we end up paying Westtown substantially more than we receive from Summit House or Cider Knoll—about $148,000 more for Summit House and $15,500 more for Cedar Knoll.

Ultimately, this issue is not primarily a matter of East Goshen losing money. Westtown cannot legally bill property owners outside of its jurisdiction for sewer and it is probably unfair to ask Summit House or Cider Knoll residents to pay higher rates than other residents in multi-family developments. Moreover,

the township does not provide road maintenance for either development, meaning that while sewer ratepayers may subsidize Summit House and Cider Knoll for sewer, taxpayers from Summit House and Cedar Knoll partially subsidize the rest of the township for roads.

Instead, it is an issue of whether what we pay to Westtown for these two properties should be a fixed or variable cost. Currently, we consider the total amount that we budget to pay Westtown on Summit House ($293,088) and Cider Knoll's ($66,048) behalf to be variable costs—and indeed these amounts are variable in that they are theoretically dependent on actual sewage flows, irrespective of the fact that, as explained below, Westtown bills all residential properties a flat amount for sewer. However, if one considers the cost from an equity standpoint—that is, should larger users pay the same amount as smaller user—one might reasonably conclude that all residents should bear this cost proportionately. In other words, it is simply a price that East Goshen residents all pay for having a corner of the township with sewage flows to Westtown and thus should be fixed for all users. To be more precise, one might argue that only the difference between what we pay Westtown and what we receive from Summit House and Cider Knoll owners should be a fixed price—or $163,500 total. Meanwhile the remaining $195,636—i.e. the equivalent East Goshen costs for those levels of sewage flows—should be variable. For perspective, reclassifying $163,500 as a fixed cost would increase our flat rate by $6.85 per quarter.

Finally, there is another smaller, but still significant issue that should be addressed with Westtown as part of the 2013 budget process. In addition to the inter-jurisdictional agreement with Westtown, we also charge Westtown $965.32/per quarter for administrative services in providing bills and customer service for Summit House and Cedar Knoll. While this amount is relatively negligible, it has not been updated in recent memory, and it is unclear precisely how the number was originally calculated.

Comparison With Nearby Municipalities

East Goshen, Willistown, West Chester Borough and Malvern Borough are unique among area municipalities in that residential sewer bills are based on metered water consumption (an overview of how we set rates in East Goshen is provided in **Appendix A**). All other nearby jurisdictions impose a flat fee for sewer bills, which clearly violates the principle that residents should be billed in proportion to system use. Thus, there is no incentive in these municipalities to conserve water—at least from the standpoint of sewer bills. It also leads to a cross-subsidization of the sewer system by small users for the benefit of larger users.

In addition, many of these jurisdictions charge different, usually higher sewer fees or rates for commercial accounts than they do for residential accounts. Because the size of businesses is much more variable than the size of houses—e.g. Synthes or QVC is proportionately much larger compared to The UPS Store than a 6-bedroom house is to a 2-bedroom bungalow—these sewer rates are generally variable based on actual water consumption. In some cases, however, crude estimates of sewer usage are developed based on other variables. For example, East Whiteland charges businesses for sewer based on their number of employees, which creates a bizarre race-to-the-bottom as many businesses there drastically underreport their employees to cut costs.

As noted above, Malvern, West Chester and Willistown base sewer bills on actual water consumption. Like East Goshen, Malvern bases its sewer rates on the average of the previous 4th and 1st quarter actual metered water use. However, Malvern's rate structure is slightly different than our own in that its flat rate of $95 per customer covers not only fixed costs, such as administrative overhead and billing, but also the first 5,000 gallons of metered consumption. Thus, a household with 1,000 gallons of consumption would receive an identical bill as a household with 5,000 gallons. Any consumption over 5,000 gallons is levied a variable rate of $4/thousand gallons. Meanwhile, Willistown's flat rate covers the first 10,000 of water consumption, although unlike either Malvern or East Goshen, Willistown measures sewer use on all four quarters of water usage, net of any consumption recorded by submeters to pools or irrigation systems. West Chester, which bills monthly, charges a flat fee of $22 for the first 2,000 gallons of consumption and $5.80 per thousand gallons beyond that. For perspective, the average single family home in East Goshen is billed for a bit more than 14 TG/quarter, suggesting that the majority of West Chester, Malvern and, to a lesser extent, Willistown residents pay more than the flat fee.

Malvern and Willistown's rate structures would therefore provide predictability to households that tend not to use much water/sewer, such as one or two-person households or those who maintain a residence in Pennsylvania for only part of the year. That said, because it's not truly a variable rate, an argument could be made that both municipalities' rate structures are less equitable than our own. In addition, Willistown's structure, which puts the burden on homeowners to install submeters is arguably somewhat regressive—i.e. it hurts lower income residents disproportionately—in that residents with irrigation systems (and submeters) are not charged for sewer, but those that use sprinklers or garden hoses to water lawns and gardens are charged.

A summary of sewer rates in adjacent and/or nearby jurisdictions is provided below:

Municipality	Residential Rate	Commercial Rate
Westtown	• $155, $172 or $191 per quarter based on place of residence. • The Twp is broken into the Westtown Chester Creek District ($172/quarter) and the West Goshen Sewer District ($172/quarter), which has 4 subdistricts, with flat rates of between $155 and $191/quarter.	• Generally a flat rate of $160-$400 depending on type of business. • However, restaurants, hotels, hospitals & schools are charged based on the number of employees, rooms, patients & pupils, respectively
West Goshen	• $65 per quarter	• Flat rate for selected businesses (e.g. gas stations). • Hotels, hospitals & schools based on number of rooms, patients & pupils, respectively • Other businesses generally pay a flat rate of $80-$108.75 per quarter plus $4.35/TG after the first 20 TG
East Whiteland	• $80 per quarter	• Based on number of employees.

		• Every 10 employees equals one equivalent dwelling unit
West Whiteland	• $220 per year (billed once annually)	• $220 annually per 2,000 sqft
Malvern Borough	• $95 flat fee per quarter (covers administrative costs plus first 5 TG) • $4.00/TG for any consumption beyond 5 TG • Sewer consumption determined based on average 4th and 1st quarter water use	• Same as residential
Willistown	• $135.74 per quarter (covers administrative costs plus first 10 TG) • $5/TG for any consumption over 10 TG • Properties in low pressure areas also charged an annual grinder pump maintenance fee of $60.94. • Based on 12 months of water meter readings, although many properties have a submeter to swimming pools/irrigation systems, which are deducted from their consumption for the purpose of sewer bills	• Same as residential
West Chester Borough	• First 2,000 gallons: $22 • $5.80 per 1,000 gallons thereafter • Billed monthly	• Same as residential
Tredyffrin	• $250 per year (billed annually)	• $250 per 3,550 sqft (billed annually)

Issues for Consideration by the Board of Supervisors:

1) **Should I&I be treated as a fixed cost?**
   - I&I is a fixed cost that is not related to system use. Currently larger users subsidize I&I expenses for smaller users.
   - Reclassifying the $80,000 that we budget for I&I as a fixed cost would cause the fixed rate to increase by about $3.35 to roughly $29.50 per quarter and the variable rate to decrease by $0.26 per thousand gallons to $7.71.

2) **Should the difference between what we receive in sewer payments from Cider Knoll and Summit House and what pay Westtown on their behalf be classified as a fixed cost?**
   - Should large users subsidize unavoidable costs that the township incurs as a result of a geographical inconvenience or is this a "price" that all EGT customers should bear equally?

- Reclassifying this $163,500 as a fixed cost would increase the fixed rate by $6.85 per quarter to $33.00 per quarter and decrease the variable rate to $7.45 per quarter

3) **Should the fixed rate cover a certain minimum amount of water consumption, as in West Chester, Malvern and Willistown?**
   - Somewhat inequitable, but allows for consistency in sewer bills for one or two family households and/or part-time residents.
   - What is the appropriate level of water consumption that should be included in the flat rate?

Appendix A—Current EGT Sewer Rate Methodology

- The variable rate ($7.97 per TG) is calculated slightly differently for commercial properties than it is for residential properties.
    - **Commercial properties consumption** is based on the average of the past five quarters of water use (e.g. 2012 rates based on all four quarters of 2011, plus 1st quarter 2012), the logic being that commercial properties don't have swimming pools or irrigation systems and thus have stable water consumption throughout the year.
        - Cooling towers are sub-metered and not included in readings
        - Commercial consumption is indeed flat through year

2011 commercial water consumption

2011 Q1	2011 Q2	2011 Q3	2011 Q4
12.86 MG	11.94 MG	12.43 MG	12.05 MG

        - One important exception is the Malvern Institute, whose sewer flows go to the East Whiteland system. We charge them a single fixed rate. East Whiteland in turn bills EGT for Malvern Institute's usage based on East Whiteland's rates (approximately $4.90/TG), which we pay and then recharge Malvern Institute the same amount.
    - **Residential consumption** is based on the average of the 4th quarter of the previous year, plus the 1st quarter of the current year
    - 4th quarter and 1st quarter consumption at five multi-family properties (Cider Knoll, Summit House, Highspire, Steeplechase, Rose Hill, Goshen Valley)—are averaged and then divided by the number of units. Each of these units are charged the regular fixed rate, plus the same average variable amount as other all the other units in the respective developments.
    - However, sewage flows at two of these properties (Summit House and Cider Knoll) actually flow to Westtown. While residents pay the cheaper East Goshen rates to East Goshen, we are recharged by Westtown for these properties' flows at Westtown's higher rates. As a result, East Goshen provides a considerably subsidy for sewage service at these two properties. At Summit House, this subsidy (the difference between what we pay Westtown and what Summit House residents pay us) is about $37,000/quarter or $148,000 per year. At Cider Knoll, the subsidy is about $15,500 per year.
    - These subsidies are partially offset by a flat $965.32/per quarter recharge fee that we charge Westtown for administrative services in providing bills and customer service. While this amount is relatively negligible, **it has not been updated in recent memory, and should be revisited as part of the 2013 budget process**.

Adjustments:

- In order to calculate sewer rates, we also assume that 2% of sewer billings will not be collected and deduct the other sewer operating fund revenue from the revenue requirement.
- "Other" revenue includes late penalties, interest, lien fees, transfers from the municipal authority for 28% of the debt service on the 1998 note, and miscellaneous conveyance and pumping state operating expenses charged to adjacent municipalities.

Wells & Septic

- There are roughly 200 homes connected to the sewer system that get water from wells. Generally, these users are billed based on the average household metered consumption. However, 8 or 9 homes with wells have installed a meter on their well line, which the township reads at a cost of an additional $8/quarter
- There are 522 homes with septic systems. The only requirement that EGT imposes is that the septic systems be cleaned once every three years and these users pay the township $10 at that time. This money is deposited into the general fund.

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: 5/31/2012
To: Board of Supervisors
From: Mark Gordon, Township Zoning Officer MGG
Re: Comp Plan Update RFP Responses

Dear Board Members:

We have received 5 responses to the RFP for Profession Planning Consultants to write a Comprehensive Plan Update. The responses are very impressive and I'm sure any one of the five firms would do an excellent job.

The respondents and the cost of services are (listed by cost from highest to lowest):

1.	Simone Collins	$52,195
2.	Boucher and James	$51,440
3.	Thomas Comitta Associates	$49,000
4.	Brandywine Conservancy	$47,500
5.	Urban research and Development	$43,800

After reading the RFP's I believe that the best option for East Goshen Township is to use the Brandywine Conservancy as the consultant to prepare the Comprehensive Plan Update. Brandywine has the experience working with the CCPC and The VPP Grant Program and they are very local and very familiar with East Goshen Township and the challenges that East Goshen is facing currently and is also tuned into the trends of Chester County and the challenges that lay ahead for communities in the County.

Realizing that Brandywine has not provided the lowest cost of services for this project, this is a contract for Professional Services and the Township is not required to contract with the lowest qualified bidder. My recommendation is to begin conversations with Brandywine Conservancy and finalize an agreement so that they can begin preparing a VPP Grant for the August 15, 2012 deadline.

THE RFP SUBMISSIONS ARE AVAILABLE FOR PUBLIC REVIEW AT THE TOWNSHIP BUILDING.

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: 5/31/2012
To: Board of Supervisors
Cc: Planning Commission
From: Mark Gordon, Township Zoning Officer MG
Re: Billboard Ordinance Amendment

Dear Board Members:

Kristin, Rick, and I with input from our Traffic Engineer Dean Kaiser, have put together an ordinance for Billboards or "Off Premises Signs" to rectify what the Solicitor believed was too restrictive of an ordinance and could be subject to challenge.

The Current ordinance allows "Off Premises Signs" in the C-1 district only which has a total of 12 properties along the north side of West Chester Pike equaling approximately 1000 feet of road frontage on WCP.

Ordinance Summary:

- Changes the off premises sign use from an Accessory Use to a Conditional Use.
- Permits off premises signs to be erected in 4 zoning districts not just one.
- Increases the number of parcels where this use can locate from 12 to 28 along West Chester Pike and adds 13 more along Rt. 202.
- Increases the size of off premises signs along WCP from 50 s.f. to 75 s.f.
- The area of an off premises sign along Rt. 202 cannot exceed 300 s.f.
- Increases the maximum height from 14 feet to 25 feet.
- Definitions of LED and Animated signs have been added.

This ordinance does broaden the use of Off Premises Signs however it will increase the control we have of the use and protects the Township from potential challenges.

I've enclosed a few graphical representations for your review.

EAST GOSHEN TOWNSHIP

CHESTER COUNTY, PENNSYLVANIA

ORDINANCE NO. 129-E-2012

AN ORDINANCE OF EAST GOSHEN TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA, AMENDING CHAPTER 240 OF THE EAST GOSHEN TOWNSHIP CODE, TITLED, "ZONING" TO ADD DEFINITIONS FOR ANIMATED SIGN, LED SIGN AND TO AMEND THE REGULATIONS FOR OFF-PREMISES SIGNS.

BE IT ENACTED AND ORDAINED by the Board of Supervisors of East Goshen Township, Chapter 240 of the East Goshen Township Code, titled, "Zoning", shall be amended as follows:

SECTION 1. Section 240-6 shall be amended to add the following definitions:

ANIMATED SIGN- A sign with action or motion, flashing or color changes requiring electrical energy, light emitting diodes (LED) or other light sources as part of the sign or sign face.

LED SIGN- A type of animated sign which uses light emitting diodes, liquid crystal displays, or similar technologies to change the message of the sign.

SECTION 2. Section 240-22.E(5) shall be amended as follows:

"(5) All signs erected in any zoning district, except C-1, shall comply with the side yard requirements for the district. A freestanding sign, other than an off-premises sign, may be erected one foot from the side property line in the C-1 Commercial District."

SECTION 3. Section 240-22.K(2) shall be amended as follows:

"(2) Flashing, blinking, twinkling, animated or moving signs of any type, except those portions of the sign which indicate time and temperature, and except as permitted under Section 240-22W.

SECTION 4. Section 240-22.K(10) shall be deleted.

SECTION 5. Section 240-22.N shall be amended as follows:

"N. Height of signs. Except for off-premises signs,* no sign shall exceed the maximum height restriction for the particular type of sign structure and zoning district established below:

Type of Sign Structure	Residential Districts	Commercial Districts	Industrial and Business Park Districts
	Maximum Height (feet)**		
Freestanding	6	14	6
Wall	10	14	10***

* The height of off- premises signs shall be regulated by § 240-22.V.

** "Maximum height" shall mean the vertical distance measured from the average ground level immediately below a sign to the highest point of the sign and its supporting structure.

*** Wall signs on office buildings in the I-2 District may have a maximum height of 41 feet.

SECTION 6. Section 240-22.P(6) shall be deleted.

SECTION 7. Section 240-22 shall be amended by adding a new subparagraph (V), titled, "Off-Premises Signs" which shall provide as follows:

"V. Off-Premises Signs. Off-premises signs shall be permitted when authorized as a conditional use, subject to the following provisions:

(1) One off-premises sign shall be permitted on a lot as a principal use or as an accessory use on a lot which abuts West Chester Pike between Westtown Way and the Township's border with West Goshen Township and on a lot which abuts Route 202.

(2) The off-premises sign shall be set back from the edge of the existing right of way a minimum of ten feet.

(3) The maximum sign area for an off-premises sign shall be as follows:

(a) On a lot which abuts West Chester Pike between Westtown Way and the Township's border with West Goshen Township: 75 square feet

(b) On a lot which abuts Route 202: 300 square feet

(4) The maximum height of an off-premises sign shall be as follows:

(a) On a lot which abuts West Chester Pike between Westtown Way and the Township's border with West Goshen Township: 25 feet

(b) On a lot which abuts Route 202: 25 feet

(5) The off-premises sign shall be set back a minimum of 20 feet from all lot lines.

(6) No off-premises sign shall be erected within 200 feet of any other off-premises sign.

(7) If the off-premises sign is to have exterior lighting, a lighting plan must be submitted with the conditional use application which includes the following information:

(a) A site plan containing the layout of the proposed fixture locations and type.

(b) Catalog cuts and photometrics for each light fixture, the method of energizing each light fixture, a listing of the hours of operation and a plan showing the photometrics for the entire site based upon the proposed placement of the light fixtures. A description of glare reduction devices, lamps, wattage, control devices, mounting heights, pole and mounting methods, as appropriate for each fixture, should also be included.

(8) Off-premises signs shall be screened from any abutting property used or zoned for residential uses with a buffer planting screen. Such screen shall consist of evergreen trees of at least 15 feet in height at the time of planting that form a continuous visual buffer along or near the property line abutting the residential use or lot."

SECTION 8. Section 240-22 shall be amended by adding a new subparagraph (W), titled, "LED Signs" which shall provide as follows:

"W. LED Signs. LED signs may be used on the following types of signs subject to the regulations in this Section 240-22.W: (i) an off-premises sign along West Chester Pike between Westtown Way and the Township's border with West Goshen Township; (ii) an off-premises sign along Route 202; and (iii) on a wall sign or freestanding sign in the C-1 District.

(a) The message displayed on the digital off-premises sign shall be static and non-animated and shall remain fixed for a minimum of ten (10) seconds;

(b) The sign shall not display any message that moves, appears to move, scrolls, or changes in intensity during the fixed display period;

(c) The transition time between changes in the sign face or message shall be less than one second;

(d) The sign must be equipped with brightness controls which shall be used to reduce the intensity of the light based on outside light levels; and

(e) The digital LED display shall not have lighting that would compete with or distract from traffic signal lighting."

SECTION 9. 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 10. 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 11. 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

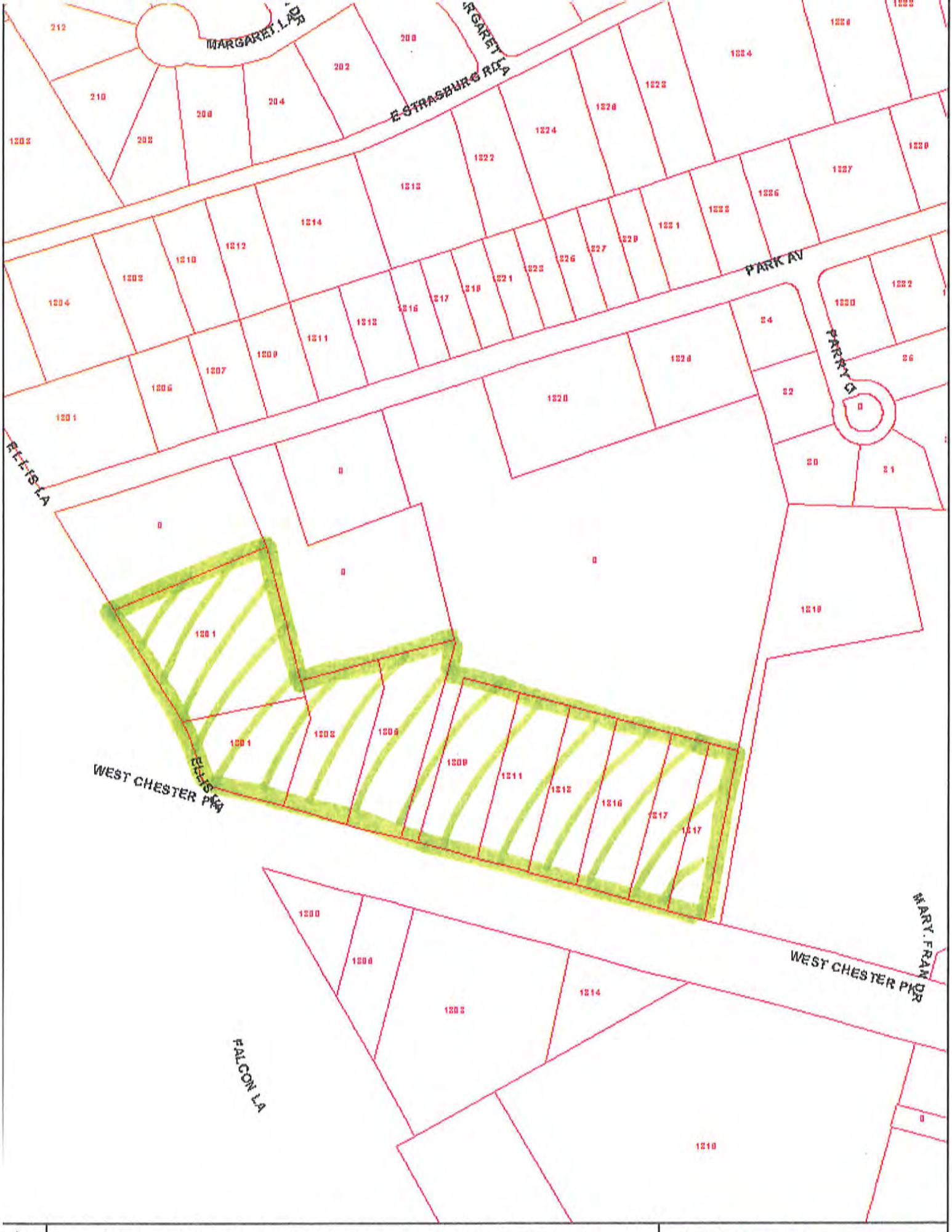
_____
Senya D. Isayeff, Chairman

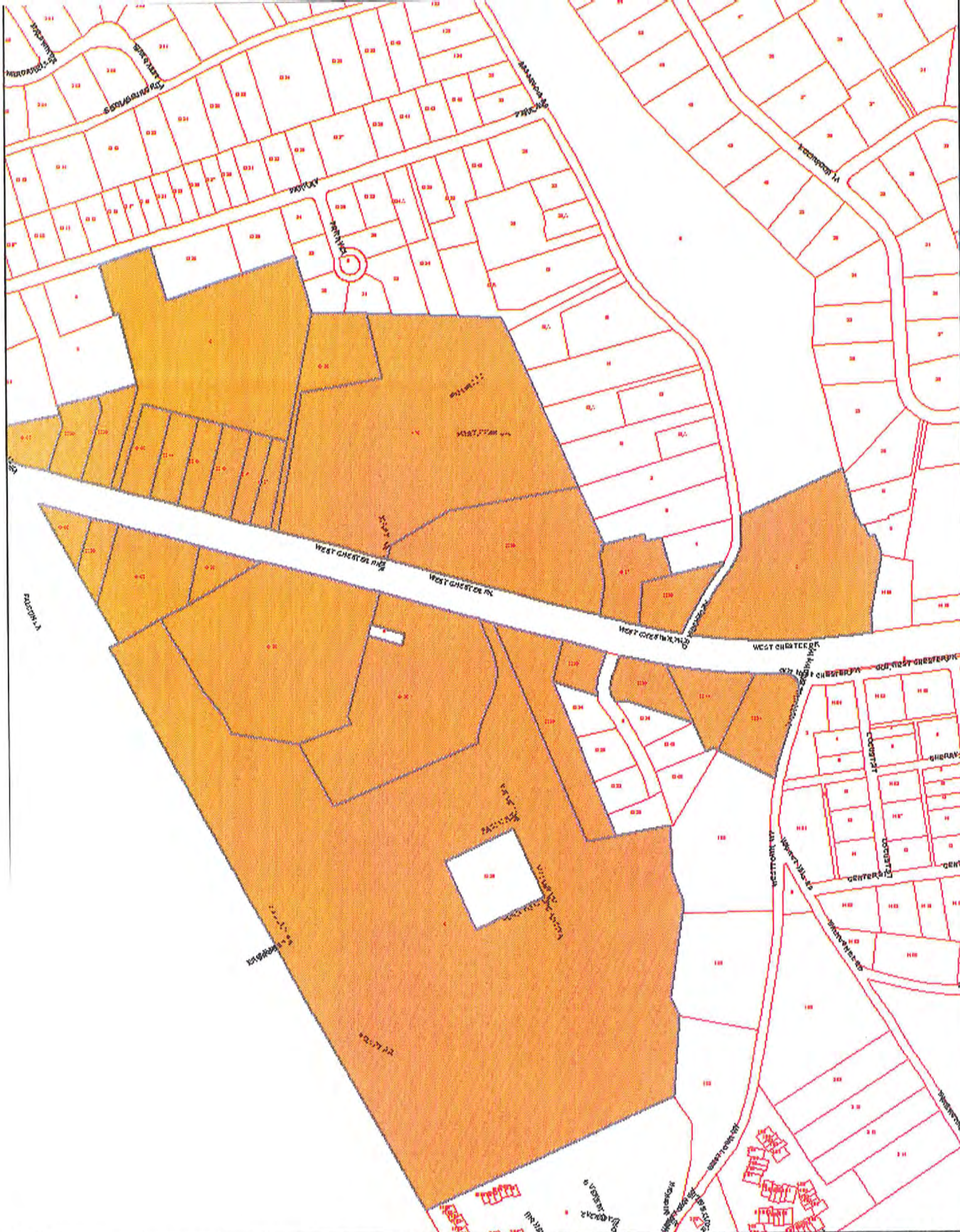
_____
Thom Clapper Ph.D, Vice-Chairman

_____
E. Martin Shane, Member

Carmen Battavio, Member

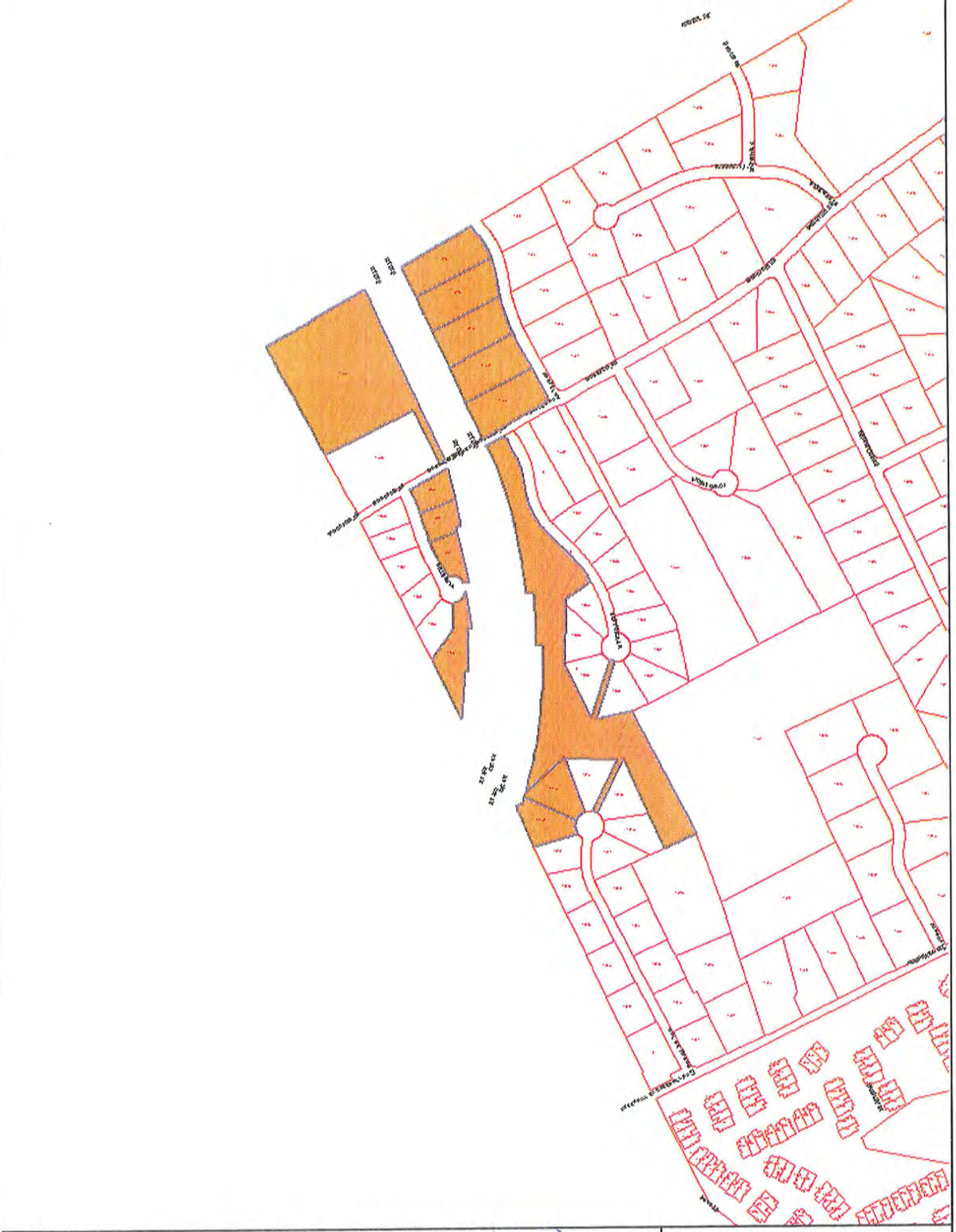
Charles W. Proctor, III, Esquire, Member


MARGARET LA
E STRASBURG RD
PARK AV
PARRY CT
ELLIS LA
WEST CHESTER PKE
FALCON LA
MARY FRAN DR
C-1 District - Off Premises Signs Permitted (CURRENT)
0
219
438 ft



properties which abut West Chester Pike (NEW)

0 424 848 ft



Properties which abut 202 (NEW)

0 485 970 ft

Parcels where Off Premises Signs are permitted (NEW)

0 3350 6700 ft

SYNTHES®

Synthes USA
1302 Wrights Lane East
West Chester, Pennsylvania 19380
Telephone 610-719-5000

May 11, 2012

RECEIVED
BY: _____
MAY 14 2012

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

Dear Rick:

As we discussed on the phone today, the traffic at the intersection of Wrights Lane and Airport Road has significantly increased since the newly constructed buildings on West Wrights Lane have been fully occupied. It's becoming extremely difficult and dangerous to make left-hand turns onto Paoli Pike from either direction and/or cross over the intersection on Wrights Lane.

Therefore, I would like to request that East Goshen Township look into the possibility of installing a traffic signal at the intersection of Wrights Lane and Paoli Pike.

Rick, thank you for your consideration and please feel free to contact me with any questions.

Sincerely,

Patricia C. Angelini
Corporate Project Manager
Synthes, USA

/a

Memo

East Goshen Township
1580 Paoli Pike
West Chester, PA 19380

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

Date: June 1, 2012
To: Board of Supervisors
From: Rick Smith Township, Manager
Re: Airport Road & Wrights Lane
Traffic Signal

We are in receipt of a request from Synthes to look into the possibility of installing a traffic signal at the intersection of Airport Road & Wrights Lane. A review of the Goshen Corporate Park Subdivision file indicates that a traffic signal was contemplated at this intersection and that the developer would fund its installation.

I would seem that the first step would be to have the traffic engineer conduct a study to determine if the applicable signal warrant(s) have been met.

Recommendation: Direct Orth-Rodgers to conduct a traffic study to determine if the signal is warranted.

F:\Data\Shared Data\Public Works Dept\Roads\Signs & Signals\Signals\Memo to BoS 060112.docx

AREA CODE 215
692-7171

EAST GOSHEN

BOARD OF SUPERVISORS
EAST GOSHEN TOWNSHIP

CHESTER COUNTY
1580 PAOLI PIKE, WEST CHESTER, PA. 19380

May 7, 1990

Mr. Timberlake M. Townes
Hough/Loew Associates, Inc.
750 Springdale Dr.
Exton, PA 19341

RE: Goshen Coporate Park-West

Dear Tim:

At their meeting on Tuesday, May 7, 1990, the Board of Supervisors unanimously approved the final subdivision plan for the Goshen Corporate Park-West, pending posting of the escrow. The approval was also conditioned upon the following.

1) Sewer capacity shall be allocated for each lot when each land development plan is submitted.

2) All lots shall access from the internal road(s).

3) The buffer area shall be completed on an individual lot basis.

4) The applicant shall follow through with the offer outlined in the applicant's letter of March 19, 1990.

The plans will be executed after the escrow has been posted.

If you have any questions, give me a call.

Sincerely yours,

Diane L. Collingwood
Administrative Secretary

dlc
cc: West Goshen Township
Planning Commission
Park & Recreation Board
Conservancy Board

Hough/Loew Associates, Inc.

Construction/Development/Architecture

DRAFTING
APR -5 1990
RECEIVED

March 19, 1990

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

RE: GOSHEN CORPORATE PARK – WEST
PENDING SUBDIVISION PLANS
OFF-SITE ROAD IMPROVEMENTS

Gentlemen:

East Goshen Township is currently reviewing the subdivision plans for the above referenced project. It is our hope that we will receive the Board's action in the near future and we thought it was appropriate at this time to confirm our offer of voluntary off-site road improvements connected with the subdivision and the subsequent land developments within the subdivision.

Based on the expeditious approval of our currently pending plans in a form substantially as submitted, we offer the following voluntary off-site contributions:

1. Hough/Loew will widen the east side of Airport Road by a minimum of 8 feet along the entire frontage of our property. This work will be completed in conjunction with other township improvements proposed for Airport Road.

2. Hough/Loew will contribute (or arrange for our clients to contribute) 50¢ per square foot for each building constructed within Goshen Corporate Park - West. This contribution will be made at the time of the issuance of a certificate of occupancy for each building and will be payable to East Goshen Township. The use of these funds is to be limited to road improvements within the township.

3. Hough/Loew will contribute 50% of the cost of the installation of a traffic signal at the intersection of Airport Road and Wilson Drive, up to a maximum of $30,000. This work will include only the signalization, and not the addition of any road improvements surrounding the intersection. These funds will be paid upon completion of the installation of the signal or upon request for payment from township by contractor, whichever first occurs.

4. Hough/Loew will construct the Airport Road improvements which we have proposed at our two entrances. These improvements will include the signalization of the intersection of Wrights Lane and Airport Road. These improvements will not include the addition of turn lanes or widening at the Ward Avenue entrance of Brandywine Business Park since this road does not service our development.

750 Springdale Drive Exton, Pennsylvania 19341 (215) 363-5585 Fax (215) 363-8771

It is our understanding that these will be the only off-site improvements requested by East Goshen Township for the complete development of Goshen Corporate Park - West, provided our uses are in accordance with the existing zoning applicable to our property. We hope that the Board will agree that the above improvements represent our fair share contribution and we look forward to proceeding with the project and implementing these improvements.

Thank you for your consideration and cooperation.

Very truly yours,

HOUGH/LOEW ASSOCIATES, INC.

Jack R. Loew

JRL:mad

cc: John Good

750 Springdale Drive Exton, Pennsylvania 19341 (215) 363-5585 Fax (215) 363-8771

EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
May 15, 2012 – 7:00pm
Draft Minutes

Present: Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper, and Supervisors Carmen Battavio, Marty Shane and Chuck Proctor. Also present were Township Manager Rick Smith and Jon Altshul, CFO.

Executive Session
The Board met in Executive Session from 5:30pm until 7:05pm to discuss a police labor matter.

Call to Order & Pledge of Allegiance
Senya called the meeting to order at 7:10pm and asked Malvern Fire Chief Neil Vaughn to lead the Pledge of Allegiance.

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

Recording of Meeting
No one indicated they would be recording the meeting.

Public Comment on Non-Agenda Items
None.

Chairman's Report
Senya announced that the Board met in Executive Session on May 1 to discuss a personnel matter. They also met in Executive Session earlier this evening to discuss a police labor matter.

Public Hearing – Ordinance to amend the Zoning Ordinance
The Board conducted a public hearing to consider adoption of an ordinance to amend the building height requirement for apartments in the Zoning Ordinance. Carmen moved to adopt the ordinance, Chuck seconded the motion. The Board voted unanimously to approve the motion. A court reporter was present and will provide a transcript of the proceeding.

Police Report
Police Chief John Dumond was present. He noted that the Department was currently investigating a burglary in Thornbury Township and a burglary and a home invasion in Westtown Township.

Goshen Fire Company Report
The report was not completed in time for the meeting.

Malvern Fire Company Report
Fire Chief Neil Vaughn reported that they responded to 25 fire calls in April.

Fire Marshal Report
There were no fires in East Goshen in April

Liberty Tower
The Board considered a recommendation from the Planning Commission to have the Liberty Tower painted Mountain Mist (PC 825). Marty moved to accept to recommendation and have the Liberty Tower painted Mountain Mist, Carmen seconded the motion. There was no public comment and the Board voted unanimously to approve the motion.

Londrillo Variance Application - 1603 Ivy Lane
Tommaso Londrillo advised that Board that he intended to plant three additional 18 foot trees and to relocate some of the already planted 14 foot tall Norway Spruces in order to further screen the building from the abutting properties.

Senya stated that the main issue was that Mr. Londrillo had constructed the new building without obtaining a permit and that his contractor had done him a dis-service by putting Mr. Londrillo in this position. Carmen echoed this sentiment and noted that all contractors needed to be licensed by the state.

Marty noted that Mr. Londrillo could have replaced the existing building that was destroyed when the tree fell on it with a building of the same size in the same location. He opined that Mr. Londrillo would have to make a case for a variance before the Zoning Hearing Board and made a motion that the Board of Supervisors takes no position on the application, Carmen seconded the motion.

Thom suggested that Mr. Londrillo should seek to recoup his expenses in this matter from his contractor.

Tom Cleaver, 118 Shandon Place stated that his property backs up to Mr. Londrillo's and that he was shocked by the size of the building.

Joan Sabrick, Shandon Place asked about the variance process. Marty explained the process and Chuck outlined the options available to the parties.

Louis Londrillo, the applicant's brother, reviewed the restrictions that the Planning Commission imposed with their recommendation.

Rick noted that if the building was reconstructed in a location that complied with the Zoning Ordinance that there was no requirement to screen the building. Senya reiterated that the main issue was that Mr. Londrillo had constructed the building without obtaining the required permit.

There were no additional comments and the motion to have the Board take "No Position" on the application was approved by a 3-2 vote.

CCATO Convention

Rick asked the Board to forward any suggestions that they had for the CCATO Business meeting in November.

ABC Education Training Session

The Board reviewed the outline prepared by Thom, Chuck and Rick. It was the consensus of the Board that Question 1 under Step 1 Survey should be deleted, that there be a two year limit for ABC Chairman and that the ABC membership be limited to the equivalency of two full terms. It was also suggest that the Township investigate the possibility of holding a Neighborhood University at Hershey's Mill.

Sign Ordinance

The Board reviewed the proposed revisions to the sign ordinance. It was the consensus of the Board that: 1) §240-22K(2) should be reworded, 2) they wanted to see photos of a 120 sq ft. shopping center sign, 3) the PC should check wording to ensure that Village Square is included in the shopping center section, and 4) the PC should double check the Summary Sign Chart 1.

Finance Report

Jon Altshul reported that as of April 30, the General Fund shows a favorable variance of $790,306, an improvement of $335,205 over the March variance.

Review of Minutes

The Board reviewed and corrected the draft minutes of May 1, 2012. Senya said the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for May 10, 2012.

The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of May 10 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Chuck seconded the motion. There was no discussion and the Board voted unanimously to approve the motion.

DRAFT

Action List

Billboard Ordinance – Rick reported the solicitor is drafting the amendment.
Sign Ordinance – This was discussed earlier in the meeting.
Cloud Computing – Burt is looking into the feasibility of posting agendas on the cloud.
Comp Plan – The RFP has been issued.
IT Committee – Rick reviewed the status of the implementation of the IT Committee recommendations.
Telecom Registration & Reporting – Rick advised the Township was proceeding with action against T-Mobile.

Correspondence & Reports of Interest

Senya acknowledged receipt of the following:

- Letter from Jackie Weber, 60 Line Road concerning issues with her property. Rick will provide the Board with a copy of the Township Engineer's report,

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment Period

There being no further business, the regular meeting was adjourned at 9:20pm.

Executive Session

The Board met in Executive Session to discuss a Police Labor matter until 10:15 pm.

Louis F. Smith, Jr.
Township Manager

Attachment: Treasurer's Report

DRAFT

May 10, 2012

TREASURER'S REPORT
2012 RECEIPTS AND BILLS

GENERAL FUND

		Accounts Payable	$292,309.66	
Real Estate Tax	$39,376.34	Electronic Pmts:		
Earned Income Tax	$541,292.12	Health Insurance	$0.00	
Local Service Tax	$10,255.24	Credit Card	$0.00	
Transfer Tax	$0.00	Postage	$0.00	
General Fund Interest Earned	$876.66	Debt Service	$0.00	
Total Other Revenue	$113,492.07	Payroll	$65,000.00	(2 Weeks)
Total Receipts:	**$705,292.43**	Total Expenditures:	**$357,309.66**	

STATE FUND

Interest Earned	**$0.92**	Expenditures:	**$0.00**

CAPITAL RESERVE

Interest Earned	**$238.61**	Expenditures:	**$16,495.50**

TRANSPORTATION FUND

Interest Earned	**$332.06**	Expenditures:	**$0.00**

SEWER OPERATING

Receipts	$157,816.05	Accounts Payable	$113,698.91
Interest Earned	$75.01	*Debt Service*	$0.00
Total Sewer:	**$157,891.06**	Total Expenditures:	**$113,698.91**

REFUSE

Receipts	$45,824.25		
Interest Earned	$60.23		
Total Refuse:	**$45,884.48**	Expenditures	**$61,014.77**

SEWER CAPITAL RESERVE

Interest Earned	**$365.11**	Expenditures	**$0.00**

EAST GOSHEN TOWNSHIP
ACTION LIST

New additions are in **bold**

#	Item	5-Jun-12 Date
ADM 11-15	Cell Tower	5-Jun-12
DPW 07-02	Hershey's Mill Dam	5-Jun-12
ADM 11-16	Post Retirement Medical Benefits	5-Jun-12
ADM 10-22	TAG Action List	5-Jun-12
PCZ 12-3	Billboard Ordinance	19-Jun-12
PCZ 11-6	Sign Ordinance	19-Jun-12
ADM 11-24	Cloud Computing	19-Jun-12
PCZ 12-01	Comp Plan	19-Jun-12
ADM 11-22	IT Committee Implementation	19-Jun-12
PCZ 09-01	Telecom Registration and Reporting	19-Jun-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. Color selected 5/15/12
6/5/2012	**Permit issued**

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	Submited grant application to Americn 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
6/5/2012	**Status report attached**

Rick Smith

From: Adam Brower <Abrower@ebwalshinc.com>
Sent: Thursday, May 31, 2012 5:29 PM
To: nbde@verizon.net; rsmith@eastgoshen.org
Subject: Re: Hershey Mill Dam

I received an update from the structural engr this morning. They are almost done their work. I will have a memo tomorrow am.

Sent from my BlackBerry Wireless Device

From: NBDe@verizon.net [mailto:nbde@verizon.net]
Sent: Thursday, May 31, 2012 04:56 PM
To: 'Rick Smith' <rsmith@eastgoshen.org>; Adam Brower
Subject: RE: Hershey Mill Dam

Hello Rick,
I am hoping the structural engineer will have an elevation
which can be illustrated used to show the "after" on our fund raising flyer.
Adam, How are we doing?
Neil

From: Rick Smith [mailto:rsmith@eastgoshen.org]
Sent: Thursday, May 31, 2012 4:38 PM
To: Adam Brower; NBDe@verizon.net
Subject: Hershey Mill Dam

Gentlemen.

If you could send me your updates for the Board meeting next week it would be appreciated.

Thanks

Rick

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	
6/14/2011	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 responsibile for ~56% of the liability. 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 satisify the liability in 10 years, 56% of $599,80 if we wanted to satisfy it in 20 years and 56% of $520,652 if we went with 30 years.
7/26/2011	Solicitor has drafted the trust agreemtent and needs to discuss with Rick prior to forwarding to the BOS
8/9/2011	Review trust agreement and ordinance
8/16/2011	Review second draft of the trust agreement and ordinance
9/6/2011	Ordinance hearing on 9/6/11. Need to select trustees, execute agreement and hire a fund manager.
9/6/2011	Ordinance adopted.
10/4/2011	See attached
11/1/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager
12/6/2011	The Pension Committee will meet on Wednesday and make recommendations on trustee and fund manager
1/10/2012	The Pension Committee will meet on Wednesday. Recommendation will be on the 1/17 BoS agenda. On 1/17 the Bos tabled action on reccomendation and requested the committte to consider stop loss insurance

2/7/2012	The Pension Committee Recommendation
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
6/5/2012	**Funds invested with Raymond James.**

EAST GOSHEN TOWNSHIP
ACTION ITEM

Item: **TAG Action List** No: ADM 10-22

List Date: **12/7/2010** Completed Date:

Description: Complete action items on TAG list

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

ID	Item	Votes	Board Member	Staff Member	Due Date	Comments
9	Implement a Fully Integrated Cost Accounting System (108)	2	Senya/Marty	Jon	3/31/2011	**Revised system to Marty and Senya on 5/14/12**
2	Merit Compensation	1		Rick	6/30/2011	**BoS to consider proposal on 6/5/12**
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)		Thom	Rick	6/30/2011	**WCACOG conducted a survey - Reviewing info on Cloud**

Completed items have been removed

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

Hershey Mill Dam Design and Permitting Status
June 1, 2012

1. The structural engineer has completed their testing of the soils in the embankment and on the inside slope of the embankment. They are completing their report which will include the following:

    - A recommendation for the construction of the proposed / new spillway. This will include what will need to be done with the existing embankment underneath the proposed spillway.

    - A design for the erosion protection system that will be needed on the downslope side of the spillway.

    - The recommendation on how to repair the current undermining of the existing spillway that is occurring.

    - The analysis of the soils that are on the inside portion of the embankment. A preliminary assessment of the soils found indicates that they are sufficient to utilize for the construction of the increase in the embankment height. As utilizing the material on site will be a cost effective alternative, it is what we will recommend for the berm construction.

    This report is expected in the next 7 to 10 days.

2. Following the receipt of the report a plan for the spillway and embankment construction will be prepared. It is anticipated that this will be completed for review by June 22nd.

3. Following the review of the plan the application will be prepared for submission to DEP. Assuming there are not substantial changes to the proposed plan, the application should be ready for submission by June 29th.

Feel free to contact me with any questions.

Adam Brower

Edward B. Walsh and Assoc. Inc.

Rick Smith
Township Manager
1580 Paoli Pike
West Chester, PA 19380

May 22, 2012

Dear Rick,

I am respectfully submitting my resignation from the Commerce Development Commission. I have a senior-level new job so regretfully do not have time during my workday to devote to this role. I appreciate this opportunity and wish the Commission the best of luck.

Sincerely,

Elena Coarse

West Chester. PA 19392

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www.eastgoshen.org

BOARD OF SUPERVISORS

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

June 1, 2012

To: Board of Supervisors

From: Mark Miller

Re: May Monthly Report

The Public Works Department has been working in Marydell getting the roads ready for paving. We completed the rebuilding of 53 inlets. There are several sections of pipe that need to be replaced; the work should take place next week. We are currently replacing manhole castings and inspecting all manholes. We began milling the curb lines in the cul-de-sacs. We had several emergencies during the month, ranging from downed trees to a sewer line blockage on Greenhill Road. We completed cleaning and televising in Ashbridge Farms where we located two significant lateral leaks; they are scheduled to be repaired in the next two weeks.

We have also been hauling dirt for the backfilling of the lagoons at the Lochwood plant. The contractor who is doing the diversion contract has completed the pipe work and they are doing the restoration work. Once the pipe is tested we will pull the plugs and begin using the Hershey Mill Pumping Station and start pumping down the lagoons. As soon as we empty the primary lagoon we will begin the backfilling.

We responded to 150 PA One calls for the month of May.