

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
June 5, 2012 – 7:00pm
Final Approved 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, CFO Jon Altshul, and Kathryn Yahraes (Historical Commission).

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm. Resident Erich Meyer 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.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Senya announced that the Board met in Executive Session on May 15 regarding a police matter.

Financial Report

Jon Altshul gave a brief verbal financial report to the Board.

Community Day

Thom distributed a flyer for Community Day and reported the total estimated expenses for this event will be \$26,800, with \$12,450 already accounted for as follows:

- \$4,400 from Friends of East Goshen 501(c)3 (left over from last year)
- \$4,350 raised by the Friends of East Goshen this year.
- \$3,700 raised by other sources

This will leave a balance of \$14,350 to be raised.

The consensus of the Board was to proceed with Community Day this year in spite of the financial challenges.

Carmen said considering that the members of the 501(c)3 are still learning the ropes and feeling their way through the process, he is generally pleased with their performance.

Marty said he would like a report from the 501(c)3 showing what funds have been taken in and what expenditures have been made.

Senya said he is very disappointed the 501(c)3 reneged about two weeks ago on the \$18,000 they had previously committed to providing for this event. He feels their fundraising efforts are very lacking. Each Supervisor needs to consider whether this is a group the Board wants to endorse as the fundraising arm of East Goshen. Senya said he was troubled by the recent letter from Bob Esty. If the Friends spent as much time fundraising as they did writing such lengthy correspondence, they might have more money by now.

Marty said he believes a face-to-face meeting between the Supervisors and the Friends is in order, if for no other reason than to get budgeting information which will be needed by Jon Altshul.

Marty moved for the Township to proceed with Community Day and to fund the expenses not covered by the Friends of East Goshen from the Township's General Fund. Senya seconded the motion for discussion purposes.

There was no further discussion and no public comment. The Board voted 3:2 and the motion passed. (Senya and Chuck were opposed.)

Compensation RFP

Jon Altshul summarized his memo of May 24 on this topic and the Board briefly discussed the various firms that bid on the work.

Marty moved to accept Jon's recommendation to award the contract to perform the Job Classification and Compensation Study and Analysis work for the Township to the Peter R. Johnson Company of West Chester, at a cost not to exceed \$14,200. Carmen seconded the motion. There was no further discussion or public comment. The Board voted unanimously to approve the motion.

Sewer Rate Methodology

Jon Altshul summarized his memo of May 24 on this topic, and the board briefly discussed the issue of fixed versus variable costs. The Board requested that Jon analyze the issue of billing residential customers based on their usage over **four** quarters, and prepare an addendum to his memo.

Comprehensive Plan RFP

Rick summarized Mark Gordon's May 31 memo on this topic. Marty moved to award the contract for writing the Comprehensive Plan Update to the Brandywine Conservancy in the amount of \$26,000 (base cost) plus additional expenses for a number of options to be added on later, including the work regarding Sustainable Communities. The total cost is not to exceed \$47,500. Chuck seconded the motion.

Public Comment: Kathryn Yahraes,, Vista Drive – Said she has worked with the Brandywine Conservancy on the Comprehensive Plan in the past and is certain they will do an excellent job.

There was no further discussion or public comment. The Board voted unanimously to approve the motion. John Snook of the Brandywine Conservancy (in the audience) said he very much looks forward to working with East Goshen on this project. He already knows most everyone from his role as a Supervisor in East Bradford, and it will be nice to interact with East Goshen in this new context.

The Board agreed to form a Township committee to work with the Brandywine Conservancy on the Comprehensive Plan consisting of Rick Smith, Mark Gordon, Chuck Proctor and Sue Carty.

Billboard Ordinance Amendment

The Board briefly reviewed Mark Gordon's May 31 memo on this topic and the draft ordinance amendment. This item will be discussed in more detail at a future meeting.

Request for Traffic Signal at Airport Road and Wrights Lane

The Board discussed a request from Synthes for the Township to consider installing a traffic signal at the intersection of Airport Road and Wrights Lane.

Thom said he does not believe it's necessary to spend money doing a traffic study and possibly installing a signal at this location just because a few people want to avoid the inconvenience of having to wait a moment or two before they can turn onto Airport Road.

Carmen moved to direct Orth-Rodgers to conduct a warrant analysis traffic study of the intersection, both for present-day volume and for the volume that will result when Wrights Lane is built out. Marty seconded the motion. There was no further discussion or public comment. The Board voted 4:1 and the motion passed. (Thom was opposed.)

Any Other Matter

Lochwood Chase - Rick reported that the Lochwood project is proceeding smoothly.

Geothermal Project - Rick said that because no grants are available at this point, Nancy is working on a loan application. Carmen noted that prospects for a grant might improve after the November election.

Park & Rec Board - Thom would like to have a recognition event for former Park & Rec Board members. The Board agreed to put this on the agenda for the first September Board of Supervisors meeting.

Commerce Development Commission - Senya asked Marty if he thinks the CDC needs to replace the members it has lost, or if the group can function with the remaining members, to let him know.

Review of Minutes

The Board reviewed and corrected the draft minutes of May 15. Senya announced that the minutes would stand approved as corrected.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for May 31, 2012.

The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of May 31 and the Expenditure Register Report as recommended by the Treasurer, to accept the receipts and to authorize payment of the invoices just reviewed. Carmen seconded the motion. There was no further discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Cell Tower – The color has been selected and the permit has been issued. Rick will now remove this item from the Action List.

Hershey Mill Dam – The structural engineer has completed soil testing and are finishing up their report which should be completed by mid-June. After this, EB Walsh will prepare the plan for the spillway and embankment construction for review by June 22.

Post-Retirement Medical Benefits – Funds have been invested with Raymond James. Rick will now remove this item from the Action List.

TAG Action List - The Board reviewed and edited this list.

Correspondence & Reports of Interest

Senya acknowledged receipt of Elena Coarse's resignation from the Commerce Development Commission, as well as Mark Miller's report on Public Works activities for the month of May.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment Period

None.

Adjournment

There being no further business, the meeting was adjourned at 8:40pm.

Executive Session

The Board met in Executive Session until 9:00pm to discuss a personnel matter.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

May 31, 2012

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

GENERAL FUND

Real Estate Tax	\$32,721.64	Accounts Payable	\$132,835.58
Earned Income Tax	\$709,778.24	<u>Electronic Pmts:</u>	
Local Service Tax	\$39,700.00	Health Insurance	\$46,055.74
Transfer Tax	\$39,533.20	Credit Card	\$5,365.49
General Fund Interest Earned	\$0.00	Postage	\$2,000.00
Total Other Revenue	\$98,323.14	Debt Service	\$19,601.93
Total Receipts:	<u>\$920,056.22</u>	Payroll	\$143,000.00 (3 Weeks)
		Total Expenditures:	<u>\$348,858.74</u>
		Additional Adj. 02/16/12	\$30,000.00 *See Memo
		Grand Total	<u>\$378,858.74</u>

STATE LIQUID FUELS FUND

Receipts	\$368,649.74	Expenditures:	<u>\$0.00</u>
Interest Earned	\$0.00		
Total State Liquid Fuels:	<u>\$368,649.74</u>		

CAPITAL RESERVE

Interest Earned	<u>\$61.55</u>	Expenditures:	<u>\$1,442.50</u>
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TRANSPORTATION FUND

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

Receipts	\$359,704.75	Accounts Payable	\$41,515.44
Interest Earned	\$0.00	Debt Service	\$30,922.90
Total Sewer:	<u>\$359,704.75</u>	Total Expenditures:	<u>\$72,438.34</u>

REFUSE

Receipts	\$107,276.81	Expenditures	<u>\$18,450.31</u>
Interest Earned	\$0.00		
Total Refuse:	<u>\$107,276.81</u>		

SEWER CAPITAL RESERVE

Interest Earned	<u>\$0.00</u>	Expenditures	<u>\$3,649.80</u>
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