

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
1580 PAOLI PIKE  
October 16, 2012 – 7:00pm  
Final Approved Minutes**

**Present:** Chairman Senya D. Isayeff, Vice-Chairman Thom Clapper and Supervisor Chuck Proctor. Supervisors Carmen Battavio and Marty Shane were absent. Also present were Township Manager Rick Smith, CFO Jon Altshul, Director of Recreation Frank Vattilano, Kathryn Yahraes (Historical Commission), Erich Meyer and Ann Marie Fletcher-Moore (Park & Rec), Ginnie Newlin and Scott Sanders (Conservancy Board), and Susan Carty (Planning Commission). Former Supervisor John Chatley was also present.

**Call to Order & Pledge of Allegiance**

Senya called the meeting to order at 7:10pm and everyone said the Pledge of Allegiance.

**Moment of Silence**

Rick Smith 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**

*Ginnie Newlin, Devon Lane* – Stated that the Board will be honoring some wonderful women this evening (former Park & Rec Board members) who served the township for a very long time. She suggested the Township add more women to the ranks of the ABCs.

*Kathryn Yahraes, Vista Drive* – Asked if someone would mention the upcoming sewer plant open house. Rick announced there will be an open house at the Ridley Creek sewer plant on October 20. He also mentioned that Neighborhood University will be held at the Township Building on October 29 from 6:00pm to 9:30pm. More details on both events can be found on the website.

**Chairman's Report: Recognition of Former Park & Recreation Board Members**

Senya introduced Vice-Chairman Thom Clapper, who also serves as liaison to the Park & Rec Commission. Thom had Ruth Scadding, Bob Huebner, and Phyllis Marron come to the front. Thom announced that Ruth Scadding served on the Park & Rec Board for 34 years; Bob Huebner served for 29 years; Phyllis Marron served for 26 years and Vicki Wooters (who was not present) served for 12 years. Thom presented Ruth, Bob and Phyllis with certificates for their many years of service. He noted that they not only attended Park & Rec meetings at the Township Building but spent many untold hours helping out at special events as well. He gave a special thank you to their families for sharing them with the Township all these years. Thom then presented them each with a framed aerial photograph of East Goshen Township Park and Applebrook Park.

Frank Vattilano thanked Ruth, Bob and Phyllis for all their hard work and years of dedication. He noted that these are the kind of people who make East Goshen such a great place.

Thom stated that although these three have retired from the Park & Rec Board, they continue to volunteer their time helping out at special events, and their assistance is greatly appreciated.

Bob Huebner thanked the Supervisors for "having faith in us to let us serve so long" and said it was fun to serve and to see the inner workings of Township government.

Ruth Scadding said the group also worked with the other ABCs and over the years folks at the Township has become like a second family. Both she and Bob stated that the Park & Rec Board could not have done its job without the help of Frank Vattilano, the Public Works Department, and the Township staff.

Thom thanked them again for their many years of service.

#### **Police Report**

Rick reported there were 496 calls for police service from East Goshen in September.

#### **Goshen Fire Company Report**

None.

#### **Malvern Fire Company Report**

The Malvern Fire Company assisted with one fire call in East Goshen in September.

#### **Fire Marshal Report**

None.

#### **Financial Report – Update on 3<sup>rd</sup> Quarter Report**

CFO Jon Altshul provided a verbal financial report and estimated there will be a \$979K year-end surplus.

#### **Discussion on 2013 Budget**

Senya announced that due to the absence of two Board members this evening, discussion of the 2013 budget would be tabled until the October 30 meeting at 7:00pm. The Board will then plan to adopt the 2013 budget during the first meeting in December. An unidentified resident asked if the budget information will be posted to the website. Jon said the final proposed budget won't be ready until November 13 but he will be happy to post the latest working version of the budget.

#### **Contract with PFM**

In light of recent events, Thom moved for the Board to rescind its September 4 recommendation to the Police Commission to have PFM prepare a comprehensive analysis of the costs for various police options. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

#### **Job Classification & Compensation Study and Analysis**

Senya announced that due to the absence of two Board members this evening, the presentation by Peter R. Johnson & Co. regarding the job classification and compensation study and analysis would be tabled until the October 30 meeting at 7:00pm.

### **Removal of Street Trees. 1403 Grand Oak Lane**

Per the October 1 recommendation of Harvey Lerman, ISA Certified Arborist, Thom moved to direct the Public Works Department to prune dead wood from Pin Oak Tree #2 on the property of William Keltz at 1403 Grand Oak Lane, and to completely remove Pin Oak Tree #3 due to its poor condition. Pin Oak Tree #1 is healthy and requires no maintenance work at this time. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

### **Decrease in Size of Community Development Commission**

Senya stated that the Community Development Commission started out with nine members but four have moved on for various reasons. Per their Chairman, Al Zuccarello, the CDC is operating efficiently in a maintenance mode with the five remaining members.

Chuck moved for the Board to direct Rick Smith to create a Resolution decreasing the membership of the CDC down to five members. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

### **Sign Request from Preserve at Applebrook HOA**

Jim Dehaven from the HOA of The Preserve at Applebrook was present. The HOA would like permission to install two freestanding signs on their property stating that Applebrook is a Private Community. The Board informed him that due to zoning restrictions, the HOA cannot have two freestanding signs in addition to the two existing wall plaques. An option would be to swap out the existing plaques for new ones that incorporate the Private Community wording. Resident Howard Jones asked if the signage was part of the final land development approval. Rick noted that the Township must approve the content of any new signs before they are installed. Mr. Dehaven was advised to consult with his HOA, then speak with Zoning Officer Mark Gordon and request to have the issue put back on the Board's agenda for their November 13 meeting.

### **Any Other Matter**

Cell Tower Update - Rick reported that the footing for the cell tower has been poured and the structure will be going up on Wednesday. Verizon has requested permission to connect to the tower via Liberty Towers' easement. Chuck moved to grant Verizon an easement within Liberty Towers' easement. Thom seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Mortgage-Burning Ceremony – Rick will work with Thom to schedule this ceremony at an appropriate date.

### **Review of Minutes**

The Board reviewed the draft minutes of October 9 and had no changes or corrections. Senya announced that the minutes would stand approved as submitted.

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

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

The Board reviewed the Treasurer's Report and the current invoices. Thom moved to accept the Treasurer's Report of October 12 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 further discussion or public comment. The Board voted unanimously to approve the motion.

### **Action List**

**Comprehensive Plan** –East Goshen's grant application in the amount of \$28,050.00 has been recommended for funding per the CCPC. Senya thanked everyone who worked to obtain this grant.

**Municipal Authority Projects** – See October 4 memo from Daniel Barbato of Pennoni for a status on all open projects.

**Quarterly Report on I&I** – See report from Pennoni.

**Quarterly Review of Right-To-Know Requests** – 17 requests for information were received. Nine of the 17 were for permits.

### **Correspondence & Reports of Interest**

Senya acknowledged receipt of the following:

- Monthly report from Mark Miller outlining DPW activities for September.
- Notice of resignation from Ben Rohrbeck, who will be resigning from the Historical Commission effective December 31. Per Kathryn Yahraes Ben will continue to volunteer with the Commission, just not serve as a board member.
- Notice of resignation of Joe McCawley, Jr. from the Municipal Authority effective December 31.

### **Meetings & Dates of Importance**

Senya noted the upcoming meetings as listed in the agenda. Kathryn Yahraes noted the date for Election Day should be corrected to November 6 (not November 1). She also stated that the next Living History Day is scheduled for June 22, and the East Goshen "Town Tour and Village Walk" event will take place July 25.

### **Public Comment Period**

*Vera and Leslie Partem of Rose Tree Estates* – Asked for the Township's help and cooperation in resolving issues the residents of Rose Tree Estates are having with their condo board. Senya said the Township has received the packet the Partems submitted, but unfortunately there is not much the Township can do to help – this issue is beyond the scope of the Board of Supervisors because the Rose Tree residents are governed by their Declaration of Covenants.

### **Adjournment**

There being no further business, the meeting was adjourned at 8:13pm.

Anne Meddings  
Recording Secretary

*Attachment: Treasurer's Report*

October 12, 2012

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

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**GENERAL FUND**

Real Estate Tax	\$485.70	Accounts Payable	481,597.48
Earned Income Tax	\$219,867.39	<u>Electronic Pmts:</u>	
Local Service Tax	\$11,891.09	Health Insurance	\$0.00
Transfer Tax	\$0.00	Credit Card	\$0.00
General Fund Interest Earned	\$575.28	Postage	\$0.00
Total Other Revenue	\$549,522.84	Debt Service	\$183,601.93
Total Receipts:	<u>\$782,342.30</u>	Payroll	\$86,000.00 (2 Weeks)
		Total Expenditures:	<u>\$751,199.41</u>

**STATE LIQUID FUELS FUND**

Receipts	\$0.00	Expenditures:	<u>\$0.00</u>
Interest Earned	\$35.34		
Total State Liquid Fuels:	<u>\$35.34</u>		

**CAPITAL RESERVE**

Interest Earned	<u>\$802.08</u>	Expenditures:	<u>\$7,849.00</u>
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**TRANSPORTATION FUND**

Interest Earned	<u>\$219.72</u>	Expenditures:	<u>\$0.00</u>
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**SEWER OPERATING**

Receipts	\$73,807.24	Accounts Payable	\$143,894.26
Interest Earned	\$90.97	Debt Service	\$100,022.00
Total Sewer:	<u>\$73,898.21</u>	Total Expenditures:	<u>\$243,916.26</u>

**REFUSE**

Receipts	\$6,784.85	Expenditures	<u>\$87,438.10</u>
Interest Earned	\$72.48		
Total Refuse:	<u>\$6,857.33</u>		

**SEWER CAPITAL RESERVE**

Interest Earned	<u>\$211.23</u>	Expenditures	<u>\$0.00</u>
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