

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
January 15, 2013
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio and Supervisors Marty Shane and Chuck Proctor. Supervisor Thom Clapper was absent. Also present were Township Manager Rick Smith, CFO Jon Altshul; Kathryn Yahraes (Historical Commission), Erich Meyer (Park & Rec), Ginnie Newlin (Conservancy Board), and Susan Carty (Planning Commission).

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked resident Joe Buonnano to lead everyone in the Pledge of Allegiance.

Moment of Silence

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

Recording of Meeting

No resident recorded the meeting.

Public Comment on Non-Agenda Items

None.

Chairman's Report

Senya announced that the Board met in Executive Session on January 7 to discuss a personnel matter.

Goshen Fire Company Report

President Jerry Fokas gave a 2012 year-end report for the Fire Company. The Company ended 2012 "in the black," although just barely. Their budget for 2013 is \$2.1 million. One of the biggest obstacles they are facing is the increasing difficulty in attracting and retaining volunteers. The training requirements are very stringent and time consuming. The Fire Company is currently working on a strategic plan for the next five years, which they plan to release by mid-year or earlier.

Marty asked Jerry what they would do if fundraising efforts took a major hit for some reason. Jerry stated that they have some reserves which could carry them for approximately one year.

Public Comment. Joe Buonnano, Herron Lane – Asked if the Fire Company charges a fire service charge. Jerry said they do not, but if they did it would really not offset the cost for them to do business.

Jerry said the detailed year-end report would be posted to the Fire Company's website.

Police Report

Lt. Bill Cahill reported there were 504 calls for service from East Goshen during December.

Vehicle break-ins continue to be a problem in the area. Thieves are primarily taking items left on display in unlocked cars parked in residential areas, although fitness center parking lots are also being targeted.

A Philadelphia man was arrested for the December 27 robbery at the Wawa on Paoli Pike. A QVC employee was arrested for stealing \$100K in jewelry from his employer.

Lt. Cahill reported that six new part-time officers will be sworn in at 8:00am on January 28.

Marty requested that the police report be reformatted to show side-by-side comparisons among municipalities.

Malvern Fire Company Report

The Malvern Fire Company assisted in responding to 16 incidents in East Goshen in 2012.

Fire Marshal Report

None.

Financial Report

Jon Altshul summarized his memo on this topic dated January 9. He reported that the unaudited, preliminary 2012 financial information shows the General Fund finished the year with a surplus of \$1,805,172.66. The following core functions were under budget: Emergency Services, Public Works, Administration, Zoning & Code Enforcement, and Parks & Recreation. At the same time, revenues from Earned Income Tax and Real Estate Transfer Taxes were over budget.

Real estate tax liens for 2012 were filed with the County on January 9 in the amount of \$12,183.57 for 48 parcels.

John is currently working on a 2012 cost of services report which he hopes to have to the Board in time for the February 5 meeting.

Approval of 2012 State Liquid Fuels Report

Carmen moved to approve the 2012 Actual Use of State Funds Report for East Goshen Township's State Liquid Fuels Fund, reflecting total 2012 receipts of \$391,057.75 and total 2012 expenditures of \$391,989.69. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Variance Request – Mars Drinks, 1301 Wilson Drive

Bob Adams, Esq. was present for the applicant, as well as Jonathan Zangwill of Mars. Mars is seeking a variance request for relief from the rooftop screening requirement in the zoning ordinance. Mr. Adams stated that their hardship is in the screening requirement itself. He and Mr. Zangwill argued that due to the topography of the site and the location of the building, the rooftop structures would not be visible from the borders of the property, and therefore the

required screening would be unnecessary. They stated that it makes no sense for Mars to spend the money for the screening when they could make better use of the money in the upgrade of their facility. The Board generally agreed with Mr. Adams although Marty noted that the nearby residents of West Goshen should also be taken into account.

Marty moved to support the zoning variance request of Mars Drinks North America for relief from the rooftop screening requirements in the zoning ordinance for the proposed solar panels and rooftop structures. He noted that the Board agreed with the arguments in the Planning Commission's January 3 recommendation to approve the variance. Carmen seconded the motion. There was no further discussion and no public comment. The Board voted unanimously to approve the motion.

The Mars variance request is on the agenda for the January 17 Zoning Hearing Board meeting.

Comprehensive Plan Task Force

The Board discussed the recommended makeup of the Comp Plan Task Force (CPTF) as provided by Mark Gordon in his January 9 memo to the Supervisors. Marty said he would like to add 1-2 residents to the Task Force who could provide a fresh, unbiased perspective. Rick noted that the conference table can only comfortably accommodate 10 people at a time. The larger the group the more difficult it can be to collaborate and communicate during meetings. The CPTF meetings will be open to the public should anyone wish to attend as an observer and provide input as public comment.

Carmen moved to follow Mark Gordon's recommendation for the CPTF to be comprised of 10 members total: 2 members of the Brandywine Conservancy, 2 members of the Planning Commission, and 1 member from each of the other ABCs. Chuck seconded the motion.

Public Comment: Sue Carty – Said she understood Marty's suggestion but cautioned that bringing in residents with no real Township background could make the process take longer as those individuals would have to be brought up to speed and would have a lot of questions. This might hinder the efficiency of the CPTF.

Public Comment: Kathryn Yahraes – Said it can be difficult enough for ABC members to grasp how the entire Comprehensive Plan fits together, so she agrees with Sue that it would be difficult for residents with no background to get the big picture. Because the meetings will be open to the public, no one would be excluded from providing input.

Public Comment: Joe Buonanno – Agreed with Marty that it would be helpful to have the fresh, unbiased viewpoint of a couple of residents. He also suggested that the Comp Plan should be developed by younger folks in their 30s or 40s who will be around to see the fruit of their labor.

Public Comment: Erich Meyer – Stated that perhaps the newly appointed ABC members could provide the fresh perspective to the CPTF that Marty is seeking.

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

Rick noted that the "alternates" need to come to the Kick-Off Meeting scheduled for February 25, and Carmen suggested the alternates attend as many meetings as possible.

Utility Accounts

The board reviewed a December 31, 2012 memo from Tia Piccolo recommending that the Township not file District Justice complaints against any accounts in arrears over \$3,000 at this time for reasons outlined in the memo. The Board concurred with Tia's recommendation. No action was taken.

Insurance Consultant

The Board reviewed a recommendation from Jon Altshul and Rick Smith to hire Bob Hall of Francis Hall Insurance Services for approximately 5 hours' worth of insurance consulting services at \$295/hour.

Marty said he would prefer to get proposals instead of give out a single-source award.

Senya asked resident Joe Buonnano for his input. Mr. Buonnano stated that if the Township works with a competent insurance broker, a separate consultant should not be required. The broker should be able to provide all the necessary information.

Rick noted that the Township tried the bidding process last year but was unhappy with the end product. He stated that Bob Hall knows East Goshen's special situation with the Fire Company, the union environment, etc. Bob is a respected, impartial professional with no skin in the game and no conflict of interest.

Carmen said he trusts that Rick and Jon know what they need. If they feel Bob Hall can help them get the information they need to provide to the Board, and it only costs \$1,500, he is in favor of allowing them to make this decision.

Senya expressed concern that working with Mr. Hall now would preclude him from participating in an RFP for a broker later on.

Chuck said he would like the staff to get 2-3 brokers to make proposals to the Township and come in for interviews.

Joe Buonnano suggested the Township find a broker with an existing Blue Cross/Blue Shield contract. There are not many out there so it won't be hard to develop a narrow search. In doing so, the Township will save money on commission fees. Rick stated that the Township's current broker has a Blue Cross/Blue Shield contract.

Marty stated that he is not knowledgeable about the insurance business, and his initial recommendation to get proposals was an attempt to solicit more information to help the Board make a decision. He said he has confidence in Jon and Rick's recommendation, and because \$1,500 is not a large sum when compared to the Township's annual outlay for insurance premiums, he moved for the Board to accept Jon and Rick's recommendation to hire Bob Hall. Carmen seconded the motion.

Chuck said he would vote against the motion because he is opposed to spending \$295/hr for a consultant; he is not confident in Bob Hall's qualifications; and he is opposed to this process.

There was no further discussion or public comment. The Board voted 2:2 and the motion did not pass. (Marty and Carmen were in favor; Senya and Chuck were opposed.) The Board will discuss this matter again when all five Supervisors are present.

Any Other Matter

None.

Review of Minutes

The Board tabled the draft minutes of January 7. They will be reviewed at the next meeting when all Supervisors are present.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for January 10, 2013.

The Board reviewed the Treasurer's Report and the current invoices. Marty moved to accept the Treasurer's Report 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 discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Replacement of Light Fixtures – Staff is working on bid specs.

Municipal Authority Projects – Final restoration at Lockwood will be done this year. Bids for work at Marydell will be opened February 5. Bid documents are being prepared for The Reserve Pump Station. Bids for work at the Hershey Mill Pump Station will be opened February 5.

Quarterly Report on I&I – The Ashbridge pipes were televised. Two leaks on Paoli Pike were fixed. Continued monitoring is taking place with portable flow meters and normal cap replacements.

Quarterly Review of Right-to-Know Requests – Marty requested that staff go back to including the names of those making the requests.

Comcast Franchise Renewal – The Board reviewed a letter from the Township Solicitor on this matter. No action was taken.

Correspondence & Dates of Importance

Senya acknowledged receipt of the 2012 Permits, Inspections and Revenue Report from Mark Gordon.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda. Kathryn Yahraes asked that the CPTF Kick-Off Meeting, scheduled for February 25, be added to the list.

Public Comment

None.

Adjournment

There being no further business, the regular meeting was adjourned at 9:10pm.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

January 10, 2013

TREASURER'S REPORT
2012 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	65.00
Earned Income Tax	17,800.00
Local Service Tax	0.00
Transfer Tax	0.00
General Fund Interest Earned (December 2012)	1,645.10
Total Other Revenue	8,565.84
Total Receipts:	<u>\$28,075.94</u>

Accounts Payable	33,558.85
Electronic Pmts:	
Health Insurance	\$0.00
Credit Card	\$0.00
Postage	\$0.00
Debt Service	\$0.00
Payroll	\$39,000.00
Total Expenditures:	<u>\$72,558.85</u>

STATE LIQUID FUELS FUND

Receipts	\$0.00
Interest Earned (December 2012)	\$60.90
Total State Liquid Fuels:	<u>\$60.90</u>

Expenditures:	<u>\$0.00</u>
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CAPITAL RESERVE

Interest Earned (December 2012)	<u>\$874.76</u>
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Expenditures:	<u>\$0.00</u>
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TRANSPORTATION FUND

Interest Earned (December 2012)	<u>\$258.92</u>
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Expenditures:	<u>\$0.00</u>
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SEWER OPERATING

Receipts	6,104.88
Interest Earned (December 2012)	\$101.00
Total Sewer:	<u>\$6,205.88</u>

Accounts Payable	\$19,140.00
Debt Service	\$0.00
Total Expenditures:	<u>\$19,140.00</u>

REFUSE

Receipts	3,060.98
Interest Earned (December 2012)	\$62.96
Total Refuse:	<u>\$3,123.94</u>

Expenditures	<u>\$11,101.96</u>
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SEWER CAPITAL RESERVE

Interest Earned (December 2012)	<u>\$229.99</u>
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Expenditures	<u>\$0.00</u>
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