

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
February 5, 2013
Final Approved Minutes**

Present: Chairman Senya D. Isayeff, Vice-Chairman Carmen Battavio and Supervisors Marty Shane, Thom Clapper and Chuck Proctor. Also present were Township Manager Rick Smith, CFO Jon Altshul, Kathryn Yahraes (Historical Commission), Erich Meyer (Park & Rec), Sandy Snyder (Conservancy Board), and guest Tom Haws (Chairman of Westtown Township BOS).

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked Tom Haws 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.

Chairman's Report

None.

Fire Marshal's Report

Carmen Battavio gave a report of Fire Marshal activities in the Township for the month of January as outlined in his memo of January 31.

Public Comment on Non-Agenda Items

None.

Insurance Consultant

Note: The Board discussed this matter at the January 15 meeting but the four Supervisors present at that time were unable to reach a consensus.

Jon Altshul again summarized his memo of January 8 regarding his request to engage Bob Hall of Francis Hall Insurance Services for approximately five hours' worth of insurance consulting services.

Carmen restated his opinion that the decision should rest with Jon and Rick Smith.

Senya wanted to know if there is someone besides Mr. Hall who is not in the insurance business that could provide this same service so that Mr. Hall would not be excluded from future bid opportunities. Chuck wanted to know if there is someone who could provide the service at less cost and perhaps do a better job.

Marty said that for the relatively small expense involved it seemed prudent to him to accept the recommendation of Jon and Rick to hire Mr. Hall.

Chuck said there are other firms out there, and one based in Media has offered to come and speak with the Board at no charge.

Thom said he likes the idea of hiring an independent consultant but would like to get proposals from other firms.

Jon said he would put together a list of some other firms for the Board's consideration. No motion was made and no action was taken.

Conservancy Board Request for Funding

The Board reviewed a January 10 request from the Conservancy Board for an extension of their 2012 budget to purchase 10 dogwood trees from the Woodlawn Garden Center at a cost of \$2,300 for the trees (including installation). The trees will be planted along E. Boot Road across from Bellingham.

Marty moved to authorize the payment of Invoice #76 dated December 24, 2012 for \$2,300 to Woodlawn Garden Center for 10 dogwood trees plus installation. Carmen seconded the motion. There was no discussion or public comment. The motion passed unanimously. Sandy Snyder thanked the Board.

Suggestions for CCATO Resolutions

The Board discussed suggestions for CCATO resolutions to be voted on at the April PSATS convention.

Carmen would like a resolution asking for legislation mandating all email advertisements contain a "one-click" unsubscribe feature. Marty would like a resolution on the prevailing wage issue. Senya would like a resolution regarding pension reform.

Public Comment: Tacuma Bethea, Cider Knoll – Made some suggestions regarding pension reform.

Rick made a list of the suggestions and will forward them to CCATO.

ABC Goals from Annual Planning Session

Marty said he read through all the goals compiled by each ABC, and said the most important ones in his opinion are:

Conservancy Board

- Continue control of invasive plant species in Township wetlands while leveraging past work with Park & Rec and Public Works on reforestation, understory and meadows efforts in Applebrook Park.

- Create environmental education for residents about storm water control, such as rain gardens and rain barrels. Specifically, look at having rain barrels installed at the Township building.

Historical Commission

- Work with Chester County and local townships to complete the state-funded Battle of the Clouds project.
- Complete entry of all Blacksmith and Plank House historic items into the Township's archival database.

Municipal Authority

- Marydell Pump Station elimination project.
- Hershey Mill Pump Station diversion project.
- Reserve Pump Station elimination project.

Park & Rec Commission

- Develop a marketing plan for East Goshen Park.
- Expand and enhance the Farmers' Market.
- Continue to increase revenue opportunities.
- Develop a community health & wellness program that addresses the needs of Township demographics.

Planning Commission

- Consider developing and implementing solar energy regulations that provide appropriate safeguards for screening, stormwater, setbacks, etc.
- Finalize zoning ordinance amendment recommendations made to the BOS as a result of the 2012 zoning ordinance review.

Commerce Development Commission

- Update commercial business community directory for inclusion on Township website.
- Conduct fact-finding interviews with landlords and develop recommendations on issues affecting shopping centers.

Marty stated that the ABCs should be reporting back to the BOS on a regular basis regarding their progress on goals for the Comprehensive Plan. The ABCs' first report should be submitted by the end of the first quarter of 2013.

The Board then discussed the various formats used by the ABCs in compiling their list of goals.

Sandy Snyder stated that, at the recommendation of staff, the Conservancy Board wrote its goals around their funding needs.

Kathryn Yahraes asked that for next year, the Board provide the ABCs with guidelines to follow, including examples, so that everyone is following the same format. Senya asked Rick to add this to the Action List. Kathryn also asked that the Annual Planning Session be renamed since it is

not really used as a planning session. Finally, she stated that "goals" are different from "objectives."

Marty thanked Kathryn for her comments and noted that since the ABCs are comprised of volunteers, the Board has not wanted to impose formatting protocols on them when it comes to submitting goals. Until now the Board has let each ABC develop their own approach to the task.

Community Day

The Board discussed having another Community Day in 2013. The consensus of the Board was that this is a very important event for the Township, and should be continued. Marty said he has received feedback from residents saying they especially loved the event as it was held two years ago. Other Supervisors pointed out that there were actually more activities this past year, but everyone agreed that future events must have more food vendors.

Thom moved for the Township to proceed with scheduling a Community Day for June 22, 2013. The event will be funded using the \$12,000 left over from 2012 in addition to approximately \$13,000 in new donations that will need to be solicited. (The consensus of the Board was that proceeds from the Farmers' Market should be used for this purpose.) Carmen seconded the motion.

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

Comprehensive Plan Task Force

Chuck Proctor will serve as the BOS member on this Task Force, with Marty Shane as his backup.

Deer Committee

Thom and Marty would like to know why there have been fewer deer harvested this year but an increase in the number of deer-related vehicular accidents. Marty would like the Deer Committee to provide something to Board of Supervisors, and also to provide a brief outline of their plans and expectations for the program moving forward.

Any Other Matter

Building Inspector Vacancy - Rick asked what the Board wished to do about the Building Inspector vacancy. The Board requested that Jon do an economic analysis and report back. Marty said he believes it's appropriate to fill the position, and moved to hire a new Code Officer. Carmen seconded the motion. There was no further discussion or public comment. The Board voted 4:1 against the motion. (Only Marty was in favor of it.) The Board will wait until Jon comes back with additional information before discussing this matter again.

Police Commission Update - Chuck Proctor reported that the dates for Police Commission meetings have changed. Information is available on the WEGO website. The Citizen's Police Academy will be starting up again. The Commission has applied for a grant for Aggressive Driving Enforcement Education. In January, six part-time officers were sworn in, although one has dropped out to accept a full-time position elsewhere. WEGO Police Association President

Tony Ruggeri has resigned to take a new job elsewhere. His K-9 officer will retire and live with him as a family pet. The disposition of the K-9 police car is to be determined. The vehicle is an older model with lots of miles on it. Carmen suggested the Commission try to sell the car's K-9 containment system as it is worth more than the car itself at this point.

Public Comment: Tacuma Bethea, Cider Knoll – Asked if the police will be replacing the K-9. Chuck said it is the opinion of the officers and the Police Commission that it's not necessary to replace the dog at this time, and a K-9 is not a priority need for the type of work they do. Mr. Bethea stated he believes another K-9 is a necessity. Carmen stated that police dogs are available from the County if the need arises.

Public Comment: Mark Cahill, West Goshen Township – Asked the status of hiring a new Police Chief. Chuck said he had no update at this time other than to say the Supervisors of East Goshen and Westtown are working on the matter.

Public Comment: Katie Scheckner, Pin Oaks – Asked the timeline for hiring a new Police Chief. Senya said he was not sure at this time but the process is under way.

Public Comment: Tacuma Bethea, Cider Knoll – Asked if internal candidates would be given priority. Senya stated that the qualifications for the position will serve as the basis for selection.

Public Comment: Mark Cahill, West Goshen Township – Asked if all interested parties are being given the opportunity to interview for the job. Senya stated that a candidate search is being conducted.

Public Comment: Katie Scheckner, Pin Oaks – Asked if the job criteria are posted somewhere. Senya said he was not sure, but the qualifications date back to June 2011 when WEGO learned that John Dumond would be retiring. Rick said the qualifications were posted in the newspaper last January.

Marty then briefly explained the candidate search process for the benefit of the audience, and stated that it is his hope to have a candidate identified by the end of February.

New Intern – Jon reported that the new intern, Amber Cifrese, has started work at the Township.

Review of Minutes

The Board reviewed the draft minutes of January 7 and had no changes. Kathryn Yahraes had one correction which was accepted. Senya stated the minutes would stand as corrected.

The Board reviewed the draft minutes of January 12 and had no corrections or changes. Senya stated the minutes would stand as submitted.

The Board reviewed the draft minutes of January 15 and had no corrections or changes. Senya stated the minutes would stand as submitted.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for January 31, 2013.

The Board reviewed the Treasurer's Report and the current invoices. Thom 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. Chuck seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Public Comment: Tacuma Bethea, Cider Knoll – Had questions about the various expenditures for insurance as shown in the Expenditure Register Report. Jon Altshul explained what each was for. Mr. Bethea then asked if the Township gets money back for recycling. Carmen said the Township gets something back based on tonnage, but not very much. Marty noted that the money goes into the Refuse account, not the General Fund. He mentioned that Sandy Snyder of the Conservancy Board is looking for ways to encourage Township resident to recycle more.

Public Comment: Kathryn Yahraes – Noted that there is a new law about disposing of old TV's, and they cannot be put out on the curb anymore. Rick said this information is on the website. Ms. Yahraes requested the Conservancy Board develop a written recycling plan specifically for East Goshen Township. Carmen said he recommends allowing the County to lead the way on this issue. However, if the Conservancy Board wishes to do something on their own they should get in touch with Nancy Fromnick, Recycling Coordinator of the Chester County Solid Waste Authority.

2012 Cost of Services Report

Jon summarized his memo of January 28 on the 2012 Cost of Services Report & Addendum. The Board reviewed the report and agreed that going forward they like the version which incorporates Marty's proposed methodology. Carmen said he would also like to see a pie chart showing how much money the Township is saving by having the RCSTP. Senya thanked Jon for doing a great job on the report and providing valuable information to the Supervisors.

Action List

Hershey Mill Dam – The engineer has submitted an NPDES application and is preparing an O&M Manual.

TAG Action List – COG members are not interested in sharing IT services at this time. The Board advised Rick to take this final item off the TAG Action List.

Applebrook Golf Outing – No update.

Correspondence & Dates of Importance

None.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment

None.

Adjournment

There being no further business, the regular meeting was adjourned at 8:35pm.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

January 31, 2013

TREASURER'S REPORT
2012 RECEIPTS AND BILLS

GENERAL FUND

Real Estate Tax	\$295.00
Earned Income Tax	\$155,401.53
Local Service Tax	\$5,736.96
Transfer Tax	\$58,617.72
General Fund Interest Earned	\$0.00
Total Other Revenue	\$58,821.07
Total Receipts:	\$278,872.28

Accounts Payable	\$183,653.67
<u>Electronic Pmts:</u>	
Health Insurance	\$54,796.28
Credit Card	\$766.08
Postage	\$1,000.00
Debt Service	\$18,138.36
Payroll	\$85,000.00
Total Expenditures:	\$343,354.39

STATE LIQUID FUELS FUND

Receipts	\$0.00
Interest Earned	\$0.00
Total State Liquid Fuels:	\$0.00

Expenditures:	\$0.00
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CAPITAL RESERVE

Interest Earned	\$0.00
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Expenditures:	\$23,276.20
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TRANSPORTATION FUND

Interest Earned	\$0.00
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Expenditures:	\$0.00
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SEWER OPERATING

Receipts	\$214,392.93
Interest Earned	\$0.00
Total Sewer:	\$214,392.93

Accounts Payable	\$285,329.23
Debt Service	\$29,774.67
Total Expenditures:	\$315,103.90

REFUSE

Receipts	\$64,810.24
Interest Earned	\$0.00
Total Refuse:	\$64,810.24

Expenditures	\$67,049.26
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SEWER CAPITAL RESERVE

Interest Earned	\$0.00
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Expenditures	\$0.00
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