

**EAST GOSHEN TOWNSHIP
BOARD OF SUPERVISORS MEETING
1580 PAOLI PIKE
February 19, 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, Zoning Officer Mark Gordon, Erich Meyer (Park & Rec), Al Zuccarello (Commerce Commission and Planning Commission), Ginnie Newlin (Conservancy Board), Susan Carty (Planning Commission) and Interim WEGO Police Chief Gene Dooley.

Call to Order & Pledge of Allegiance

Senya called the meeting to order at 7:00pm and asked Al Zuccarello 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

None.

Police Report

Chuck Proctor reported the next Police Commission meeting would be held on February 20 at 5:30pm. There has been more of an increase in the number of thefts from unlocked vehicles since his last report. Crimes involving theft of credit cards and the "granny scam" are also increasing. A new license plate scanning device, purchased with federal grant money, is helping police to identify stolen vehicles. There will be a DEA National Take-Back Initiative for unneeded and expired prescription drugs on April 27 at the Giant on Boot Road.

Marty asked again for the police report to show side-by-side comparisons of the different municipalities. Chuck said he would bring it up again at the Police Commission meeting. Rick said changing the report format per Marty's request would involve manual work. The Board discussed this briefly but no decision was made.

Goshen Fire Company Report

None.

Malvern Fire Company Report

Malvern responded to 2 incidents in East Goshen during January – an automatic fire alarm and a structural fire.

Fire Marshal Report

Carmen gave a verbal report of activities for the month of January. On February 23 he will be attending a State Fire Marshal training course in Coatesville.

New Kent II Land Development Plan

Neal Fisher of the Hankin Group was present. Hankin plans to add another building containing 12 apartments to the complex near the existing tennis courts. Their last addition to the complex, which is LEED-Certified Gold, has been a success and was completely leased within 2 months. The new building they plan to add will also be LEED-Certified Gold.

Hankin is also making upgrades to existing apartments throughout the complex as tenants move out or choose to upgrade their units in exchange for higher rent. Carmen asked if there are plans to retrofit existing units with sprinklers. Mr. Fisher said not at this time.

Marty asked about the location of the 10 reserve parking spaces and Mr. Fisher explained where they would be located.

Carmen suggested Hankin consider looking into adding bus service to the complex by working with the Chester County Department of Aging. Mr. Fisher said that was a good idea, and he would bring it up with his employer. The Board discussed with Mr. Fisher the possibility of making this a condition of approval. Mr. Fisher preferred it not be a condition, but agreed to send a letter to Mark Gordon stating that the Hankin Group will look into the feasibility of adding public transportation for seniors to the complex.

Carmen moved to approve the Preliminary/Final Land Development Plan of the Hankin Group to construct one new apartment building and associated parking as depicted within the plans titled New Kent Apartments II dated 10/9/12 and last revised on 1/28/13 with the following conditions:

1. The applicant shall address all remaining comments outlined in the Township Engineer's review letter dated 1/31/13 prior to approval.
2. The applicant will follow all applicable federal, state and local laws and secure all proper permits prior to construction of the improvements depicted on the plans.
3. The Plan shall not be released for recording until all escrow for the improvements depicted on the plans has been posted.
4. The applicant shall pay 10% of the sewer tap-in fee to reserve the sewer capacity for the project prior to the plans being released for recording.
5. The applicant shall pay an impact fee of \$396.25 per trip for the project prior to the issuance of a building permit.
6. The applicant will address the comments in the Fire Marshal's review letter.
7. The applicant shall revise the plans to address the items listed in the Chester County Conservation District adequacy letter prior to the plans being released for recording.

Marty seconded the motion.

Carmen requested that Mr. Fisher also look into the possibility of “a stipend” that would help offset the cost of sending ambulances and police to the complex each time an elderly person falls.

Public Comment: Tacuma Bethea, Cider Knoll – Recommended that Hankin contact the County Office of Services for the Aging (COSA) when they research adding public transportation for seniors to the complex.

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

Police Report from Lt. Jim DiCave

Lt. DiCave reported there were 561 calls for service from East Goshen during January. Theft from unlocked cars continues to be a growing problem. He also advised residents to keep their garage doors down.

Financial Report

Jon Altshul reported that as of January 31 the General Fund had a positive variance of \$147,206 compared to the monthly budget. Expenses for snow removal and road maintenance were both under budget, while revenue from EIT and Real Estate Transfer Taxes were both over budget. The auditors from Maillie, Falconiero & Company will be coming on February 25.

Building Inspector Vacancy

Mark Gordon was present to discuss the recommendation in his memo of February 14 that the Township Code Department maintain a staff of two full-time licensed Building Inspectors. By filling the position left vacant by Mike Merwin, the Township will have adequate resources to address all aspects of code enforcement in an efficient manner while providing the excellent customer service and responsiveness for which East Goshen is known. Furthermore, the numbers compiled by Jon Altshul show that having a full-time Township employee will be more cost effective than relying on a Yerkes employee to help with the workload. Mark added that Mike Merwin will be sorely missed, and praised him for doing an outstanding job for the Township and its residents while he worked for East Goshen.

Carmen moved to authorize staff to begin the search process for a licensed Building Inspector to fill the vacant position. The staff should provide a recommendation to the Board of Supervisors before offering the job to a candidate. Marty seconded the motion.

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

Name Change for Commerce Development Commission

Al Zuccarello was present to discuss his request that the Commerce Development Commission be permitted to make a final name modification to become the Commerce Commission. The

members of his ABC unanimously support this change to make their name simpler and less confusing to their business constituents.

Marty said he supports the name change but would prefer it be changed to something that is more descriptive of what the group actually does.

Carmen moved to adopt Resolution 2013-64 changing the name of the Commerce Development Commission to the "Commerce Commission." Chuck seconded the motion. There was no further discussion or public comment. The Board voted unanimously (4:0) to approve the motion. (Carmen Battavio was out of the room when the vote was taken.)

CCATO Spring Conference

Each Supervisor will contact Rick Smith to let him know of their attendance plans for the conference.

Refuse & Recycling

Rick said he would like to have the Township graduate student intern, Amber Cifrese, conduct a statistically valid survey to find out what the residents want in regard to trash service. It is his opinion that the Township would be remiss in not taking advantage of this resource to get feedback from residents. Jon Altshul said the entire survey process would take approximately two months from start to finish, and because the intern is already on Board, the Township's only real cost would be for postage.

Carmen said he agreed with Rick's suggestion because he would like more information from residents on what would best meet their needs.

Marty said he also agreed, because he wants more information before making a decision. He agreed with Rick that it would be most appropriate to conduct a survey now while the Township has a very capable individual available to do the work at no additional cost.

Thom said that even though he requires trash pickup only once per week, he is willing to pay for pickup twice per week to avoid unsightly trash accumulation and concomitant issues.

Senya would like to hold off on the survey and have the staff research what other local municipalities are doing in regard to trash service. Having this information will help the Township formulate better questions if a survey is conducted. Jon said he could have this information available for the Board's March 5 meeting.

Any Other Matter

None.

Review of Minutes

The Board reviewed and corrected the draft minutes of February 5. Senya stated the minutes would stand as corrected.

Public Comment: Tacuma Bethea, Cider Knoll – Had questions on why the Township staff wants to hire the insurance consultant Bob Hall, which Jon and the Board answered.

Treasurer's Report & Expenditure Register Report

See attached Treasurer's Report for February 14, 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. Carmen seconded the motion. There was no discussion or public comment. The Board voted unanimously to approve the motion.

Action List

Comp Plan – The Task Force has been created, and the kick-off meeting is scheduled for February 25.

Light Fixtures at Municipal Complex – The work has been sent out for bid. Bids will be opened on March 12.

Comp Plan Goals for ABCs – A memo has been sent to all ABCs requesting quarterly reports on their progress toward Comp Plan goals.

Correspondence & Dates of Importance

Senya acknowledged receipt of the following:

- Remedial Action Progress Report prepared by Environmental Alliance on behalf of Sunoco for the site at 1425 Paoli Pike.
- Reestablishment plan for the Magisterial Districts within the 15th Judicial District.
- Note from resident John Cavallo commending the Board of Supervisors for not raising taxes since 2004.
- Note from resident Craig Nelson commending Public Works employees Mark Miller and Chaz Linder for prompt, outstanding service.

Meetings & Dates of Importance

Senya noted the upcoming meetings as listed in the agenda.

Public Comment

Susan Carty – Suggested that Township staff find out from other municipalities what changes they made to trash service based on survey results, and how the changes worked out for them.

Ginnie Newlin – Said she has noticed that residential recycling has increased in her court at Hershey's Mill.

Tacuma Bethea, Cider Knoll – Said the Township should encourage residents to recycle aluminum foil. Thom said that aluminum foil is not accepted by the trash hauler as it's usually contaminated with food residue.

Adjournment

There being no further business, the regular meeting was adjourned at 8:55pm.

Anne Meddings

Recording Secretary

Attachment: Treasurer's Report

February 14, 2013

**TREASURER'S REPORT
2013 RECEIPTS AND BILLS**

GENERAL FUND

Real Estate Tax	\$251,213.32	Accounts Payable	\$349,595.03
Earned Income Tax	\$706,896.39	<u>Electronic Pmts:</u>	
Local Service Tax	\$36,950.37	Health Insurance	\$54,753.00
Transfer Tax	\$51,745.25	Credit Card	\$0.00
<i>General Fund Interest Earned</i>	\$590.30	Postage	\$0.00
Total Other Revenue	\$165,353.09	Debt Service	\$18,138.36
Total Receipts:	<u>\$1,212,748.72</u>	Payroll	\$94,000.00
		Total Expenditures:	<u>\$516,486.39</u>

STATE LIQUID FUELS FUND

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

CAPITAL RESERVE

<i>Interest Earned</i>	<u>\$898.86</u>	Expenditures:	<u>\$0.00</u>
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TRANSPORTATION FUND

<i>Interest Earned</i>	<u>\$297.21</u>	Expenditures:	<u>\$0.00</u>
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SEWER OPERATING

Receipts	\$223,853.75	Accounts Payable	\$45,203.53
<i>Interest Earned</i>	\$85.66	<i>Debt Service</i>	\$29,774.67
Total Sewer:	<u>\$223,939.41</u>	Total Expenditures:	<u>\$74,978.20</u>

REFUSE

Receipts	\$46,979.90		
<i>Interest Earned</i>	\$45.80	Expenditures	<u>\$63,703.99</u>
Total Refuse:	<u>\$47,025.70</u>		

SEWER CAPITAL RESERVE

<i>Interest Earned</i>	<u>\$235.71</u>	Expenditures	<u>\$0.00</u>
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